

# Utilising Evidence in Decision Making

If the right evidence isn't considered, or worse, no evidence is sought at all, then bad policy and management decisions will be made. This programme is available on request and is help delegates understand the importance of having firm evidence, where to find this evidence and how to evaluate it.

## Aim

To provide participants with a clear understanding of:

1. The reasons for sourcing, analysing and using evidence
2. Seeking and sourcing evidence
3. Criteria for judging evidence – validity, relevance and limitations
4. The place of evidence in policy and business cases
5. Using evidence to appraise options and evaluate projects, programmes and policies
6. Understanding and interpreting the most commonly used methods for summarising data in order to become an 'intelligent customer'
7. Working with specialists and experts to gather and evaluate evidence.

## Methodology

The training approach to be used, which governs the design and delivery of the training is based on the following principles:

- To actively involve the participants throughout the training
- To enable participants to share their thoughts and enquiries

- The training is designed based on the needs and expectations of the participants that are reflected in the pre-training questionnaire.

## Workshop methods and tools

In order to achieve the objectives of the training, the following tools and methods will be utilised:

- **Presentations:** presentations will be used in order to provide the background of each subject and create discussion and questions.
- **Discussions:** throughout the training, participants will be encouraged to contribute to discussions and share their experiences and thoughts with the rest of the group. The discussions will be facilitated and coordinated by the facilitator in order to maintain the focus in the key areas of interest.
- **Case studies:** case studies will be used so as to facilitate and trigger discussion, as well as allow external benchmarking so as to achieve competitiveness.
- **Group work:** group work will be used in order to facilitate practical understanding of the issues and in order to enhance team working, team building and cooperation amongst participants.

## Sample Programme

### 09.00 Welcome and Introductions

- Aims and methods of the day. Participants' aims and experience

### Evidence in policy and business cases

- The reasons for sourcing, analysis and using evidence

- Challenging beliefs, assumptions and values
- Managing processes and mechanisms

## **Break**

### **Seeking and sourcing evidence**

- Types of evidence
- Different tools in collecting evidence
- Different sources of evidence: internal and external
- Working with evidence providers

## **Lunch**

### **Analysing evidence**

- Validity
- Relevance
- Consistency
- Limitations

## **Break**

### **Making a decision**

- Drawing link between evidences and the proposal
- Aligning evidences with output and desired outcomes
- Managing risk and uncertainty
- Fitting into the wider policy environment, in particular institutional constraints
- Anticipating challenges to your decision
- Process to reconsider decisions in the light of more robust evidence

**17.00**

## **Evaluation and Close**