

Evaluation of Public Policies: Learning from Comparative Experiences

Barcelona (ES), 21-22 February 2013



Introduction

Target group

Directors or civil servants responsible for designing evaluation systems, managing and monitoring evaluations carried out by external evaluators; as well as those responsible for controlling public administrations at different governmental levels, and who need to develop or are interested in developing their knowledge about public policy evaluation.

Description

The seminar does not aim to train participants on how to use evaluation techniques; however, those techniques will be presented and explained with the aim of analysing the advantages and disadvantages that justify the use of some techniques above others. The aim is to raise awareness of the importance of evaluation, to learn how to design an evaluation, prepare and define the scope of work, how to negotiate with evaluators and control the quality of an evaluation, etc. Experiences of institutionalising evaluation systems in different European countries will also be presented.

Learning methodology

Presentations on real experiences, debates with a practical perspective. The sessions will be complemented by referenced material and documentation that will offer an adequate source of information to those wishing to gain more in-depth

knowledge. The seminar sessions will be divided according to the following scheme: the first sessions will focus on the reasons for evaluation, on showing its critical importance in the policy formulation process, and on how to design an evaluation. The following sessions will be devoted to seeing how institutional capacity can be developed for a better evaluation through different experiences of European public administrations. The final sessions will include the evaluation in practice, the role of evaluators and various methods and tools which are regularly used in evaluation. Participants will also have the opportunity during the second day to present problems or queries on evaluation issues that they face in their own practice, and will be offered suggestions on how to address them. Finally, different cases will be presented and discussed with the participants.

Objectives

The seminar aims to broaden participants' knowledge about evaluation systems of public policies in Europe and to improve their skills in designing, managing and monitoring evaluation activities. The main aim is not to train participants as evaluators, but to put them in a position to manage evaluations and understand the basics of certain tools and approaches so they can competently interact with (external or internal) evaluators and assess the quality of their work.

Programme

THURSDAY, 21 FEBRUARY 2013

Introductory Module

- 09.00 **Registration of participants**
- 09.15 **Opening and introduction to the seminar: presentation of the methodology to be followed. 'Tour de table' – presentation of participants**
Gracia Vara Arribas, Expert, Project Leader, EIPA Barcelona (ES)
- 09.30 **Main concepts of evaluation: what is evaluation about and why do we do it? Where does it stand in the public policy cycle?**
Victoria Sánchez Esteban, Vice President of Red2Red Consultores and Director of Responsables Consulting (ES) (to be confirmed)
- 10.15 **Designing an evaluation: defining the purpose, terms of reference, evaluation criteria and questions**
Perspective from the civil servant who is designing/commissioning an evaluation, and who has to draft terms of reference, decide on the main purpose (summative or formative), decide on the evaluation criteria (relevance, effectiveness, efficiency, etc.) and formulate evaluation questions.
Livia Lenares, Unit 'Analysis, Impact and Evaluation', DG Internal Market and Services, European Commission (to be confirmed)
- 11.30 Coffee break
- 12.00 **Conducting an evaluation (1): Introduction to evaluation approaches and design – types of evaluation, theory-based and counterfactual approaches, and research design**
From the perspective of the evaluator who has to propose an appropriate evaluation design to answer the evaluation questions: key characteristics of impact, process and economic evaluations, implications for the research design and methods used to structure evaluation.
Joanna Hofman, Consultant, The Evaluation Partnership (UK)
- 13.15 Lunch
- 14.45 **Conducting an evaluation (2): Qualitative and quantitative evaluation methods and tools**
Overview of methods and techniques employed by evaluators to collect and analyse data: documentation review, interviews, ethnographic studies, surveys, case studies, etc.; their strengths and weaknesses and practical implications for those who commission and conduct evaluation studies.
Joanna Hofman
- 15.45 **Debate**
Institutionalisation of an evaluation system and the use of its results: the experience of the EU
Gracia Vara Arribas
- 17.00 **End of the first day**

FRIDAY, 22 FEBRUARY 2013

Presentation of Cases: achieving useful evaluations Cases of evaluation experiences by the participants

- 09.30 **Case I Project Evaluation**
Xavier Ballart, Professor of Political and Administrative Sciences, University of Barcelona
- * Results management in social services: a case of evaluation with indicators – case of social policy 'The ladder and the scale'**
This is a properly working case which demonstrates the results management and application limitations as carried out by some civil servants.
- Exchange expert: participants – methodology**
Participants will be requested to present a case in max. 100 words. The document should be sent to the Project Leader at least three days before the seminar. Selection and grouping of the most representative cases will be made. For the cases not selected, those could always be discussed bilaterally after the plenary session.
- 11.00 Coffee break
- 11.30 **Case II Programme Evaluation**
Joanna Hofman
- * Mixed-method design: an evaluation of the effectiveness of training support for small and medium-sized enterprises**
This case presents the evaluation process from the moment of commissioning the study to implementing recommendations with a particular emphasis on the applied approach and methodology: impact and process evaluation, blending qualitative and quantitative research methods, and measuring the counterfactual.
- 13.00 Lunch
- 15.00 **Learning from and using evaluations**
- * Social policy evaluation: case of evaluation with a social sciences research design 'Minimum income policy case'**
In this case the analysis is more sophisticated since it includes a quantitative evaluation application beyond the indicators.
Xavier Ballart
- 16.00 Debate
- 16.30 ***Contracting out: a case of evaluation of externalised public services – case of health policy 'Innovation in the provision of primary health care services'**
Case about the creation in Catalonia of primary health care services with private management.
Xavier Ballart
- 17.30 **Closing of the seminar**
- * Written cases presented by Mr Xavier Ballart will be sent in advance to the participants. Reading of these prior to the seminar is necessary for a better understanding.**

General Information

Seminar venue

To be confirmed
City centre of Barcelona

Working language

The seminar will be conducted in English, however simultaneous interpretation into Spanish will be provided if there is a minimum of participants requesting this service

Fee

The participation fee is €875 and includes documentation, two lunches, two coffee breaks and a certificate of attendance. Accommodation and travel costs are at the expenses of the participants or their administration.

Deadline for registration: **11 February 2013**

Payment before the deadline is a condition for participation. For cancellations received after the deadline, we will have to charge an administration fee of €150 unless an alternative participant is nominated.

EIPA offers its members a reduction of 10% of the registration fee. This reduction is available to all civil servants working for one of EIPA's member countries (i.e. AT, BE, BG, CY, CZ, DK, EE, FI, FR, DE, GR, HU, IE, IT, LT, LU, MT, NL, PL, PT, ES, SE, UK) as well as civil servants working for an EU institution or agency. If you are eligible for a discount, please tick the box in the registration form. Please note that reductions cannot be accumulated. For more information, please visit EIPA's website: <http://seminars.eipa.eu>

Hotel reservations in Barcelona

EIPA Barcelona will be pleased to make reservations for you at these hotels (where special rates are applied for EIPA participants):

*HOTEL Catalonia Berna*****

C/ Roger de Llúria, 60
Tel.: +34 93 272 00 50
www.hoteles-catalonia.com
€105 Double room for single use (breakfast included) + 10% VAT
€125 Double room (breakfast included) + 10% VAT
Tourist tax: €1,21 per person per day

*HOTEL Europark****

Aragó, 325
Tel.: +34 93 457 92 05
www.nnhotels.es
€109 Double room for single use (breakfast included) + 10% VAT
€135 Double room (breakfast included) + 10% VAT
Tourist tax: 0,71€ per person per day

Should you wish to make use of this possibility, please indicate the dates of arrival and departure on the registration form. Payment is to be made directly and personally to the hotel on checking out. Please note that if you register after the closing date, hotel reservations cannot be guaranteed.

Information and registration

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You can also submit the online registration form which can be found on EIPA's website: www.seminars.eipa.eu

Confirmation

Confirmation of registration will be sent to participants on receipt of the completed registration form.

Cancellation policy

EIPA reserves the right to cancel the seminar up to two weeks before the starting date. EIPA accepts no responsibility for any costs incurred (travel, hotel, etc.). For EIPA's cancellation policy, please visit our website <http://seminars.eipa.eu> (FAQ - cancellation policy)



Registration Form

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Surname: Title: M/F
First name:
Organisation:
Department: Current position:
Work address:
Postal code & Town: Country:
Telephone number: Fax number:
E-mail address:

Invoice information

Organisation:
Fiscal number/NIF:
Department:
Address:
Postal code & Town: Country:
VAT number: Your reference number:
E-mail address:

Registration fee

The fee includes participation in the seminar, documentation, two coffee breaks, two lunches and a certificate of attendance **€875**
 Discount of 10% (Please check first the conditions at <http://seminars.eipa.eu> (FAQ - special discounts))

Method of payment

Bank transfer
It is necessary to state the name of the participant and the reference '1360601'. EIPA's Barcelona account number
IBAN: ES27-0182-6035-43-0018000225, BIC: BBVAESMM at the BBVA, Plaça Catalunya 5, 08002 Barcelona (ES)

Credit card
 American Express card Eurocard/Mastercard Visa card
Card number: / Expiry date: / Card Validation Code:

Hotel reservation

Please book the hotel for me at Hotel Catalonia Berna**** Hotel Europark***
 Double room for single use Date of arrival: Date of departure:
 Double room Number of nights: No hotel reservation required

Meals

Vegetarian → Fish allowed → Other dietary requirement:

To ensure the optimal organisation of the seminar, please return the completed registration form **by fax or e-mail before 11 February 2013** to: Natalia Doménech, Programme Organiser, Tel.: +34 93 56 72 389; Fax: + 34 93 56 72 399; E-mail: n.domenech@eipa.eu, www.eipa.eu/regions – The registration will be confirmed by e-mail.



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Please tick if you do not want to be included in our mailing database.