

GOVERNANCE & COMPLIANCE | COURSE BROCHURE

Policy Analysis for Public Sector Professionals

5 days | Classroom training | English

SMART HORIZON

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Amsterdam
The Netherlands

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Course content

Why attend

Good public policy depends on careful analysis of problems, options and impacts. This course teaches policy analysis: problem definition, evidence gathering, stakeholder analysis, option development, cost-benefit and impact assessment, implementation feasibility, policy briefs and monitoring and evaluation.

Policies built on weak analysis often fail or create unintended consequences. You will learn structured methods to advise decision makers.

Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

Course methodology

Policy case studies, option appraisal exercises, brief writing workshops and peer review.

Course objectives

By the end of this course, participants will be able to:
• Define policy problems clearly
• Gather and assess evidence
• Analyse stakeholders and interests
• Develop and compare policy options
• Assess costs, benefits and impacts
• Write concise policy briefs and plan evaluation

Target audience

This course is suitable for:
• Policy officers and advisers
• Public sector managers
• Researchers in government
• Parliamentary staff
• NGO policy staff



Course content

Target competencies

Participants will develop competencies in:

- Problem definition
- Evidence analysis
- Option appraisal
- Impact assessment
- Policy writing

Course outline

Day 1: Policy Process

09:00–10:08	Policy cycle
10:08–11:00	Roles
11:00–11:30	**Coffee break**
11:30–11:45	Roles (continued)
11:45–12:53	Evidence-based policy
12:53–14:00	Exercise

Day 2: Problem and Evidence

09:00–10:08	Problem definition
10:08–11:00	Data and research
11:00–11:30	**Coffee break**
11:30–11:45	Data and research (continued)
11:45–12:53	Evidence quality
12:53–14:00	Workshop

Day 3: Options

09:00–10:08	Option generation
10:08–11:00	Stakeholder analysis
11:00–11:30	**Coffee break**



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11:30–11:45	Stakeholder analysis (continued)
11:45–12:53	Appraisal criteria
12:53–14:00	Exercise

Day 4: Impact Assessment

09:00–10:08	Cost-benefit analysis
10:08–11:00	Distributional impacts
11:00–11:30	**Coffee break**
11:30–11:45	Distributional impacts (continued)
11:45–12:53	Implementation feasibility
12:53–14:00	Case study

Day 5: Advice and Evaluation

09:00–10:08	Policy briefs
10:08–11:00	Presenting advice
11:00–11:30	**Coffee break**
11:30–11:45	Presenting advice (continued)
11:45–12:53	Monitoring and evaluation
12:53–14:00	Action plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



Course content

Dates, venues and fees

Current published course plans. Fees are per participant in EUR, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (EUR)
Barcelona Confirmed dates	23 Nov 2026	27 Nov 2026	**€2,840.–**
Online Confirmed dates	23 Nov 2026	27 Nov 2026	**€1,250.–**
Vienna Confirmed dates	14 Dec 2026	18 Dec 2026	**€2,940.–**
Online Confirmed dates	14 Dec 2026	18 Dec 2026	**€1,250.–**
Cape Town Confirmed dates	18 Jan 2027	22 Jan 2027	**€1,890.–**
Online Confirmed dates	18 Jan 2027	22 Jan 2027	**€1,250.–**
Rome Confirmed dates	8 Feb 2027	12 Feb 2027	**€2,450.–**
Online Confirmed dates	8 Feb 2027	12 Feb 2027	**€1,250.–**
Kuala Lumpur Confirmed dates	22 Feb 2027	26 Feb 2027	**€1,450.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	22 Feb 2027	26 Feb 2027	**€1,250.–**
Dubai Confirmed dates	15 Mar 2027	19 Mar 2027	**€3,150.–**
Online Confirmed dates	15 Mar 2027	19 Mar 2027	**€1,250.–**
Cape Town Confirmed dates	5 Apr 2027	9 Apr 2027	**€1,890.–**
Online Confirmed dates	5 Apr 2027	9 Apr 2027	**€1,250.–**
Rome Confirmed dates	26 Apr 2027	30 Apr 2027	**€2,450.–**
Online Confirmed dates	26 Apr 2027	30 Apr 2027	**€1,250.–**
Amsterdam Confirmed dates	17 May 2027	21 May 2027	**€2,540.–**
Online Confirmed dates	17 May 2027	21 May 2027	**€1,250.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Dubai Confirmed dates	31 May 2027	4 Jun 2027	**€3,150.-**
Online Confirmed dates	31 May 2027	4 Jun 2027	**€1,250.-**
Rome Confirmed dates	21 Jun 2027	25 Jun 2027	**€2,450.-**
Online Confirmed dates	21 Jun 2027	25 Jun 2027	**€1,250.-**
Vienna Confirmed dates	12 Jul 2027	16 Jul 2027	**€2,940.-**
Online Confirmed dates	12 Jul 2027	16 Jul 2027	**€1,250.-**
Istanbul Confirmed dates	2 Aug 2027	6 Aug 2027	**€2,650.-**
Online Confirmed dates	2 Aug 2027	6 Aug 2027	**€1,250.-**
London Confirmed dates	23 Aug 2027	27 Aug 2027	**€2,450.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	23 Aug 2027	27 Aug 2027	**€1,250.-**
Dubai Confirmed dates	6 Sept 2027	10 Sept 2027	**€3,150.-**
Online Confirmed dates	6 Sept 2027	10 Sept 2027	**€1,250.-**
Frankfurt Confirmed dates	27 Sept 2027	1 Oct 2027	**€2,650.-**
Online Confirmed dates	27 Sept 2027	1 Oct 2027	**€1,250.-**
Cape Town Confirmed dates	18 Oct 2027	22 Oct 2027	**€1,890.-**
Online Confirmed dates	18 Oct 2027	22 Oct 2027	**€1,250.-**
London Confirmed dates	8 Nov 2027	12 Nov 2027	**€2,450.-**
Online Confirmed dates	8 Nov 2027	12 Nov 2027	**€1,250.-**



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Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Paris Confirmed dates	29 Nov 2027	3 Dec 2027	**€2,860.-**
Online Confirmed dates	29 Nov 2027	3 Dec 2027	**€1,250.-**
Barcelona Confirmed dates	13 Dec 2027	17 Dec 2027	**€2,840.-**
Online Confirmed dates	13 Dec 2027	17 Dec 2027	**€1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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View the latest course details online