

## **AN INTRODUCTION TO COST BENEFIT ANALYSIS**

### **Who should take this course?**

This course is aimed at the decision-maker at local or national level who needs to understand the principles of Cost Benefit Analysis in order to commission policy evaluations and to make the most effective use of the results. It is not suitable for those who wish to undertake cost benefit analyses themselves although it can provide the basis for further development.

### **What prior knowledge is required?**

No prior knowledge of economics is required. Participants will be expected to be knowledgeable in their own area of social policy.

### **What will the course cover?**

This is a one-day course, covering the following topics:

- What is cost benefit analysis?
- Identifying costs and benefits
- Measuring costs and benefits
- Valuing costs and benefits
- Principles of discounting

There will also be a practical session where participants will work together on issues raised by applying cost-benefit analysis to real policy decisions identified by themselves.

The course is designed for a small group of people. We expect 10-12 participants. The normal maximum is 15.

### **What outcomes should participants expect?**

On completion of the course, participants will:

- Understand how and when cost benefit analysis could be useful for their work;
- Feel more comfortable in commissioning a cost benefit analysis when it is required and be able to evaluate tender proposals; and
- Be able to make use of the results of the cost benefit analysis.

### **How much does the course cost?**

The fee for the course is £275 +VAT (£323.13 in total) including course documentation, lunch and refreshments in morning and afternoon breaks. Cancellation is possible without penalty until 4 weeks before the course date. Cancellations taking place more than one week but less than 3 weeks before the course date will be subject to a £60 administration charge. We regret that cancellations less than one week before the course date will not be entitled to a refund.

Detailed information on venue and programme will be provided after registration.