



# Evidence Analysis & Improvement Table

For identifying and analysing sources of information about an issue

## WHAT IS NEEDED?

**Time:** 1 hour or more

**Participants:** a core group of stakeholders  
+ 1 facilitator/1 note-taker

**Material support:** blank version of the Evidence Experience and Enhancement table (see overleaf)

> Identify a note-taker who will be writing down the comments made during the brainstorming session.

Proper evidence and collection of data is essential to make sure the challenge has been well defined, to set relevant objectives and solutions as well as, at a later stage, to monitor the progress made.

While the Evidence Analysis & Improvement table can be used as a basis for individual reflection, using it with a group of stakeholders will help making sure that the evidence base is exhaustive, capitalising on existing knowledge and collective intelligence.

## WHAT FOR?

- > To assess evidence already available
- > To identify new sources of relevant data
- > To improve the evidence available

## HOW TO USE IT?

**Step 1** For each of the categories in the 1<sup>st</sup> column, **list** all the different sources of information, data and learning you may rely on to analyse your challenge.

**Step 2 Indicate** your level of experience with each of these sources. Also indicate where sources of information are not at hand or are missing.

**Step 3** In the 3<sup>rd</sup> column, **define** how each source of information will help you improve your problem analysis and how you may use them.

**Step 4** Discussing with the group, **prioritise** the sources of data in order to examine which one you will choose to focus on to analyse your situation.

> It can be helpful to use this tool in relation to the **Problem Tree** to get a fresh and comprehensive understanding of the initial situation, making sure the issue is properly examined.



## EVIDENCE ANALYSIS & IMPROVEMENT TABLE

Source of information, data and learning	What type of information, data and learning sources will you use? What is your experience of using them?	How do you want to use them to improve the evidence base for your issue?	Priority Order (1 to 7)
<b>1. CITY DATA AND OTHER STATISTICS</b>	<i>Who addresses same or similar issues?</i>		
<b>2. EVIDENCE FROM PAST/EARLIER ATTEMPTS</b>	<i>What have we tried before? Did we analyse well why it worked/did not work?</i>		
<b>3. COLLEAGUES IN THE CITY</b>	<i>Have similar actions been tried in other city quarters? How to use their lessons?</i>		
<b>4. USERS AND OTHER STAKEHOLDERS</b>	<i>How to get feedback, ideas and co-create with service users, customers and other stakeholders?</i>		
<b>5 OTHER CITIES THAT FACE THE SAME PROBLEM, HOME OR ABROAD</b>	<i>How to learn from good practices in other cities, national and abroad?</i>		
<b>6. SCIENCE AND RESEARCH</b>	<i>Can we learn from scientific studies about the topic? How to find them and use them for policy-making?</i>		
<b>7. EXPERTS AND ANY "UNUSUAL SUSPECTS"</b>	<i>What type of experts would we need? How can we use new sources and methods?</i>		