



health

Department of Health  
**NORTHERN CAPE**

## Department of Health Evaluations Policy

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## **1. Definitions**

### **1.1. Accounting Officer**

Refer to the Head of the Department

### **1.2. Evaluation:**

The Systematic collection and objective analysis of evidence on public policies, programmes, projects, functions and organizations to assess issues such as relevance, performance (effectiveness and efficiency), value for money, impact and sustainability and recommend ways forward.

### **1.3. Remedial Plans**

They refer to the improvement plans that the department may have to implement based on the outcome of an evaluation that would have been undertaken.

### **1.4. Theory of Change**

A tool that describes a process of planned change, from the assumptions that guide its design, the planned outputs and outcomes to the long term impacts it seeks to achieve.

## **1. Policy Aim**

1.1. The aim of this policy is to give effect to the National Evaluations Policy Framework (NEPF) and the Northern Cape Provincial Evaluations Plan by identifying strategic and important interventions in the Northern Cape Department which should be evaluated.

1.1.1. Is to Foreground the importance of evaluation in policy making, implementation and in improving performance and service delivery.

1.1.2. Is to provide the minimum system of evaluation of Policies, programmes and projects in the Department.

1.1.3. Ensuring that there is ownership of the Evaluations that have been undertaken as per the NEPF.

## **2. Policy Scope**

2.1. This policy is applicable to all internally, externally and jointly commissioned evaluations that are conducted by the Department of Health

2.1.1. It provides for the following six main types of evaluation – diagnostic evaluation, design evaluation, economic evaluation, impact evaluation and evaluation synthesis.

## **3. Policy Statement**

3.1. It is the Policy of the Northern Cape Department of Health that it shall ensure:

3.1.1. It Develop a tri-annual Departmental evaluations plan in accordance to the National Evaluations Policy Framework (NEPF).

3.1.2. Establish procedures, processes and systems for the implementation of the National Evaluations Policy Framework (NEPF) and the Provincial Evaluations Plan.

3.1.3. Ensure that the results of evaluations are published on government and or on the Departmental website.

3.1.4. Evaluations Comply with the seven principles of the Policy Framework for Government - Wide Monitoring and Evaluations System (GWMS)

3.1.5. Evaluations undertaken should be ethical and respect the rights of all the persons concerned and have due consideration for environmental concerns.

## 4. Roles and Responsibilities

4.1. The **Accounting Officer** shall ensure:

4.1.1. The Senior Management adopts a tri-annual Departmental Evaluations Plan.

4.1.2. Organizational capacity is created for the implementation of the National Evaluations Policy Framework (NEPF).

4.2. The **Senior Managers** shall

4.2.1. Annually review the tri-annual Departmental evaluations Plan.

4.2.2. Identify and prioritise evaluations to be included in the departmental evaluations plan.

4.2.3. Partake in the Evaluations as designated by the Departmental evaluations Plan.

4.2.4. Develop and Implement Remedial Actions as per the reports of evaluations conducted by and for the department.

4.3. The **Senior Manager Policy and Planning** shall:

4.3.1. Develop the Departmental Evaluations Plan.

4.3.2. Together with the Senior Manager for Research initiate evaluations in accordance with the Departmental Evaluations Plan.

4.3.3. Represent or designate an official to represent Policy and Planning on the Research Ethics Committee Meeting.

4.3.4. Establish procedures for the institution, execution and implementation of evaluations that support the overall theory of change of evaluations and the department.

4.3.5. Convene the Departmental Monitoring and Evaluations Forum that shall consider progress being done with regard to evaluations.

4.3.6. Ensure that the Departmental Evaluations Plan is reviewed annually.

4.3.7. Promote compliance with the Northern Cape Provincial Evaluations Plan.

4.3.8. Ensure the publication of the results of evaluations.



4.4. The **Senior Manager Research** shall:

- 4.4.1. Ensure that all evaluations serve before the Research and ethics Committee and comply with the requisite standards.
- 4.4.2. Facilitate the participation of the Office of the Premier in the conceptual stage of each evaluation
- 4.4.3. Provide support to programmes and projects in the conception, planning, execution and post evaluation management.
- 4.4.4. Establish a register that would systematically record all the evaluations that the department would have undertaken

4.5. The Facility, District and Programme Manager(s) shall:

- 4.5.1. Working with Policy and Planning and the Research Directorate identify evaluations to be undertaken and allocate resources.
- 4.5.2. Identify stakeholders other than the Office of the Premier to be included in the evaluation.
- 4.5.3. Develop and Implement remedial plans based on the outcomes of the evaluation of their programmes.
- 4.5.4. Report to the M&E forum and Senior Management on the implementation of Remedial Plans

## 5. Review and Distribution

5.1. The Director Policy and Planning is the responsible manager for this policy and shall:

- 5.1.1. Ensure that it is reviewed every three years but not later than five years from the date of publishing. If necessary an updated version will be issued, if not a supplementary covered letter will be issued to validate its continued applicability (identifying a revised publication date).
- 5.1.2. The Director for Policy and Planning will distribute the updated version to:
  - Office of Member of the Executive Council for Health
  - Office of the Accounting Officer

- All Deputy Director Generals, Chief Directors, Directors and Deputy Directors

## **6. Acknowledgements and Sources**

### **6.1. We wish to acknowledge the following sources**

6.1.1. The Presidency (2007): 'Policy Framework for the Government – wide Monitoring and evaluation System' , Pretoria, the Presidency, Republic of South Africa.

6.1.2. Treasury Framework (2007) for Managing Programme Performance Information', Pretoria, National Treasury.

6.1.3. StatsSA (2008) "South African Statistics Quality Assurance Framework", Pretoria, Statistics South Africa.