

## SFJPDPS2.5.2

### Contribute to the development of legislation needed for policy implementation



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#### Overview

Policy development often leads to an involvement in preparation and drafting of legislation that is needed for successful policy implementation. This unit is about the contribution that a policy developer makes to the process of turning policy into supporting legislation.

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#### Performance criteria

*You must be able to:*

- P1 brief legal specialists on the intentions of agreed policy
- P2 work with legal specialists to identify the features of policy that require legislative backing
- P3 work with legal specialists to identify existing legislation that relates to and will need to complement proposed additional or revised legislation
- P4 work with legal specialists to identify existing legislation that may need to be annulled to achieve policy intentions
- P5 agree with legal specialists the scope and key legal cornerstones of the legislation required to implement policy
- P6 liaise with legal specialists during drafting to ensure that policy intentions are reflected in legal drafts
- P7 liaise with legal specialists to ensure that the legislation that is drafted will be practical to operate
- P8 review draft legislation to match it with policy intentions and recommend amendments to legal specialists
- P9 support legal specialists in the presentation of draft legislation to policy stakeholders
- P10 work with legal specialists to finalise legal drafting that will permit full policy implementation

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#### Knowledge and understanding

*You need to know and understand:*

- K1 specific legislation, regulation and cultural requirements that relate to the nation or region to which the policy will apply
- K2 that the policy formation process involves continuous engagement and partnership with a range of stakeholders meaning that those in policy functions must coordinate and on occasions take the lead but must also constantly seek to ensure that there is full stakeholder engagement
- K3 what information and level of detail is needed by legal specialists to draft legislation that reflects policy intentions
- K4 how to identify features of policy which require legal backing
- K5 why it is important to identify links with existing legislation which may need amendment to complement policy intentions
- K6 how to identify policy features that will become cornerstones of legislation to allow implementation
- K7 the key linguistic requirements of legal drafting
- K8 how to match policy intentions with legal drafting requirements

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#### Additional Information

#### Behaviours

The policy function role demands a high level of professionalism and general professional behaviour that should be taken as read. The most important behaviours that will help you achieve effective performance in this unit are:

##### **Communicating**

1. You present information clearly and in a way that supports legal drafting.
2. You interpret legal drafts concisely and validate them against policy intentions.

##### **Building relationships**

3. You recognise and support skills that legal specialists bring to the conversion of policy into legislation.

##### **Problem solving and decision making**

4. You are willing to make changes to enable policy to be accurately reflected in legal drafting.

##### **Focusing on results**

5. You consistently work towards successful reconciliation of policy and legal requirements.

##### **Acting ethically**

6. You seek to ensure that legislation faithfully reflects policy intentions.

##### **Acting strategically**

7. You seek to ensure that proposed legislation contributes to broad policy strategy.

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