

## SFJPDPS2.6.1

### Monitor the policy landscape as it relates to an active policy



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#### Overview

When an active policy is being maintained, it will be against a changing background and policy environment. For effective maintenance of the policy, it is essential to understand the full nature of that environment and its implications for effective maintenance of the policy. This unit is about how to sustain full awareness of the landscape in which the policy is operating.

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#### Performance criteria

*You must be able to:*

- P1 identify the key areas of the policy landscape that are most significant to the policy being maintained
- P2 set up and maintain routines for monitoring changes and movement in the policy landscape
- P3 identify key features of alignment with other policies and monitor that alignment regularly
- P4 identify the impact of policy on other policy areas and liaise with those responsible for possible changes elsewhere
- P5 analyse the links between the policy being maintained and other policies to test the effectiveness of policy delivery
- P6 identify and agree maintenance actions that might be required to maintain policy alignment with other key policies
- P7 ensure that information about current policy delivery is accessible and contributes to the overall view of the policy landscape

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#### Knowledge and understanding

*You need to know and understand:*

- K1 specific legislation, regulation, governance 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 the overall structure of the policy landscape and how different policy areas are linked with the policy being maintained
- K4 options for sources of information about policies and how they can be accessed
- K5 the features and aspects of a policy that need alignment with other related policies
- K6 ways of measuring the effectiveness of policy delivery
- K7 why it is important to give a balanced and measured response to any external changes and not to make unnecessary changes
- K8 how to keep all stakeholders informed about changes in policy
- K9 specific legislation, regulation, governance and cultural requirements that relate to the nation or region to which the policy will apply

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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 arrange and present information clearly and concisely to provide a comprehensive view of the policy landscape.

##### **Building relationships**

2. You establish and nurture network contacts who can inform you about the key aspects of the policy landscape.

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

3. You analyse and structure information about the policy landscape to develop a shared view of its impact on the policy under consideration.

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

4. You focus attention on the key aspects of the policy landscape that are essential to success.

##### **Acting ethically**

5. You demonstrate political neutrality in your analysis of the policy landscape.

##### **Acting strategically**

6. You conduct the broadest possible review of policies to capture the essence of the policy landscape.

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<b>Relevant occupations</b>	Public Services; Public Service Professionals; Government and Related Organisations
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<b>Suite</b>	Policy Delivery-Public Services
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<b>Key words</b>	policy landscape, monitoring changes, alignment, maintenance, structure of policy landscape, source of information, effectiveness of policy delivery
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