

SFJPDPS2.7.3

Analyse, benchmark and present policy evaluation data



Overview

Effective analysis of evaluation data relies on access to full information. However, the information needs to be organised and collated effectively to make it useful. This unit is about the process of taking raw evaluation data and arranging it in a way that enables it to be benchmarked and presented for consideration before conclusions are drawn.

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Performance criteria

You must be able to:

- P1 analyse quantitative evaluation data to identify trends and patterns
- P2 analyse qualitative data to identify the key themes and isolate minority or purely anecdotal evidence
- P3 draw clear links between quantitative trends and patterns and specific policy objectives
- P4 draw clear links between qualitative themes and specific policy objectives
- P5 identify relevant benchmarks with which to compare evaluation evidence
- P6 assess the comparison between policy evaluation data and benchmark data
- P7 collate all evaluation evidence in a way that reflects options for policy development
- P8 present the analysis of policy evaluation data in a way that enables full analysis

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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 how to analyse quantitative policy evaluation data
- K4 why it is important to distinguish between key themes and isolated minority evidence in qualitative data
- K5 how to identify and distinguish between positive links between policy objectives and evaluation data and links that indicate a need for change
- K6 why it is important to ensure that benchmarks chosen for comparison are valid and appropriate to the policy in question
- K7 how to make valid and relevant comparisons between evaluation evidence and benchmark data
- K8 why it is important to group evidence into key themes that enable conclusions to be drawn and full evaluation to be completed
- K9 how to present evaluation data and benchmark comparisons clearly and effectively

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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 collated evidence clearly and concisely in ways that promote understanding.

Building relationships

2. You identify and build relationships that will support your understanding of evaluation data.

Problem solving and decision making

3. You analyse and structure evaluation data to develop understanding that can be shared with others.

Focusing on results

4. You recognise changes in circumstances revealed by comparison of actual and benchmark data and adjust your activities accordingly.

Acting ethically

5. You show sensitivity to the feelings of those most affected by the evaluation process.

Acting strategically

6. You identify any strategic implications or consequences of comparisons you have made between observed and benchmark data.

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