SFJPDPS2.7.4
Draw conclusions and make recommendations from policy evaluation

Overview

The move from a full evaluation and review to further policy development involves a crucial combination of sound analysis and creativity. It is vital that the conclusions drawn from the evaluation can be justified and that realistic and feasible ideas for development are generated. This unit is all about the process of formulating recommendations for policy change working from sound evidence.

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Performance criteria

You must be able to:

P1 create an overview of the evidence resulting from the policy evaluation

P2 create an overview of the policy landscape as it relates to possible policy developments

P3 create an overview of factors that will influence the sustainability of policy options

P4 generate policy options for consideration in partnership with stakeholders

P5 engage with stakeholders to establish what policy developments may be preferred

P6 identify the benefits and costs of preferred policy development options

P7 assess the risks of preferred policy development options

P8 make firm recommendations or present clear feasible options for policy development

P9 contribute to the decision-making process leading to plans for future policy

P10 construct an action plan to move forward policy development plans

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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   why it is important to prioritise key themes and features of evaluation evidence when creating policy options

K4   how to identify the features of the policy landscape that are most relevant to the policy evaluation

K5   sources of information regarding Political, Economic, Social, Technological, Legislative and Environmental (PESTLE) trends that are relevant to the policy evaluation

K6   methods for generating creative options for policy development

K7   why it is important to engage with stakeholders to test viability of policy options before decisions are made

K8   methods for estimating the costs and benefits of policy options in sufficient detail to present them for decision-making

K9   risk assessment techniques that can be applied to policy options

K10   how to frame firm recommendations for policy development

K11   how to frame clear feasible options for policy development

K12   why it is important to reach decisions on policy development within a reasonable timescale

K13   how to create an action plan that includes Specific, Measurable, Achievable, Realistic. Time-bound (SMART) objectives

K14   why it is important to engage with stakeholders in order to provide appropriate information about policy development decisions and plans

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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 identify clearly the benefits of your recommendations to those who will make the change decisions.

Building relationships

2.   You identify and build relationships with key stakeholders who will influence the reaction to your recommendations.

Problem solving and decision making

3.   You analyse and structure information to inform decisions about the recommendations from the policy evaluation.

Focusing on results

4.   You focus attention on specific details that will influence the success of any actions that are recommended.

Acting ethically

5.   You ensure that your recommendations for action comply with legislation, regulation, organisational policies and professional codes.

Acting strategically

6.   You link the key features of any recommended actions with strategic objectives.

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