SFJPSG2.4.1
Design policy

Overview

This unit is about designing policies which take account of the legal environment, EU considerations and guidance upon policy/regulatory appraisal.

This unit should be used in conjunction with your organisation's own leadership behaviours.

This standard reflects best practice within the PSG in relation to aspects of policy design in the PSG policy framework.

SFJPSG2.4.1
Design policy

You must be able to:

P1 identify clearly and correctly the outcomes sought from the policy

P2 identify and prioritise the issues and objectives to be addressed by the future policy, ensuring that the objectives are in line with the outcomes sought

P3 obtain and analyse relevant information from a variety of sources, including research materials and appropriate experts, and use this to inform planning and to support decision making

P4 identify and consider relevant examples of precedents towards informing the policy

P5 determine and assess the needs and concerns expressed by relevant stakeholders

P6 develop and assess possible policy options which address the issues and achieve the objectives

P7 identify and assess any potential risks associated with the options developed, balancing identified risks with the desired outcomes

P8 assess the likely impact of the options, including any implications for regulation

P9 identify the actions and resources required to implement the preferred policy options

P10 develop and present the preferred options, setting out reasoned justification for the recommendations

SFJPSG2.4.1
Design policy

Knowledge and understanding

You need to know and understand:

K1   current central and organisational guidance upon the design of policy
K2   statutory and legal requirements affecting the design of policy
K3   the importance of long and medium term planning to the success of policy
K4   the topics to be addressed within proposed policy options
K5   how to identify potential risks to the achievement of policy
K6   who the relevant stakeholders are, and how to determine their requirements and concerns relevant to developing policy
K7   sources of information and evidence that can assist policy development
K8   processes for consultation and stakeholder engagement in the development of policy
K9   policy delivery mechanisms and models that are effective
K10   the implications for operational aspects of the business area responsible for the day to day application of the policy being designed

SFJPSG2.4.1

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Additional Information

Behaviours

1 You communicate the preferred options clearly and accurately to relevant people
2 You take personal responsibility for making things happen
3 You find practical ways to overcome barriers
4 You reflect regularly on your own and others' experiences and use these to inform future action
5 You seek to constantly improve performance

SFJPSG2.4.1
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