

SFJPSG2.4.2

Plan and advise upon policy delivery



Overview

This unit is about developing delivery plans for new policies, and providing advice upon their delivery.

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

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

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Performance criteria

You must be able to:

- P1 develop policy delivery plans which take account of parliamentary process, public accountability, and the roles of those whose responsibility it will be to manage implementation
- P2 set out clearly the benefits of the policy and how it achieves its objectives
- P3 articulate clearly any risks and the steps taken to address these
- P4 develop and agree a schedule for delivery of the plan, setting out clear actions, accountabilities and milestones
- P5 identify and prioritise measures for determining the success of the policy, and methods for monitoring and evaluating progress
- P6 identify and ensure the resources required to deliver the policy
- P7 demonstrate creativity and innovation in the delivery of plans, ensuring that plans are practical and take account of the policy's impact upon the regulatory environment
- P8 develop and agree contingency plans to address any aspects of particular uncertainty
- P9 communicate the policy and its delivery plan to all relevant stakeholders, gaining commitment from all necessary parties
- P10 ensure that all those responsible for delivering the policy understand their roles
- P11 monitor and evaluate the delivery of the policy, and use this to inform future plans

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Knowledge and understanding

You need to know and understand:

- K1 parliamentary process, public accountability and the roles of those involved in delivering policy
- K2 project management skills appropriate to managing the delivery of policy
- K3 the topics to be addressed within a policy delivery plan
- K4 the importance of consulting with colleagues and other stakeholders during the development of the plan
- K5 policy delivery mechanisms and models that are effective
- K6 principal types of obstacles in the delivery of policy and how these might be overcome
- K7 processes for consultation in the development of a delivery plan
- K8 the importance of effective briefing and how to arrange this
- K9 the implications for operational aspects of the business area responsible for the day to day application of the policy

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Additional Information

Behaviours

- 1 You present ideas and arguments clearly, concisely and convincingly
- 2 You articulate the assumptions made and risks involved in understanding a situation
- 3 You ensure that others understand and agree what is expected of them

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