

SFJPSG5.1.3

Engage with experts to gather and evaluate evidence for the public sector



Overview

This unit is about engaging with and managing your organisation's business relationship with third-party experts in the gathering and evaluation of evidence to support the appraisal and evaluation of policies, projects and programmes.

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 Analysis and Use of Evidence core skill.

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Performance criteria

You must be able to:

- P1 brief third party suppliers of evidence fully and accurately, providing all necessary information
- P2 review draft proposals from the supplier(s), assessing them against the agreed aims and objectives for the appraisal or evaluation
- P3 confirm that the proposals will address the agreed requirements for gathering and evaluating evidence
- P4 accept only those proposals which fulfil the agreed aims and objectives, and are justified as offering value for money
- P5 identify where research proposals do not fulfil the brief, and provide feedback accordingly
- P6 agree performance criteria and a scheduled action plan for the delivery of the evidence requirements which the expert is to supply
- P7 agree evaluation criteria against which the effectiveness of the selected expert's proposed programme is to be assessed
- P8 monitor the expert's deliverables and the performance of the research programme against the agreed criteria, identifying any deviations promptly
- P9 address any deviations, making agreed tactical changes to the research programme promptly
- P10 evaluate objectively the expert's performance, and the effectiveness of their programme, and use this to inform future activities
- P11 determine the reliability of the evidence, identifying whether any additional evidence is required to support the objectives, and take the appropriate action to address this
- P12 brief colleagues and other stakeholders in the results of the research, including how far the resulting evidence fulfils requirements

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Knowledge and understanding

You need to know and understand:

- K1 the importance of briefing potential third party experts fully, and the implications of not doing this
- K2 the importance of clarifying the work required
- K3 the topics to be covered within proposals addressing requirements for gathering and evaluating evidence
- K4 how to assess objectively the merits of proposals, including the factors to be considered
- K5 the importance of establishing and maintaining agreed lines of communication with the third-party expert
- K6 why it is important to monitor the business relationship with third-party experts for conflict, and how to identify the cause(s) of conflict if it occurs, and how to deal with it promptly and effectively
- K7 legislation, regulation, guidelines and codes of practice relating to the services being provided
- K8 the levels of skills and competence, and the relative areas of strength and weakness of the third-party expert
- K9 agreements/contracts relating to the third-party expert, and associated service levels agreed
- K10 the aims and objectives sought from the third-party expert

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Additional Information

Behaviours

- 1 you present information clearly, concisely and accurately and in ways which promote understanding
- 2 you work to develop an atmosphere of professionalism and mutual support
- 3 you show respect for the views and actions of others
- 4 you recognise imaginative and innovative solutions

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