



## Constitutional and Government Systems and Processes

### Practising

Understands how the constitutional roles of the three branches of government operate, and policy, legislative, and parliamentary processes.

- Understands and follows processes to ensure policy proposals meet the requirements of Cabinet and Parliamentary processes.
- Can apply required frameworks and processes to policy proposals.
- Understands the constitutional nature of te Tiriti o Waitangi and what it means to comply with the Treaty and Treaty settlements in policy work.

### 70% on-the-job learning

Build good relationships with officials and departmental advisors in the minister's office.

Read the Policy Project's guidance on [Writing for Ministers and Cabinet](#).

Review [Turning Policy Into Law](#) to learn about working with the Parliamentary Counsel Office and providing instructions for legislative drafting.

Work with your agency's legal team and the Parliamentary Counsel Office to provide instructions for legislative drafting.

Mentor junior staff on government systems and processes.

Learn about how the structure of government entities influences the level of involvement in policy processes. Read the Public Sector Commission's information on machinery of government: [System Design](#).

Lead Cabinet papers through cross agency processes (e.g. consultation on papers, cross-agency briefings).

Participate in increasingly complex Cabinet and Parliamentary processes.

Can carry out [impact analysis requirements](#) for policy proposals that involve regulatory change.

### 20% learning from others

Shadow senior managers involved in providing advice to the minister, Cabinet committees, and negotiating with Parliamentary counsel about legislative drafting, and participate in select committee processes.

Establish networks with the people who have relevant knowledge about government systems and processes to help you undertake your policy projects effectively.

### 10% formal training

Take advanced courses on machinery of government, select committee processes, legislative processes, and policy development for senior practitioners.

The Treasury can run courses on Public Sector Budgets. G-Reg and ANZOG both schedule workshops and seminars from time to time on regulatory design and practice.

Attend seminars with experts in specific processes, such as:

- [Public Policy Fundamentals](#) by Wellington Uni Professional
- [Introduction to Parliament and Select Committees](#) by the Office of the Clerk
- [Policy to Legislation](#) by the Office of the Clerk.