



Understands the Government's priorities and the relevant political context that shapes decision making.

- Becoming aware of the Government's agenda and priorities, and where your agency's work fits.
- Developing knowledge of the agency's political context (stakeholders, thought leaders and commentators, and current issues).
- Growing understanding of the implications of the Treaty of Waitangi for policy making in their work domain.

70% on-the-job learning

Read party manifestos, and relevant government and cross-party coalition and confidence and supply agreements.

Review written statements of the Government's objectives and the minister's priorities.

Attend staff meetings to get a regular download from senior managers on the minister's priorities.

Read the Public Service Commission's [A guide on integrity and conduct](#).

Watch the Prime Minister's post-Cabinet press conference and look at what might be relevant from the political television programmes.

Regularly read the minister's media releases and speeches posted on the Beehive website.

Attend Parliament or watch Parliament TV when an issue or question of the day relevant to your team's work is being discussed, to see how the matter is addressed.

Consider how political decisions impact on your agency's stakeholders.

Identify the other agencies and ministers who might have an interest in your agency's policy work.

Know the tools of government research (for example, Brookers for legal matters and Hansard for transcripts of Parliamentary debates) and how to use them appropriately in your work.

Read the Te Ara – Encyclopedia of New Zealand extract on the [Principles of the Treaty of Waitangi – ngā mātāpono o te Tiriti o Waitangi](#), a range of Waitangi Tribunal reports, and consider how the Crown's obligations under the Treaty of Waitangi relate to your work.

Read the [Treaty of Waitangi analysis](#) material in the Policy Project's Policy Methods Toolbox, which includes the Cabinet Office circular [Te Tiriti o Waitangi/Treaty of Waitangi Guidance](#) developed by Te Arawhiti – the Office for Māori Crown Relations, on how to apply the terms and concepts of the Treaty of Waitangi to policy development and implementation.



20% learning from others

Discuss with your manager where your team's work fits within the minister's priorities.

Learn from other colleagues who have experience in interacting with ministers and Parliamentary processes.

Discuss with senior colleagues the historical context of any reforms to your agency or sector and whether there are any documents that would be helpful to read.

Learn about the respective roles and responsibilities of staff in the minister's office (e.g. private secretaries, political advisors, media advisors) through discussions with more senior colleagues.

If possible, accompany your manager or senior colleagues to meetings with the minister.

If possible, accompany your manager or other senior colleagues to a select committee meeting and discuss afterwards the difference between policy and political issues.

If possible, accompany your manager or senior colleagues to a meeting with Māori or iwi groups and discuss afterwards how the Public Service could better incorporate Te Ao Māori perspectives into policy processes.

Interview your more senior colleagues about who the key stakeholders in your agency's sector are, their interests, and how they are likely to influence your policy work.

Discuss with senior colleagues who the key decision makers are in your agency.

Accompany your manager or other senior colleagues to your agency's executive leadership meetings.

Identify the implications of the Treaty of Waitangi principles for a policy option you are involved in, and get feedback from a colleague.

10% formal training

Take a course on the Treaty of Waitangi and cultural perspectives in policy making.