



**DTK**  
AND ASSOCIATES

# BACKGROUND



**DEFINITION: IMPLEMENTATION-READY POLICY ADVICE CHECKS BEFORE DECISIONS ARE MADE.**

**WHO ARE THESE SERVICES FOR: AGENCIES, POLICY TEAMS, REFORM LEADS, EXECUTIVES AND BOARDS WORKING WITH CABINET PAPERS, POLICY ADVICE, REFORM PROPOSALS, BUSINESS CASES, STRATEGY DOCUMENTS AND IMPLEMENTATION PLANS.**

**CORE QUESTION: IS THIS ADVICE IMPLEMENTATION-READY, OR DOES IT ONLY WORK ON PAPER?**

# THREE TIERS



**LIGHT CHECK: REVIEW OF ONE MAIN DOCUMENT AND SUPPORTING MATERIAL; IMPLEMENTATION-READINESS COMMENTS; A SHORT WRITTEN DIAGNOSTIC; ONE DISCUSSION WITH THE CLIENT. BEST FOR A QUICK IMPLEMENTATION CHECK, AN ADVICE RED-TEAM, OR AN EARLY WARNING ON DELIVERY GAPS BEFORE A PAPER IS FINALISED.**

**STANDARD DIAGNOSTIC. DOCUMENT REVIEW; IMPLEMENTATION LOGIC CHECK; RISK AND DELIVERY ASSUMPTIONS REVIEW; ADMINISTRATIVE BURDEN SCAN; DECISION-RIGHTS AND ACCOUNTABILITY CHECK; WRITTEN FINDINGS; WORKSHOP WITH THE POLICY OR REFORM TEAM. BEST FOR A SIGNIFICANT POLICY ADVICE PACKAGE, A CABINET PACKAGE, A REFORM PROPOSAL, AN IMPLEMENTATION PLAN, OR A BUSINESS CASE.**

# THREE TIERS



**DEEP IMPLEMENTATION-READINESS REVIEW. DOCUMENT REVIEW; TARGETED INTERVIEWS; IMPLEMENTATION ARCHITECTURE REVIEW; DESIGN AND DELIVERY SYSTEM ANALYSIS; AUTHORITY AND DELEGATIONS ISSUES WHERE RELEVANT; CAPABILITY, RISK AND BURDEN ASSESSMENT; WRITTEN REPORT; EXECUTIVE WORKSHOP. BEST FOR MAJOR REFORM, HIGH-RISK IMPLEMENTATION, CROSS-AGENCY WORK, AND POLITICALLY OR INSTITUTIONALLY SENSITIVE ADVICE.**

