## Regulatory Practice Unit Standard Review 2021

## As a continuation of our review of the Regulatory Practice qualifications, Skills will be conducting review of the Regulatory Practice unit standards under the subfield- Public Sector Compliance.

This purpose of this project will be to review the unit standards under the subfield. We are seeking expressions on interest in being part of The Working Group.

## The Working Group

## The role of the Working Group is to represent the stakeholders in the review.

**The Working Group is expected to:**

* provide critique during the review of the unit standards aligned to version 2 of the Regulatory Practice qualifications
* ensure the unit standards are fit for purpose and reflect currency for the next 5 years
* consult with networks and consider feedback from the wider consultation group and communicate this to The Skills Organisation
* provide final endorsement of the unit standards prior to submission to NZQA.

**Interested persons should consider the following:**

* participation in this review is voluntary and non-funded by The Skills Organisation
* travel and day costs will be met by each individual or their organisation
* members will be chosen based on their expertise and suitability
* the initial meeting will be a video conference meeting via Microsoft Teams with an overview of the unit standard review. The format of subsequent meetings will be decided among the group
* pass the reviewed Unit Standards for Level 5- Specialist Operational Practice onto their audit, inspection and investigation teams for wider consultation
* if you are unable to attend in person but would like to receive project updates and provide feedback on project developments, you can subscribe to the wider consultation group
* the duration of this review will be between February- June 2021 to ensure that the unit standards are ready for registration by end of Quarter 2 of 2021.

Your contribution will help build the people capability goal of the Government Regulatory Practice Initiative.

Express your interest to be considered for the Working Group by emailing the completed EoI form to Sandy Chan (email: sandyc@skills.org.nz) by **Friday 29th January 2021.**

Selected members will be informed by close of business on **Monday 1st February 2021**.

### **Expression of Interest**

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| The Skills Organisation is seeking expressions of interest to be considered as a member in the **Working Group** for the review of the Regulatory Practice unit standards. Complete this form and send by email to Sandy Chan (sandyc@skills.org.nz) by **Friday** **29th January.**  |
| **First name:** | **Surname**: |
| **Organisation name and address:** |
| **Role/Position:** |
| **Work landline:** | **Cell phone:** |
| **Email:** |
| **Give a brief description of your industry knowledge and experience.** |
| * I have the time, depth of knowledge, and breadth of experience to contribute.
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| * I am available for the first VC meeting on the **16th February 2021**
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| * If invited I am available to participate in person as a member of the Working Group, contributing to overall qualification structure and scope

**OR*** I cannot participate in detailed development but would like to receive progress drafts for comment and feedback (wider consultation group).
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| **Any further comments:** |
| **Signed:** | **Date:** |

#### Participation in the review of Regulatory Practice Unit Standard Review 2021

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###### Projected Timeframes

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| Stage | Date | Project Milestones and Deliverables | Responsible |
| 1 | December 2020 | **Planning and Terms of Reference**Draft edit of unit standards Draft project plan documentDraft terms of referenceProject budgets Project launched and industry advisedExpression of Interest sent out | Skills |
| 2 | 29th January 2021 | **Working Group formation**EoIs due  | Skills |
| 3 | February 2021 | **Working Group notified 1st February**Confirmation of project structure WG Responsibilities and ToR agreedInitiation of detailed development**16th February**- First review meeting- overview of the review process and start on first drafts | Skills/Working Group  |
| 4 | March 2021  | **Subsequent meetings**Documentation endorsed by Industry representatives | Skills/Working Group  |
| 5 | April 2021 | **Subsequent meetings**Documentation endorsed by Industry representatives | Skills/Working Group |
| 6 | May 2021 | **Quality Assurance and submission to NZQA**Documents submitted to NZQA | Skills |
| 7 | June-July 2021 | **NZQA Approval**Unit standards registered on the NZQF and published on the NZQA websiteStakeholders notified | Skills/NZQA  |

\*Please note that there may be more than 1 meeting a month and can be either virtual or F2F. This will be decided amongst the group.