

092306T4SWC

SOCIAL WORK AND COMMUNITY DEVELOPMENT LEVEL 6

COD/OS/SW/CC/02/6/A

Conduct Social Policy Formulation and Public Administration

March/April 2025



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

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WRITTEN ASSESSMENT

Time: 3 HOURS

INSTRUCTIONS TO CANDIDATE

1. This paper consists of **TWO** sections: **A** and **B**.
2. Attempt **ALL** questions in section A
3. Attempt **QUESTION 12** and **ANY OTHER TWO (2)** questions in section B.
4. Marks for each question are indicated in the brackets.
5. Candidates are provided with a separate answer booklet
6. Do not write on the question paper.

This paper consists of FOUR (4) printed pages

Candidates should check the question paper to ascertain that all pages are printed as indicated and that no questions are missing

SECTION A (40 MARKS)

Attempt all questions in this section

1. The development of a policy is always informed by existing data and the situation at hand in society. Differentiate between the TWO main types of data collected by a researcher for this purpose. (4 Marks)
2. Numerous actors may be involved in the policy formulation. State FOUR stakeholders in the policy making process. (4 Marks)
3. The essence of policy analysis is to seek answers to questions such as whether the policy will work or not, through the application of policy techniques and tools. List THREE tools of policy analysis. (3 Marks)
4. The government is the custodian of the interests of the citizens hence its role in policy development process. State FOUR roles of government in policy development. (4 Marks)
5. State THREE ways in which government provides enabling social policies to the disadvantaged members of the society. (3 Marks)
6. Social policies play a pivotal role in the society if implemented effectively. Mention FOUR roles of social policies in social development. (4 Marks)
7. Decision making is a conscious choice of what needs to be done during all the aspects of policy development. List FOUR types of decisions. (4 Marks)
8. Identify FOUR factors that influence policy formulation. (4 Marks)
9. Monitoring and evaluation of social policies is done to inform on the relevance of policies in meeting their objectives. State FOUR importance of monitoring and evaluating social policies. (4 Marks)
10. Success stories relating to social policies and welfare services are always documented for many purposes. State FOUR characteristics of good documentation tool. (4 Marks)
11. State TWO reasons for conducting risk management during policy formulation. (2 Marks)

SECTION B (60 MARKS)

Attempt question 12 (compulsory) and any other TWO questions in this section

12. Sidai Community Conservancy is a project that was started by the government as part of a policy aimed at addressing climate change and global warming. The project involves distribution of tree seeds to community members who sow them in seed beds and resell the seedlings back to the government for distribution. The role of the government in this project is to provide funds to buy seedlings and also carry out capacity building for the farmers. There is a committee which is entrusted to be a link between the community and the government. In the course of the programme, allocation of funds by the government delayed hence, they could not put the seeds in the nursery on time. The community members started losing interest in the project. This made the community members to eventually stop participating in the project. Upon investigation, it was realized that the committee had misappropriated funds and also misused resources which led to the government reviewing the project policy on climate change.

a) Using the case study above:

i. Identify FIVE challenges in policy implementation. (5 Marks)

ii. Define policy review. (2 Marks)

iii. State THREE importance of policy implementation. (3 Marks)

b) Discuss FIVE ways of addressing the challenges related to social policy implementation. (10 Marks)

13. Devolved governments are empowered by the constitution of 2010 to develop their own budget policies and use the revenue collected for development. These budgets however cannot be implemented without giving the community members an opportunity to give their views on the policies.

a) Discuss FIVE importance of public participation in the process of policy development. (10 Marks)

b) Discuss FIVE ways used in creating awareness about the need for public participation. (10 Marks)

14. Mr. Dawn works with the county government as the social welfare service officer. Due to climate change, the county experienced a longer drought season which necessitated the provision of material aid to the people. He has been tasked to prepare a logistical plan to be implemented in offering aid to the community.

- a) Describe the steps followed in preparing the logistical plan. (10 Marks)
- b) Explain FIVE strategies that the county office may use to enhance social services.

(10 Marks)

15. The best policy can only be reached through making conscious choices regarding the issues at hand through decision making.

- a) Explain the SEVEN steps taken in decision making process. (14 Marks)
- b) Discuss the THREE models of social policy. (6 Marks)