

# **Universities New Zealand – Te Pōkai Tara Ngā Tikanga Paihere Application**

**September 2021**

**“Mā ngā tikanga e arahina - Be guided by good principles”**

This document has been endorsed on the 14 October 2021 by – (NZVCC, TKA, UNZ Programme Manager - Evidence and Evaluation)

**Last Reviewed: September 2021**

**Next Review: September 2023**

## Ngā Tikanga Paihere

Ngā Tikanga Paihere (2020) was developed by Statistics New Zealand. Organisations who are using the IDI are required to show how this is applied within their own operating context.

<https://data.govt.nz/assets/data-ethics/Nga-Tikanga/Nga-Tikanga-Paihere-Guidelines-December-2020.pdf>

Ngā Tikanga Paihere is a framework and tool that:

- Guides safe, responsible, and culturally appropriate use of data
- Ensures data use is carefully considered
- Ensures data practices occur in good faith.

The framework draws on 10 tikanga (Te Ao Māori/Māori world concepts) and aligns with the current model of the 5 Safes Framework which is used to manage safe access to integrated data at Stats NZ. Ngā Tikanga Paihere was originally designed to build and maintain public trust and confidence in the way Stats NZ manages access to microdata<sup>2</sup> in the Integrated Data Infrastructure (IDI)<sup>2</sup>.

### Development of Ngā Tikanga Paihere

Ngā Tikanga Paihere was developed in 2018 by Stats NZ and Māui Hudson, Associate Professor at Te Pua Wānanga ki te Ao, Faculty of Māori and Indigenous Studies, University of Waikato. The framework was designed to guide the appropriate use of microdata in the IDI, with a focus on how data about Māori and other under-represented sub-groups is used for research purposes.

Ngā Tikanga Paihere also guides data users and researchers on how they could bring better insights to the data, by building relationships with communities from whom the data originates. In publishing the framework Stats NZ encourages others to apply Ngā Tikanga Paihere in other data use contexts.

### What are tikanga?

Tikanga are appropriate customary practices, or 'layers of the culture' developed by Māori communities and individuals and informed by common cultural values and concepts<sup>3</sup>.

Tikanga are more than just 'rules'. They are best described as a form of social control and can guide the way relationships are formed, provide ways for groups to interact, and even guide the way people identify themselves<sup>4</sup>. Tikanga informs frameworks that address ethical issues and guide good behaviour and practice when engaging with Māori and the things that matter to them.

### Application at UNZ

The following UNZ guidelines have been co-developed alongside the UNZ committee – Te Kāhui Amokura. The development and application of Ngā Tikanga Paihere is an additional segment to the university's sectors work towards Te Tiriti o Waitangi.



Mā ngā tikanga e arahina - Be guided by good principles

Principle	Description	Scenario	Application
<b>Pūkenga</b> Knowledge and expertise	Researchers demonstrate an awareness and intention to work with data in culturally appropriate ways.	When there are information and data requests or project proposals that focus on specific ethnic groups (Māori or Pacific peoples).	UNZ Programme Manager - Evidence and Evaluation must engage early and seek endorsement with the relevant UNZ committees. To ensure the technical expertise in creating insights from data goes alongside the appropriate cultural narratives (can be Iwi level narratives).
<b>Pono</b> Accountability and transparency	Level of accountability to communities of interest is explained and there is a community support for the research.	The UNZ Programme Manager - Evidence and Evaluation/ relevant staff member meets with relevant committees to seek data project endorsement.	UNZ ensures the data request form is filled, relevant committees are consulted, and request is approved by UNZ CE and relevant committee chair/s.  UNZ Research findings or outputs must be publicly available on UNZ website and UNZ committees notified about the release of findings on regular basis
<b>Wānanga</b> Organisations	Institutions have established systems, policies, and procedures to support culturally appropriate practices when working with data.	All UNZ data related requests go through the <b>UNZ Ngā Tikanga Paihere Application process</b>	UNZ ensures the data request form is filled, relevant committees are consulted, and request is approved by UNZ CE and relevant committee chair/s.  UNZ Research findings or outputs must be publicly available on UNZ website and UNZ committees notified about the release of findings on regular basis
<b>Wairua</b> Community good	Community objective is aligned with research objectives and any potential harm is considered.	UNZ ensures project objectives are outlined for each information request or research project and during the consultation process with UNZ committees.	Data request will only be approved if the relevant stakeholders/committees are confident that research and community objectives are aligned. Any potential risks and harm are considered, discussed and a risk mitigation plan is co-developed.
<b>Tapu</b> Sensitivity and risk	Sensitivities in the use of data are identified including privacy issues for whānau and identifiable groups.	When the UNZ data requests or project proposal focuses on specific ethnic groups which may identify small population numbers, or other identifiable factors.	Relevant UNZ committees will be able to assess the sensitivity and risk related with data request.  In addition to existing confidentiality practices where individuals or education institutions will not be identified, the data request will ensure that identifiable groups such

			as iwi or whānau groups are not identified, unless endorsed by relevant UNZ committees.
<b>Whakapapa</b> Community relationships	Researchers establish suitable relations with communities before undertaking substantive research.	In circumstances where data requests or project proposals require primary data regarding Māori or Pacific Peoples is required.	The relevant UNZ committees will be the voice of these communities.  As a part of the initial early engagement UNZ will ensure the relationship is established before the research proposal is endorsed.
<b>Tika</b> Value for all	Research should be part of a body of work that contributes towards better outcomes for Māori, Pacific Peoples and all New Zealanders.	Any data requests or project proposals that have focus on specific Māori and Pacific Peoples (or other ethnic groups) should inform or contribute directly to the strategic goals of those UNZ committees.	UNZ committees will ensure that there is alignment between the data requests, project proposals, and the strategic goals of those UNZ committees. This ensures a process where everybody benefits from the work.
<b>Kaitiaki</b> Data stewardship and governance	Communities of interest are identified and involved in research decisions as early as possible.	When there are information and data requests or project proposals that focus on specific ethnic groups (Māori or Pacific peoples).	The relevant UNZ committees will be the voice of these communities.  As a part of the initial early engagement UNZ will ensure the relationship is established before the research proposal is endorsed.
<b>Mauri</b> Data transformation and provenance	Researchers show how the research transforms from its original collection purpose to answer research objectives.	When data request or project is approved and UNZ has preliminary results are available.	UNZ Programme Manager - Evidence and Evaluation will provide detailed outline of methodology and scope of the work for consultation.  The relevant UNZ committee and UNZ CE to approve the output if the methodology and scope of the work meets the research objectives.
<b>Noa</b> Benefit and opportunity	Data is readily accessible and there is a demonstrated awareness of the impact on communities of interest.	When data request or project is approved, and final results are available.	Final sign-off on data request or project requires the relevant UNZ Committee and UNZ CE.  Approved and final results of UNZ analysis will be publicly available on the UNZ website to inform the relevant communities and create future opportunities.

## Ngā Tikanga Paihere – Process

The following process has been developed to support UNZ in culturally responsive data practices as highlighted in Ngā Tikanga Paihere. It will provide UNZ with practical evidence of the framework in action.

### Process Overview

1. **Data Request Form** (see template below) is filled out and sent to the UNZ Programme Manager - Evidence and Evaluation. UNZ CE is informed of the data request.
2. UNZ Programme Manager – Data and Evaluation **reviews** the Data Request Form (any missing/or required information is then filled in through discussion with those who submitted the form).
3. The **completed** Data Request Form goes to the relevant committees for an initial data discussion.
4. The committees will determine their level of **participation** in the project:
  - Informed, committee will participate**
  - For noting, not a priority**
  - No, not interested in participating this data application any further**
5. If “Informed/For noting” is selected the Data Request form will be **assessed and endorsement** given (if it meets the Ngā Tikanga Paihere Guidelines):
  - a. **Wairua** (Community good)
  - b. **Tapu** (Sensitivity and risk)
  - c. **Whakapapa** (Community relationships)
  - d. **Tika** (Value for all)
  - e. **Kaitiaki** (Data stewardship and governance)
6. Relevant committee Chairs and UNZ CE will **endorse or seek further information**.

### If data request **endorsed**:

7. The UNZ Programme Manager – Data and Evaluation will do an initial IDI scope of the work.
8. The preliminary results will be provided to the relevant committees and UNZ CE.
9. The relevant committees will ensure the following principles have been upheld by UNZ:
  - a. **Mauri** (Data transformation and provenance)
  - b. **Tika** (Value for all)
10. The relevant UNZ committees and UNZ CE give endorsement for the data or project release.
11. UNZ Programme Manager – Data and Evaluation and relevant Portfolio Managers ensure that the **Noa** principle is met. Research finding or outputs will be made publicly available on UNZ website and UNZ committees notified about the release of findings.
  - a. **Noa** (Benefit and opportunity)

### If data request is **declined**:

12. Relevant committees will **provide feedback** on the Data Request Form to the UNZ Programme Manager – Data and Evaluation, and UNZ CE.
13. Data Request Form can be **resubmitted** to the relevant committees once feedback has been applied.

# Ngā Tikanga Paihere – UNZ data Request Template

Updated 1/09/2021

UNZ Data Request Template	
<b>Contacts</b>	Date of data request (DD/MM/YYYY) Organisation (Affiliation) Primary contact (Title, names) Contact email
<b>Population of interest</b>	Describe the population/s of interest Are Māori a group of interest? (YES?NO)  Are specific iwi a population of interest? (Select all that apply) <div style="float: right; border: 1px solid #4F81BD; padding: 2px 5px; background-color: #4F81BD; color: white; margin-top: 10px;">Click to update</div>
<b>Data coverage</b>	Describe the years or cohorts of interest
<b>Data request</b>	Data request (Describe)
<b>Purpose</b>	Describe the objectives/purpose of this request
<b>Desired output</b>	Describe the format of desired output
<b>Methods</b>	Specify the desired method or approach for this data request (if known)
<b>Intended use</b>	Describe intended use
<b>If Māori is a group of interest: For internal use by UNZ and UNZ committees</b>	Relevant UNZ committee for consolation (Select all that apply) <div style="float: right; border: 1px solid #4F81BD; padding: 2px 5px; background-color: #4F81BD; color: white; margin-top: 10px;">Click to update</div>
	Level of participation by committee
	Assessment for <b>Wairua</b> (Community good)
	Assessment for <b>Tapu</b> (Sensitivity and risk)
	Assessment for <b>Whakapapa</b> (Community relationships)
	Assessment for <b>Tika</b> (Value for all)
	Assessment for <b>Kaitiaki</b> (Data stewardship and governance)
	<b>Endorsement</b> by UNZ Committee chair
	<b>Endorsement</b> by UNZ CE
	Date of endorsement (DD/MM/YYYY)
<b>UNZ Programme Manager (Evidence and Evaluation)</b>	Methods and approach taken (describe)
	Assessment for <b>Noa</b> (Benefit and opportunity)
<b>For internal use by UNZ and UNZ committees</b>	Assessment for <b>Mauri</b> (Data transformation and provenance)
	Assessment for <b>Tika</b> (Value for all)
	Output release <b>approved</b> by UNZ Committee chair
	Output release <b>supported</b> by UNZ CE
	Date of approval (DD/MM/YYYY)