

Title	Demonstrate knowledge of evidence in, and constraints on, policy development in a public sector or other policy context		
Level	5	Credits	6

Purpose	<p>This unit standard is designed for people employed in positions where they are required to interpret statistical data to make and/or report on recommendations.</p> <p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> – demonstrate knowledge of the nature of evidence in policy development, including official statistics, in a public sector or other policy context; – describe and assess legal and ethical issues relating to the collection and use of data for policy purposes in a public sector or other policy context; and – identify and analyse issues and make recommendations relating to the impact on respondents of the collection and use of data for policy purposes in a public sector or other policy context.
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Classification	Public Sector Services > Public Sector Core Skills
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Available grade	Achieved
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Guidance Information

- 1 References
 Human Rights Act 1993;
 Income Tax Act 2007;
 Local Government Official Information and Meetings Act 1987;
 New Zealand Bill of Rights Act 1990;
 Official Information Act 1982;
 Protected Disclosures Act 2000;
 Privacy Act 1993;
 Public Finance Act 1989;
 State Sector Act 1988;
 Statistics Act 1975;
 Information sharing agreements between government agencies and any other organisations;
 Treaty of Waitangi/Te Tiriti o Waitangi;
 United Nations Fundamental Principles of Official Statistics; and
 any relevant legislation applicable to specific government agencies and any other organisations whose employees are supplying evidence for assessment against this unit standard.

Statistical obligations may also exist under a range of treaties and conventions, e.g. World Health Organisation (WHO), or environmental treaties such as the Paris Climate Agreement.

Any reference superseding any of the above will apply, pending review of this unit standard.

- 2 Where assessment will occur for an international audience, the applicable or equivalent legislation of the country where assessment is taking place may be used. Statistical related obligations may also exist under a treaty of conventions, e.g. WHO conventions or environmental treaties such as the Paris Climate Agreement.
- 3 **Recommended entry knowledge and skills**
It is recommended that candidates have basic data transformation skills, including the ability to use simple formulae in a spreadsheet application, and be able to compute the value of a simple mathematical expression.
- 4 Demonstration of knowledge and skills must be consistent with any applicable code or codes of conduct such as the New Zealand State Services Code of Conduct, Standards of Integrity and Conduct (available from <http://www.ssc.govt.nz>) and/or any other organisation or sector specific code or codes of conduct and/or ethics.
- 5 Although this unit standard is classified under *Public Sector Services > Public Sector Core Skills* it is written so it can also be applied to non-public sector organisations as well as within the public sector. Examples of such non-public sector organisations are non-governmental organisations (NGOs), charities, and iwi authorities.
- 6 **Definition**
Assess refers to the process of judging that the material is fit for purpose including the quality, origins, and currency of the sources of the material.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of the nature of evidence in policy development, including official statistics, in a public sector or other policy context.

Performance criteria

- 1.1 Define official statistics.
- 1.2 Describe the components of the official statistics system.
- 1.3 Identify key collectors, publishers, and users of official statistics.
- 1.4 Describe the stages of the policy cycle, and the use of evidence at each stage.

Outcome 2

Describe and assess legal and ethical issues relating to the collection and use of data for policy purposes in a public sector or other policy context.

Range description may include but is not limited to – United Nations fundamental principles for Official Statistics, privacy, security, confidentiality.

Performance criteria

2.1 Describe and assess the collection and use of data for policy purposes in a public sector or other policy context in terms of meeting legislative requirements and any other obligations.

2.2 Describe and assess privacy, security, and confidentiality protection procedures, in context, for Official Statistics and/or other data collections.

Range may include – custodianship, physical storage arrangements, right to access and correct data, cultural practices.

2.3 Describe and assess collection and use of data in terms of meeting ethical requirements in a public sector or other policy context

Range ethical issues may include but are not limited to – United Nations fundamental principles for Official Statistics, response burden, cultural practices, re-use of data, barriers to access to data, inappropriate question design, sensitive personal and social issues such as health and education, impartial analysis of data, fair release practices (covered in Statistics Act), whether the data will be re-used in future studies (secondary use), use of opt-in and opt-out surveys, incentives, proxy information, statistical versus operational use of data.

Outcome 3

Identify and analyse issues and make recommendations relating to the impact on respondents of the collection and use of data for policy purposes in a public sector or other policy context.

Performance criteria

3.1 Identify, analyse, and describe the impacts relating to the collection and use of data on respondents.

Range impacts may include but are not limited to – refusal, response and call-back rates, levels of editing and imputation, accuracy of responses, trust in government or authority, response rates of future surveys.

- 3.2 Make recommendations for reducing the adverse impacts of the collection and use of data on respondents.

Replacement information	This unit standard replaced unit standard 23271.
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This unit standard is expiring. Assessment against this standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	14 December 2017	31 December 2023
Review	2	15 December 2022	31 December 2023

Consent and Moderation Requirements (CMR) reference	0121
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.