

## How-To Guide – Māori Consultation

**Date:** This should be the date you are completing the form, not the date you are undertaking surveys/focus groups etc.

**Faculty:** This should be the Faculty (not school or department) where you are undertaking your research (e.g., Engineering).

**Department/School:** This should be the specific department or school where you are undertaking your research (e.g., Mechanical Engineering).

**Principal Investigator:** This should be the first and last name of the PI (which should be the person completing the form in most cases). Include title – e.g., Dr, Professor, etc. – if applicable.

**Contact Email:** This should be your PG or staff email, or a permanent personal email address if you prefer.

**Level of Study:** This should indicate the level of study/degree for which you are undertaking this research (e.g., Master's, Doctoral, Honours), or "Staff" if you are a member of staff.

**Research Group:** If this study is part of research begin undertaken as part of a specific research group, indicate this here.

**Associate Investigators:** This should include the name and department of all associate investigators. If you are a student completing this form, this should also include your research supervisors. It is a good idea to include iwi/hapu of any Māori researchers you may be working with.

**Funders:** This should include any sources of funding for your project including external, central, or departmental scholarships.

**Cultural advisors/mana whenua representatives:** This should include any independent cultural advisors or mana whenua representatives you have consulted. This would not usually include UC staff.

**Kā Waimaero or Kaiārahi consultation:** This should include any UC Kaiārahi or staff from Kā Waimaero | Ngāi Tahu Centre Office of Treaty Partnership from whom you have sought advice. This might include both faculty/school Kaiārahi, and R&I or Graduate School Kaiārahi. **Please note that the first point of contact once it has been determined that you need to complete a consultation form should be your faculty/school Kaiārahi.**

**Project Title:** Full title of the proposed research

**Concise description of the project:** This can be the summary/abstract that is included in your research funding application. It must be clear, concise and in lay terminology that will assist the reader to have a good understanding of the proposed project and methodology. This should not exceed 1 page (around 500 words).

### **Does the proposed research involve any of the following impact areas?**

Underline each impact area and in the next section of the form describe how you will ensure you remain culturally responsive and responsible throughout the research. Use each of the impact areas as headers to focus your responses. As a starting point, consider the key questions listed here under each of the headings and formulate your responses based on these. Responses do not need to be long but should clearly and concisely describe the reason for you underlining the section, and specifically identify actions that will be taken to ensure any cultural requirements are appropriately navigated.

Culturally responsive research occurs:

- When we invite Māori to bring their cultural knowledge and expertise to our research endeavours.
- When we hold that Māori should be consulted in all matters relating to the research if it is about them.
- When ownership of the cultural knowledge and who drives it – or what sits behind it – are considered and addressed.
- When opportunities are created to learn from all those involved in the research.
- When it increases our understandings of cultural difference and keeps intact the cultural integrity of all involved.

### **Does your research have significant Māori content?**

Key questions to consider:

- Does your research make references to things Māori, including knowledge by Māori and/or about Māori?
- Is there any reference to tikanga (custom), whakapapa (history), whenua (land and environment), iwi Māori (Māori people), taonga (including Māori language)?
- What (specifically) do you identify to be the Māori content that is included in the research?
- How will you ensure that this Māori content is used in a way that will serve to strengthen the communities from which the content came?
- Have you identified ways in which recognition will be given to those communities?

### **Does your research involve accessing Māori sites?**

Key questions to consider:

- Will your research take place on wāhi tapu (sacred lands)?
- Will you access any areas of cultural significance?
- Have you consulted with local iwi about the cultural significance of the land on which you will be undertaking your research?
- Will you travel through wāhi tapu (sacred lands) to reach your research site?
- If you have identified that you will be accessing/traversing Māori sites, then:
  - What consultation with local iwi do you intend to undertake?
  - If you have already consulted with local iwi, please provide the names, organisations, rūnanga and/or details of the meetings.
  - Have you considered having a member of the research team from the Iwi to ensure that correct cultural processes are adhered to whilst at these Māori sites?
  - Have you considered discussing the research project with a local kaumatua to learn the history of the area before accessing the sites?

### **Does your research involve sampling native flora/fauna?**

Key questions to consider:

- Will you be taking specimens of any native flora/fauna?
- Do you know the cultural significance of that flora and/or fauna?
- What processes do you have in place to undertake consultation with local iwi (e.g., key contacts, organisations within the local iwi)?
- Have you considered having a member of the local iwi join the research team to ensure that correct cultural processes are adhered to when removing or interacting with this flora/fauna?

**Does your research have any culturally sensitive material/knowledge?**

Key questions to consider:

- Does your research involve any material, knowledge and/or references that may be culturally sensitive?
- Do you expect the findings to be culturally sensitive?
- What material/knowledge do you consider to be culturally sensitive?
- How do you intend to ensure that all material/knowledge that is culturally sensitive is utilised in a way that is culturally responsible?

**Does your research involve Māori participants or subjects?**

Key questions to consider:

- Do you plan to interview Māori participants throughout the duration of your research (even if not as a specifically recruited cohort)?
- Is there a possibility that there will be Māori participants (even if not specifically recruited)?
- How will you identify Māori participants throughout your research?
- What processes and procedures will you have in place if there are Māori participants in your research?

**Will your research seek and analyse Māori data?**

Key questions to consider:

- Will you be accessing any Māori data as a part of this research?
- Could there be Māori data included in the larger data set for your research?
- How will you ensure that the Māori related data in your research will be used respectfully?
- What mechanisms will you have in place for reporting back to those whose data is used?

**Does your research impact on Māori?**

Key questions to consider:

- Will the Māori community have an interest in the proposed research results?
- Will the findings of your research have any impact on Māori, whether directly or indirectly?
- If yes, briefly describe the impact of your research for the Māori community.



## **Other things to think about when completing the form:**

### ➤ **Supporting literature**

When considering your answers to these questions, please refer to selected literature that may support your research. Supporting your research with key pieces of literature will demonstrate a willingness to ensure that your work as a researcher remains responsive to the needs of Māori. It will also assist you in understanding the potential impact that your research could have on the Māori community.

### ➤ **Where do I find relevant literature?**

As a starting point, there is a small database of literature that can be found in the Library Subject Guide for Kaupapa Māori Rangahau: [Kaupapa Māori Rangahau - Mātauranga Māori | Māori Education - Subject Guides at University of Canterbury \(libguides.com\)](https://libguides.com/kaupapa-maori-rangahau)

### ➤ **Consultation with other groups**

Active engagement with the Māori community is encouraged and will serve to strengthen your consultation with the Ngāi Tahu Consultation and Engagement Group, UC Ethics Committees, and your overall research project. Ideally, consultation should start at the conceptualisation stage, and once you have already determined your project and the methodology, there should be an ongoing commitment to engaging the Māori community, where appropriate.

### ➤ **Māori Researchers**

If you are considering, or have decided, to employ a Māori researcher to work in your research team, be sure to include this on your consultation form. Funders often view this as a positive step towards ensuring that there is a kaupapa Māori perspective on the team and also supports the development of the Māori research workforce.

### ➤ **Research involving waterways, taonga species, or sampling of native flora/fauna**

Consultation forms which include research that will involve sampling of native flora/fauna, waterways or working with taonga species may also require the Kaiārahi to consult Kā Waimaero | Ngāi Tahu Centre Office of Treaty Partnership. This could result in a longer turnaround time for approval.

