

# Guidance

How-to guides for beginners, staff and technical specialists in the social system and related areas

## Ngā Tapuae technical guidance

April 2021



### Description

This report is a technical guide that describes the quantitative analysis techniques used in a mixed methods research project to identify the most important barriers, levers and boosters to help young Māori to succeed. It also includes guidance on the methodology, and directions on how to use the codes. Our agency led the quantitative phase, using the previously published representative timelines methodology. This work generates new questions and insights, but does not imply causality or significance.

### Link/PDF

[Ngā Tapuae technical guidance](#)

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## Success frameworks for Place-Based Initiatives: Design and toolkit

January 2021



### Description

This report presents success frameworks for Manaaki Tairāwhiti and the South Auckland Social Wellbeing Board (SASWB) as a starting point for future analysis of the ongoing value of these two Place-Based Initiatives (PBIs) or similar initiatives. In particular, the toolkit includes case study templates. Using these templates to draft a case study for each PBI helped test and refine the success frameworks while also trialling a way of demonstrating a PBI's contribution to social sector system change/improvement.

### Link/PDF

[PBI Success Framework Toolkit](#)

[\[Related\] Process and Emerging Outcomes Evaluation of Place-Based Initiatives](#)

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## Accelerating dataset assembly

December 2020



## Description

The Social Wellbeing Agency has developed the Dataset Assembly Tool to standardise and automate dataset assembly. Data preparation for analytic and research projects increases in complexity as the number of data sources increases. Without a consistent method, it can become time-consuming, expensive, and error prone. The tool helps staff deliver higher quality work faster and is now available for other researchers to use.

These documents introduce the tool and cover everything a researcher needs to begin using it. The primer gives an overview of the tool, describes some effective patterns and workflow when using it, and concludes with a worked example. The training presentation covers how to setup the tool, how to prepare and assemble data with the tool, and extensive notes on what to do if something goes wrong.

## Link/PDF

[Introduction to the Dataset Assembly tool primer and guide](#)

[Dataset Assembly Tool training presentation](#)

[\[VIDEO\] Dataset Assembly Tool training with narration](#)

[\[VIDEO\] Dataset Assembly Tool live demonstration](#)

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## Constructing households from linked administrative data

April 2020



## Description

Good household information in linked administrative data is highly desirable because of the significant links between individuals' experiences and the experiences of other people in their household. We attempted to improve the quality of address information in the IDI by applying a series of detailed cleaning rules to remove patterns of incorrect or untrusted information.

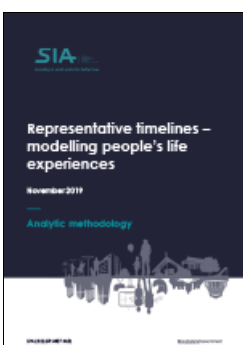
## Link/PDF

[Constructing households from linked administrative data \[PDF, 1 MB\]](#)

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## Representative timelines - modelling people's life experiences

November 2019



## Description

Representative timelines bring together different aspects of people's experiences into one consistent view — enabling us to see life events, and interactions between events, over time. They can help determine what questions might help us arrive at a better understanding of people's life experiences, and their interactions with social services.

This document provides guidance on the construction of representative timelines. Examples drawn from the first application of this work — a study of South Auckland families' experiences around the birth of a child — illustrate the technique in practice.

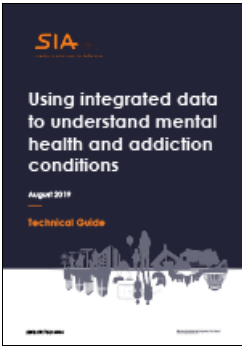
**Link/PDF**

[Representative timelines - modeling people's life experiences \[PDF, 777 KB\]](#)

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**Using integrated data to understand mental health and addiction conditions**

August 2019



**Description**

To support analysis of mental health and addiction in New Zealand, we've developed a tool that consolidates five key data sources in the Integrated Data Infrastructure (IDI) into a single table of events. The consolidated table applies consistent metrics so researchers can more readily analyse data about mental health and addiction conditions. This technical guide discusses data sources, the consolidated table and what sorts of research questions the new table can help answer. The guide complements the code required to generate the consolidated table, available at [SWA's GitHub page](#) .

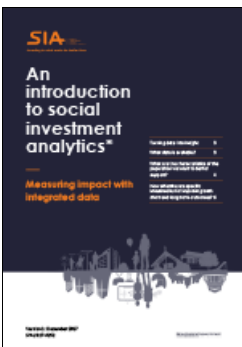
**Link/PDF**

[Using integrated data to understand mental health and addiction conditions \[PDF, 903 KB\]](#)

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**An introduction to social investment Analytics**

December 2017



**Description**

This introduction outlines the methodologies we use to turn data into insight in plain english. It explains what data analysts will need to perform social investment analysis, and where to find it.

**Link/PDF**

[An introduction to social investment Analytics \[PDF, 568 KB\]](#)

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**Beginner's Guide to the IDI**

December 2017



**Description**

Getting started with the IDI is a steep learning curve; we've written this beginner's guide for anyone undertaking their first social investment analysis using this resource. It draws from our experience and covers the things we wish we'd known at the start.

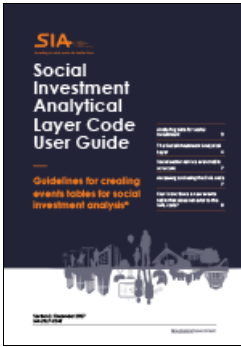
**Link/PDF**

[Beginner's Guide to the IDI \[PDF, 901 KB\]](#)

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## Social Investment Analytical Layer Code (SIAL) User Guide

December 2017



### Description

The Social Investment Analytical Layer code creates events-structured tables in a consistent format, making it easier and faster to use the Integrated Data Infrastructure (IDI). This brief user guide contains the introductory information you will need to get started.

### Link/PDF

[Social Investment Analytical Layer Code \(SIAL\) User Guide \[PDF, 740 KB\]](#)

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## Social Investment Data Foundation Code (SIDF) User Guide

December 2017



### Description

The Social Investment Data Foundation code produces analysis-ready datasets within the Integrated Data Infrastructure (IDI), reducing the time to generate datasets and speeding up analysis. This brief user guide contains the introductory information you will need to get started.

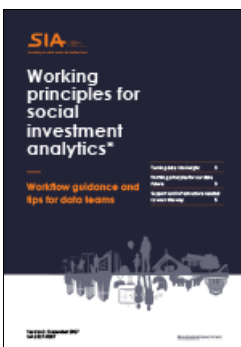
### Link/PDF

[Social Investment Data Foundation Code \(SIDF\) User Guide \[PDF, 757 KB\]](#)

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## Working principles for social investment analytics

December 2017



### Description

It's not just about what we do, it's about how we do it. This guide outlines workflow practices our analysts have adopted to generate maximum insight in the most efficient way.

### Link/PDF

[Working principles for social investment analytics \[PDF, 560 KB\]](#)

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## How to produce a social investment evidence brief

June 2017



**Description**

Outlines a process for gathering the relevant evidence to support social investment. It explains how to summarise the best evidence and write it up in a way that will help inform decision-makers.

**Link/PDF**

[How to produce a social investment evidence brief \[PDF, 552 KB\]](#)