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## **Meetings Information sheet for PhD research on: Social dimensions of urban regeneration.**

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### **Why have I been given this information sheet?**

Ethical and high quality research requires participants be fully equipped with the information they need to make informed decisions about their involvement in the research process.

### **What is this sheet?**

This information sheet explains:

- who I am and where I am studying,
- the nature and purpose of my research,
- my data collection process,
- how that data will be stored, used and presented,
- who to contact if you have any questions or concerns.

### **Who am I?**

My name is Johanne Orchard-Webb. I am a PhD student at the University of Brighton. My PhD is part funded by Sea Space. The research is entirely independent of Sea Space. They have no access to the data I collect or influence over the nature of the research, or participants selected. They will receive an anonymised executive report of my findings only.

### **What am I researching?**

The broad area of my study is 'sustainable urban regeneration' with Hastings as my case study. I am looking at the different elements of sustainability in urban regeneration policy and practice, with a specific focus on the social dimension of regeneration, and social sustainability in particular.

In order to try to understand the different characteristics of sustainable urban regeneration in Hastings I need to observe and understand the different organisations and partnerships involved in this process. As part of this process I will be observing meetings.

### **What measures are taken to ensure the accuracy, security, anonymity and confidentiality of the data collected?**

The most reliable way for me to ensure I accurately capture the information shared in meetings is to electronically record them and then transcribe the recordings. My University academic supervisor (Professor Andrew Church) and I are the only people with access to the raw data from the recordings. The data will be stored on a password protected personal computer and discs held in a secure location. The data from the recordings will be coded so as to ensure your anonymity in any presentation of the findings. The audio and document data files will be destroyed ten years after the completion of my PhD.

### **What if you would like to view the research results?**

As part of a process of communication of the research findings at the end of the project you will be given the opportunity to select to view the results of the research in your preferred format (i.e. hard copy executive report, poster display or presentation).

### **How will this information/data be used?**

For the purposes of my research raw data includes verbal and non-verbal communication during the meeting, including minutes, reports and presentations. It also includes characteristics of the meeting process itself. The anonymised data from this meeting observation will be included in my PhD thesis, related academic papers and reports for the funding body.

### **What if you don't want to be recorded?**

Please let me know if you would prefer not to be recorded and I can simply take notes. Alternatively, please email or phone me after the meeting (using the contact details below) and I can remove your comments from the records.

### **What if you don't want to be involved or decide to withdraw?**

You can withdraw from taking part in the research at any time and you will be asked if you want your data to be removed from the records.

### **What if you have any questions or concerns?**

Please feel free to ask me any questions and I will try to answer these as best I can. If you have any concerns with the research please contact Professor Callum Firth, Head of School, School of Environment and Technology at the University of Brighton on Tel: 01273 6422289

### **For further information on this research please contact:**

Johanne Orchard-Webb

Tel: 01273 642288

Email: [j.m.orchard-webb@brighton.ac.uk](mailto:j.m.orchard-webb@brighton.ac.uk)

**Thank-you for taking the time to read this information and for any involvement in my research.**