n.b. – this is a generic version of the consent form which will be customized for particular types of research methods. The text which will be customized is italicized.

**Urban Connections – research participant information sheet**

Thank you for considering being involved in the Urban Connections research project. This sheet contains more information about the project, the workshop/studio/interview process and how the information you share will be used. Before you commit to taking part in this research, it is important that you read this information carefully. If there is anything that is not clear or if you would like more information about please ask a member of the research team. After you have read this information you will be asked to sign a consent form. However, even after you have signed this form you are free to withdraw your consent at any time during the research process before information from your interviews enters the public domain.

**Details of the study**

Urban Connections is a multi-faceted research project being undertaken within UCL’s new Department of Science, Technology, Engineering and Public Policy (UCL STEaPP). Urban Connections responds to pressing concerns about the future of cities and city leadership in the 21st century. The initiative aims to assess the impact, entrepreneurial approaches and innovation structures of city leadership, mayors and their peers, to confront global challenges such as those of inequality, insecurity and environmental degradation.

In order to conduct this research, we are seeking input from people like you around the world with expertise in city leadership, governance and strategic planning. If you agree to participate, you will take part in a *10-minute survey/30 – minute interview/ two – hour studio* (only one applies) where we will ask you to share your thoughts and insights. We hope that participating in this research project interesting and beneficial. We will keep you advised of the outputs that emerge from the research project, which will include academic publications, reports, podcasts and public lectures.

Information that we hold on you will be restricted to your name, your position and the interview outputs themselves. All data will be collected and stored in accordance with the data protection act 1998.

If you decide anytime the no longer wish to take part in this research, you may notify the researchers involved and withdraw immediately.

If you would like to discuss any of the information on this sheet further, or something is unclear, please do not hesitate to contact us.

n.b. – this is a generic version of the consent form which will be customized for particular types of research methods. The text which will be customized is italicized.

**City Leadership Initiative Participant Consent Form**

Thank you for taking part in this research. If you have any questions arising from the information sheet attached or the verbal explanation given to you, please ask the researcher before you sign the consent form.

This study has been approved by the UCL research ethics committee, project ID number:

The purpose of this document is twofold:

* to record your consent to participate in an *audio / video*  recorded *interview / studio / workshop*; and
* to describe the conditions agreed regarding the use of recordings and detailed notes and quotes resulting from this workshop

**I agree as follows:**

I consent to participating in a recorded *survey* / *interview / studio / workshop*.

I have read the city leadership initiative participant information sheet, and understand that taking part in this research involves.

I understand that if I decide at any time that I no longer wish to take part in this project, I can notify the researchers involved and withdraw immediately.

I consent to the processing of my personal information for the purposes of the research study, and understand that such information will be treated as strictly confidential and handled in accordance with the provisions of the Data Protection Act 1998.

I understand that an *audio / video* recording will be taken of this interview/studio/workshop (delete as appropriate a)nd I consent to the use of this material for scholarly purposes.

I understand that I am giving the interviewer the right to use and make available the information I share in this *interview / studio / workshop* in the following ways:

* publications in academic journals, books and wider media,
* reports, blogs, podcasts, and
* public lectures or talks,

**Interviewee**

Signed: Date:

(Print name):