**Interview methods note**

This document outlines the methods, sample and provides the consent forms and interview schedules for the interview schedule for the Partnerships for East Coast Communities project.

Data were collected from 27 participants in 25 interviews. Two interviews had two participants. Participants were recruited via institutional contacts to ensure representation of voluntary sector, business groups and local government across coastal areas of Essex, Norfolk and Suffolk.

Interviews were conducted virtually, lasted approximately 40-60 minutes, were voice recorded and auto-transcribed via MS Teams or Zoom. The interview transcripts have been redacted to ensure individuals and organisations cannot be identified. Because of the defined geographical focus of the research and public profile many participants in their communities, in some cases, this has led to extensive redaction to protect anonymity.

Auto-transcription was used because of budgetary constraints. This has led to lower quality transcription than would be the case via professional transcription services. In one case, equipment failure meant auto-transcription failed, meaning only 24 interviews with 26 participants could be deposited.

## **Sample**

The sample consisted of 12 participants from local government (covering strategy, communities, economic development and climate change, one interview did not autotranscribe), 8 participants from the voluntary sector, 4 participants from business groups (one interview had two participants) and 3 participants from higher or further education (one interview had two participants).

## **Data gathering**

Data gathering methods comprised semi-structured interviews. The interview schedule is shown below along with participation information sheets and consent forms,

**Information sheet for Partnerships for East Coast Communities: Expert Interviews**

*What is Partnership for East Coast Communities?*



Partnerships for East Coast Communities involves the County Councils of Essex, Norfolk and Suffolk and the Universities of Suffolk, Essex and East Anglia. It is designed to bring together these six institutions and a range of others – including colleges, businesses, voluntary organisations and coastal district councils. The Partnership is funded by UK Research and Innovation.

The coastline of the East of England has significant challenges. The East Coast has some of the most deprived communities in the entire UK and it also precarious, subject to adverse effects from climate change. The long-term vision is to generate sustained action in coastal communities that builds good work in the coastal economies and builds strong coastal identities.

Our programme will have four interconnecting themes. These are:

1) Improving work inclusively. This theme relates to jobs in sectors such as renewables, agriculture, tourism, creatives, and heritage.

2) Developing a sustainable green economy along the East's coastline, focusing on using the Eastern coast's assets for green energy production and the physical and cultural heritage of the Eastern coast.

3) Protecting and renewing the coast - to realise those benefits for jobs, the economy and for the wellbeing of residents of coastal communities.

4) Improving health outcomes along the Eastern coast through better jobs, a better coastal economy and strong coastal communities.

The first phase of the research will be to determine those courses of action that are best suited to coastal communities and the needs and aspirations of their residents across the first three themes, and so address the fourth theme of the research - improving health outcomes. In this first phase, we have a number of ways of seeking views on priorities for our coastal communities. These include a number of workshops with the general public and a community survey.

We are also seeking the views of those closely involved in coastal communities in the voluntary sector, business groups and coastal district councils. This is why we have asked to interview you.

*Taking part*

We would like to interview you via a video-link and record that interview. The interview will last no more than one hour. Participation is of course voluntary, and you are free to withdraw at any time with no further consequences.

We want to ask you about current and recent initiatives, policies and actions are happening in East Anglia’s coastal communities, so that we don’t duplicate these initiatives, rather that we can plan to build on existing good work. We also want to ask you about what is missing or what still needs to be done or improved.

*What will we do with the data*

Data from these interviews and other engagement activities will be used to develop: i) a report on priorities for coastal communities in coastal communities; ii) a roadmap on how such priorities can be addressed; iii) a proposal to UK Research and Innovation to fund actions and initiatives to address those priorities; and iv) potentially, a number of academic publications. The report and road map will be made available to the public.

*Project team*

The project funding was awarded to a team led by Professor Kevin Daniels at the University of East Anglia. Members of the project team engaged in these interviews are Dr Helen Fitzhugh (University of East Anglia), Nafiseh Akhavan-Javan (University of Suffolk), Dr Martin Harris (University of Essex) and Professor Valerie Gladwell (University of Suffolk). Please send any requests for withdrawal or complaints to: [h.fitzhugh@uea.ac.uk](mailto:h.fitzhugh@uea.ac.uk).

*Data protection*

The Data Protection Act 2018 and the UK General Data Protection Regulation (GDPR) give the University responsibilities in relation to how we handle personal information. The contact data and recordings will be stored on UEA’s approved storage systems for a year beyond the end of the project (to allow for follow-up where consent is given) and then destroyed.

Recording will be transcribed automatically using software. The de-identified transcripts will be retained indefinitely in the UEA repository for further research purposes. Transcripts will be redacted and deposited with the UK Data Archive at the University of Essex. The deposited data will not include your name or any identifiable information about you, your employer and projects or locations discussed in the interview.

Your personal data and information will only be used as outlined in this Participant Information Sheet. Data management will follow the Data Protection Act 2018 (DPA 2018) and UK General Data Protection Regulation (UK GDPR), and the University of East Anglia's [Research Data Management Policy](https://www.uea.ac.uk/documents/20142/130807/RINopen-researchresearch-data-management-policy.pdf/f1b1f3d6-4b8e-d2f7-2dfc-8512d6249bd8?t=1590588842221). The information you provide will be stored securely and your identity will be kept strictly confidential, except as required by law. Study findings may be published and may also be used for other scholarly and educational purposes such as in teaching, but you will not be identified if you decide to participate in this study. The data will be kept for at least 10 years beyond the last date the data were used.

Our Data Protection Team can be contacted via [dataprotection@uea.ac.uk](mailto:dataprotection@uea.ac.uk) and more information about your rights, including the right to lodge a complaint with the Information Commissioner’s Office can be found at: <https://www.uea.ac.uk/about/university-information/statutory-and-legal/data-protection>

**PARTICIPANT CONSENT FORM**

I, ....................................................................... [TYPE NAME], agree to take part in this research study.

In giving my consent I state that:

* I understand the purpose of the study, what I will be asked to do, and any risks/benefits involved.
* I have read the Participant Information Sheet, which I may keep, for my records, and have been able to discuss my involvement in the study with the researchers if I wished to do so.
* The researchers have answered any questions that I had about the study and I am happy with the answers.
* I understand that being in this study is completely voluntary and I do not have to take part. My decision whether to be in the study will not affect my relationship with the researchers or anyone else at the Universities of East Anglia, Suffolk or Essexnow or in the future.
* I understand that I may stop the interview at any time if I do not wish to continue, and that unless I indicate otherwise any recordings will then be erased and the information provided will not be included in the study results. I also understand that I may refuse to answer any questions I don’t wish to answer.
* I understand that the results of this study will be used in the way described in the information sheet.
* I understand that personal information about me that is collected over the course of this project will be stored securely and will only be used for purposes that I have agreed to. I understand that information about me will only be told to others with my permission, except as required by law.

I consent to:

Audio-recording YES 🞏 NO 🞏

The data collected in this study may be deposited with a repository to allow it to be made available for scholarly and educational purposes, but the data will only be used in the way that it is described in the information sheet.

I consent to: Deposit of data in a repository YES 🞏 NO 🞏

............................................................................ **Signature**

............................... **PRINT name**

............................................................................ **Date**

**Interview schedule**

**PECC Stage 1 qualitative data gathering**

*Semi-structured interview format for data gathering on green jobs, green economy and the protection of the coastal heritage in the Eastern Counties.*

Interviewees who are responsible for particular initiatives should be encouraged to talk about:

* Preamble: who the respondents are and what the project is
* Ask about initiative *or* problem identification they have already carried out
* Ask for antecedent context and project / issue timeframes past, present and future
* Request outline of key players and how these were aligned within the initiative – delve into this enough to map partner constellations
* Expand on how partnership working has influenced this initiative – successes and barriers
* [Now see ‘call for evidence’ questions sent out to partners on page 2 overleaf]
* What factors would help to consolidate the gains made by the initiative we have been discussing?

AND/OR

What is missing from the current context that is needed to help with addressing the problems you have identified?

* What key assets and capabilities and alignments are likely to underpin the future development of the initiative?
* We are encouraging people to work beyond usual partnerships and usual aims for this project. This being so, what would innovation in [your chosen topic] space look like – even if you think it is unachievable at this point?

**Call for evidence questions (already sent out to partners)**

The CFE document is seeking evaluations that address the following questions:

1. To what extent has the initiative under discussion met its objectives?
2. Did the initiative have any unintended consequences, whether beneficial or not?
3. Did the initiative have any spill-over effects beyond the intended recipients?
4. How were local communities engaged with the initiative?
5. Was the potential for transferability to other coastal and/or non-coastal areas considered?
6. Was the initiative implemented as planned and what factors may have influenced this?