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**Participant Information Leaflet – Activist and community organisations**

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| **Study Title:** | Open City Project |
| **Investigator(s):** | Professor John Solomos  Professor Michael Keith, University of Oxford  Professor Karim Murji, University of West London  Professor Steve Pile, Open University  Dr Ying Wang  Eda Yazici |

**Introduction**

Your group or organisation are invited to take part in a research study. Before you decide, you need to understand why the research is being done and what it would involve for you. Please take the time to read the following information carefully. Please discuss the study within your wider membership if you so wish.

Please ask us if there is anything that is not clear or if you would like more information. Take time to decide or vote on whether or not you wish to take part.

**Who is organising and funding the study?**

*Open city* is a project organised and run by a team of researchers from the University of Warwick, the University of Oxford, the Open University and the University of West London. It is funded by the Economic and Social Research Council (grant reference ES/T009454/1).

**What is the study about?**

The term “Open City” is used to describe an ideal place of diversity and harmony where everyone gets along. The study looks at whether the Open City exists in real life using the issues of race, migration, and movement over time. The study explores how people live together; move in the city; create new spaces and places in the city and change the city.

We would like to know how ethical and political claims to openness – whether it is through practices of welcoming others, appeals to open (or no) borders, or struggles against poor housing and racism – manifest in London’s political life. We are interested in how everyday political activisms and practices intersect with city government. To explore this, we are interested in how:

* Different community and activist groups imagine openness by asking what the spatial and racial imaginaries of openness are
* Appeals to openness are organised in practical and policy terms – whether they are utopian or pragmatic – and how the ideal city is imagined, fought for, and realised

**What would taking part involve?**

If you decide to take part, we will ask to:

* Observe four meetings (this could be online or in person)

We will observe your meetings and take notes that relate to our two research questions above. We will attend four meetings over a period of four months

* Look at your public online content including website, social media, and any publications

We will explore any appeals to openness by analysing your publicly available web content.

**Do I have to take part?**

No. Participation in this study is completely voluntary and choosing not to take part will not affect you in any way. You can also choose to withdraw your participation without giving a reason by contacting one of the research team at opencity@warwick.ac.uk. You can withdraw your data at any point until September 2023. Further details about withdrawing from the study are provided later on in this document.

**What are the possible benefits of taking part in this study?**

Your involvement in the study will help us find out more about how people settle and live in the city and how the city is re-created and re-imagined by the people who live there.

**What are the possible disadvantages, side effects or risks, of taking part in this study?**

There should not be any disadvantages, side effects or risks to your group or organisations taking part in this study. We are aware that some groups and community organisations have been infiltrated by unfriendly organisations and institutions. We will seek your guidance on the appropriateness of our meeting attendance. We will share our notes and observations with you and ask you to make comments before we consider using it for any written material for publication. If you are worried or have more questions about the study, you are welcome to ask the researchers. If you would like to raise any issues, concerns, or complaints you can contact the project and ethics leads (there is more information about this on pages 3-4).

**Will my taking part be kept confidential?**

Yes, your taking part will be kept confidential. No individual will be identifiable. We will not make a record of any individual participant or member’s name or personal data. The only data we will record will be the group or organisation’s name. We will not record the names of committee members, chair-people or elected/delegated group leads unless we are given express permission to do so. We will not record any information about planned actions, including direct action, unless given express permission to do so.

We will share our observations or notes with the chairperson/committee/group lead (in line with your democratic structures) for comment. We will also make our notes available to all group members if requested. We will make our role as researchers clear when we attend, explain the full remit of the study, and give members the opportunity to ask us questions. We will not ask to contribute to your meetings in anyway unless asked to do so. We will share any written material we use from your publicly available web-content with you and ask for your comments before we publish.

We will identify the name of your organisation if you permit us to do so by consenting to participate in the study.

There are six people in the research team. The research team will be able to read and look at our notes. We will store our notes securely using the University of Warwick’s servers. No one except for the research team will be able to look at our notes.

**What will happen to the data collected?**

We will be using your group/organisation’s information in order to undertake this study and will act as the data controller for this study. We are committed to protecting the rights of individuals in line with data protection legislation. The University of Warwick will keep data until the project ends. After that, it will be stored securely with the UK Data Service for 10 years.

No identifiable data will be collected from you as part of this study. Only the group name will be recorded. You will be able to withdraw data about your group/organisation at any point until project completion (September 2023).

**Data Sharing**

We will share information with the research team. This includes team members from the University of West London, The Open University and Oxford University.

Your rights to access, change or move your information are limited, as we need to manage your information in specific ways in order for the research to be reliable and accurate. The University of Warwick has in place policies and procedures to keep your data safe.

For further information, please refer to the University of Warwick Research Privacy Notice which is available here: <https://warwick.ac.uk/services/idc/dataprotection/privacynotices/researchprivacynotice> or by contacting the Legal and Compliance Team at [GDPR@warwick.ac.uk](mailto:GDPR@warwick.ac.uk).

**What will happen if I don’t want to carry on being part of the study?**

Taking part in this study is up to your group/organisation. Your group/organisation can choose to withdraw from the study without giving any reason. There will be no disadvantage to withdrawing from the study. You will be able to withdraw your consent without giving a reason either verbally (in person and via telephone) or in writing via email [opencity@warwick.ac.uk](mailto:opencity@warwick.ac.uk).

You can withdraw your data from the study at any time until September 2023 by contacting the email addresses above. If you wish to withdraw, all data will be permanently destroyed accordingly. To safeguard your rights, we will use the minimum personally-identifiable information possible and keep the data secure in line with the University’s Information and Data Compliance policies.

**What will happen to the results of the study?**

We will use some of the information we collect when we write research reports and publish academic articles. You are welcome to read drafts of what we have written that contains information about you before publication.

**Who has reviewed the study?**

This study has been reviewed and given favourable opinion by the University of Warwick’s Humanities and Social Science Research Ethics Committee (HSSREC): Insert reference number

**Who should I contact if I want further information?**

The research lead for this study is: Professor John Solomos: J.Solomos@warwick.ac.uk

You can also contact Eda Yazici [eda.yazici@warwick.ac.uk](mailto:eda.yazici@warwick.ac.uk) or Ying Wang [ying.wang.6@warwick.ac.uk](mailto:ying.wang.6@warwick.ac.uk) if you have any questions or queries.

**Who should I contact if I wish to make a complaint?**

Any complaint about the way you have been dealt with during the study or any possible harm you might have suffered will be addressed. Please address your complaint to the person below, who is a senior University of Warwick official entirely independent of this study:

**Head of Research Governance**

Research & Impact Services

University House

University of Warwick

Coventry

CV4 8UW

Email: [researchgovernance@warwick.ac.uk](mailto:researchgovernance@warwick.ac.uk)

Tel: 02476 575733

If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter: DPO@warwick.ac.uk.

If you are not satisfied with our response or believe we are processing your personal data in a way that is not lawful you can complain to the Information Commissioner’s Office (ICO).

**Thank you for taking the time to read this Participant Information Leaflet**