

BRANCHING OUT New Routes to Valuing Urban Treescapes

BRANCHING OUT PROJECT: CITIZEN PANELS RESEARCH STUDY PARTICIPANT CONSENT FORM

The Branching Out project seeks to communicate past, present and future social and cultural values of trees with a diverse range of audiences; while developing new ways of mapping, predicting, and communicating values of trees towards more robust, evidence-based decision making and management of UK urban treescapes.

CONTACT DETAILS

Project research contact:

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Independent contact:

Name: Dr. Yoseph Araya Position: Senior Lecturer, Ecology & Environmental Science

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This is the Branching Out project **Citizen Panels Participant Consent Form**. Please highlight your choice by clicking inside the appropriate box.

Taking part in the study

I confirm that I am 18 years of age or above	YES ☐	NO ☐
I have read and understood the information sheet for the Branching Out Project Citizen Panels Research Study, or it has been read to me. I have been able to ask questions about my participation and my questions have been answered to my satisfaction.	YES ☐	NO ☐

I consent voluntarily to be a participant in this study and understand that I can refuse to answer questions I am not comfortable with in the workshops at any time without having to give a reason. I consent voluntarily to be a participant in this study and understand that I can refuse to answer questions I am not comfortable with in the survey questionnaire) at any time without having to give a reason. I consent voluntarily to be a participant in this study and understand that I can withdraw at any time by contacting Janice Ansine (janice.ansine@open.ac.uk) up until one month after each citizen panel workshop and questionnaire submission when the data will be anonymised and aggregated, without having to give a reason.	YES ☐ YES ☐ YES ☐	NO ☐ NO ☐ NO ☐
I understand that taking part in the study means attending and participating in in-person Citizen Panel workshops held in one of the three focus cities: Milton Keynes, York and Cardiff. I understand this includes (Choose one based on the city you are from/affiliated with): • Attending and participating in one or more (up to three) face to face Citizen Panel Workshops in Milton Keynes • Attending and participating in one or more (up to three) face to face Citizen Panel Workshops in York • Attending and participating in one or more (up to three) face to face Citizen Panel Workshops in Cardiff. I understand I may be recontacted and invited to participate in one online / virtual Assembly of Panels involving representatives from all three cities. I understand that taking part involves contributing to the development of a holistic values framework by completing a targeted survey questionnaire, before each workshop.	YES ☐ YES ☐ YES ☐ YES ☐ YES ☐ YES ☐	NO ☐ NO ☐ NO ☐ NO ☐ NO ☐ NO ☐

I understand that I may be invited to volunteer to take part in storytelling activities which may involve sharing my own stories about trees and treescapes which may be recorded as part of the study.	YES ☐	NO ☐
I understand that I may be invited to volunteer to register and use the citizen science platform Treezilla (www.treezilla.org).	YES ☐	NO ☐
I understand that an incentive payment will be offered for workshop participation which will be paid after attending and contributing to each workshop and completing the survey questionnaire.	YES ☐	NO ☐
I understand that I may be invited by an independent researcher to take part in a post-workshop interview and that participating in this is entirely voluntary.	YES ☐	NO ☐
I agree to photos being taken during the Citizen Panel and the virtual Assembly of Panels online workshops.	YES ☐	NO ☐
I agree to the Citizen Panel workshops and the virtual Assembly of Panels online workshops being audio-/video-recorded.	YES ☐	NO ☐
I agree to any associated citizen science activity on www.Treezilla.org being recorded and stored in a log file.	YES ☐	NO ☐

2. Use of the information in the study

I understand that information I provide as part of these participatory approaches will contribute to the field in terms of will contribute to the development of a collaborative and holistic values framework of treescapes in each city. I will contribute to an approach that can be generalised from the insights gathered.	YES ☐	NO ☐
I understand that data gathered will be anonymised, stored and made available to other researchers, as well as used in a range of	YES ☐	NO ☐

publications, reports, resources, and presented at events and conferences.		
I understand that I will be contacted by OU subcontractor Qa Research Ltd, with an invitation to participate. In doing so my contact details will be transferred by Qa Research to the OU. I understand that the lawful reason for the transfer of my personal data between Qa Research Ltd and the OU is that it is part of our public task to conduct academic research. Consultants are contracted to provide a service, within our legitimate interest to manage our operations effectively. They will use personal data in order to carry out a specific activity, and we have contractual arrangements to safeguard their use of your personal data. (As a subcontractor. Qa Research has agreed to data storage and processing procedures in the Contract schedule and appendices, this includes protection agreement on how this data is collected, stored, transferred or processed). I understand that personal information collected about me that can identify me, such as my name or where I live, will not be shared beyond the project / study team. Branching Out involves a partnership by Loughborough University, The Open University, University of York, and Forest Research.	YES ☐ YES ☐ YES ☐	NO ☐ NO ☐ NO ☐
I understand that the survey questionnaire will be facilitated using OU approved and licenced survey software i.e. Jisc Online Surveys (https://www.onlinesurveys.ac.uk) which meets and complies with data protection regulations https://www.onlinesurveys.ac.uk/gdpr-and-online-surveys. I understand that my data will be stored on servers or / Cloud storage at the OU and be subject to the standard security measures in place (including encrypted servers, lack of external access to the database server and password protection etc). Personal information will be stored up to 6 months after the project end date (currently July 2024 after which it will be destroyed / removed. Anonymised data will be held up to July 2027.	YES ☐ YES ☐	NO ☐ NO ☐

I understand that participating means that my comments in workshops, survey questionnaires etc may be used as anonymous quotes in project reports, publications etc.	YES ☐	NO ☐
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3. Future use and reuse of the information by others

I give permission for comments, survey questionnaire and optional interviews responses, etc. that I provide to be deposited in a specialist data centre after it has been anonymised, so it can be used for future research and learning. I understand that contributions collected during participatory workshops and other activities will be anonymised and collated and deposited at the UK Data Service ReShare.	YES ☐	NO ☐
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I would like to receive a copy of the summary of the findings of this study. <i>Please insert your email address in the space below if you answer 'yes'</i> Email address	YES ☐	NO ☐
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4. Signatures

Name of participant [in CAPITALS] _____	Signature _____ (electronic signatures may be accepted)	Date _____
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For participants unable to sign their name, please mark the box instead of signing ☐

Please include one of the statements below at the bottom of the consent form (delete as applicable)

If your project will be reviewed by HREC:

This research project has been reviewed by, and received a favourable opinion from, The Open University Human Research Ethics Committee – HREC reference number: XXXX

OR where the project does not need formal HREC review:

This research project conforms to and complies with the OU Human Research Ethics Committee's conditions for exemption from formal review.