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**Further information about the verbal feedback events**

**Connecting the Active Quarter – Access for All, Northampton**

**Introduction**

Community groups and individuals are invited to participate in an evaluation exploring the impacts of the new Delapre Park paths on footfall and public experience of using the park. Before you decide whether you wish to take part, it is important for you to understand why the evaluation is being conducted and what it will involve. Please take some time to read the information provided and discuss it with others as required. Please ask if there is anything that is not clear, or if you would like more information.

**What is the purpose of the study?**

This study aims to speak with people and relevant community groups to understand the impact, if any, of the new paths. We hope to provide a platform for a range of voices and opportunity for dialogue to better understand how the local community has been influenced by these changes in the park.

**Why have we been invited?**

You are a community group or individual who use Delapre Park.

**Do we have to take part?**

No. Taking part is entirely voluntary. If you decide to take part, you will be asked to sign a consent form to confirm that you understand the project and are happy to participate.

**What will my participation involve?**

Once you have agreed to participate in the evaluation, we will either:

* Meet with your community group at an agreed date, time, and location for up to one-hour.
* Speak with you at one of our drop-in events at Delapré Abbey for up to one-hour.

Our conversations will be audio recorded, but we will remove any identifiable information from our analysis and report to maintain your anonymity.

**Who has reviewed the study?**

This study has been reviewed and approved by the Faculty of Arts, Science, and Technology Ethics Committee. Approval code: FREC2425008

**What are the possible benefits of taking part?**

The information obtained from this study will be used for better understanding how infrastructure changes may enable greater access to urban parks, which may support community connection to greenspaces, physical activity participation, and well-being. We hope that our findings can be used as evidence to support future investment in the community and inform the design and delivery of any future investments to ensure they reflect community wants and needs. By participating, you will be sharing your voice as a resident or visitor of Northampton and helping to improve the environment for the local community.

**What are the possible risks or disadvantages of taking part?**

There are very few possible risks to participating in this study. Interview questions will not ask for sensitive information and the opportunity to skip any questions will be offered throughout. The only disadvantage may be the time commitment, but we will ensure to work as flexibly as possible around you to alleviate this.

**What if something goes wrong?**

If you have any concerns about any aspect of the way your organisation has been approached or treated during the course of this study, then please contact Dr Merryn Ekberg (merryn.ekberg@northampton.ac.uk) – Head of the Faculty of Arts, Science, and Technology Ethics Committee.

**Contact for further information**

If you have any questions about this study or the possible involvement of your organisation, then please contact me using the contact details below.

Dr Jack Hardwicke, jack.hardwicke@ntu.ac.uk or

Dr Declan Ryan, declan.ryan@northampton.ac.uk; 01604 892415

**Thank you for your interest, please read the information below about our data processing and ethics processes**

**What will happen to the information I provide?**

All the information collected for this study will be anonymised and stored securely on a password-protected computer. We will not ask for your name or full address, so no data stored will be linked to you. Data will be stored for on a password-protected computer for 10-years after project completion. At that point, interview transcripts and recordings will be destroyed in accordance with the University of Northampton’s data retention policy (A02.04.06).

Anonymised supporting quotes used to identify the main themes from our discussions will be archived onto our University repository, Pure, and will be publicly available (https://pure.northampton.ac.uk/).

Personal contact information that was collected to help with the delivery of the evaluation will be destroyed by the research team after the competition of the project + 6-years, in accordance with the University of Northampton’s data retention policy (A02.05.02).

Further details about the University’s data retention policies can be found on their website (https://www.northampton.ac.uk/about-us/services-and-facilities/records-management/classification-and-retention-of-university-records/).

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

The results from this study will be shared in the following ways:

* Reports for West Northamptonshire Council and Active Travel England
* Press releases and videos to summarise the findings for the public
* Presentations and case studies for interested forums, networks, and groups
* Academic journal publications and conference proceedings

We will use Northampton’s Active Quarter website to provide evaluation updates and findings. Please visit www.activequarter-nn.co.uk

**How will data be processed?**

This study has been reviewed by an ethics committee to check that personal data will be kept secure and used only in the way you have been told it will be. Participants’ consent will be sought for processing your data in this way. The ethics committee has also checked that data collection is “in the public interest, scientific or historical research purposes or statistical purposes... proportionate to the aim pursued” as required by the General Data Protection Regulation (GDPR) (2016, Article 9).

Under the GDPR all researchers must have a legal basis for processing any personal data about you. During the study participants will be asked for information about our name, contact information, and the address of your organisation to help arrange the focus group*.* The University of Northampton confirms that processing of your personal data will be handled in a lawful manner as required by GDPR article 89(1) and the Data Protection Act 2018 sections 19(1)(b) and (c). We therefore confirm that the processing of your data in this project is in the public interest, has due regard for your rights and freedoms as a participant (‘data subject’) and will be stored and processed in a secure manner. The University of Northampton is the Data Controller for this project. If you have any concerns about the collection, use and storage of data in this project please contact the University of Northampton’s Data Protection Officer DPO@northampton.ac.uk