



## SMI 605: Student Ethics Form

### Section A: Applicant details

**Student registration #:** 180252040

**Please enter the title of your research project:**

The articulation of urban commons discourse in the municipalist movement

**Name of supervisor:**

Lucy E. Jackson

### Section B: Basic information

**Proposed duration:** *please enter start and end dates below:*

**27<sup>th</sup> October 2018 - 31<sup>st</sup> January 2019**

**Suitability:** the following statements are designed to highlight whether your project is suitable to be reviewed by the University Research Ethics Procedure and whether there are any special considerations that need to be taken into account. Please indicate if your research is:

- ☒ Yes ☐ No    Is taking place outside the UK
- ☐ Yes ☒ No    Involves the NHS
- ☐ Yes ☒ No    Is healthcare research
- ☐ Yes ☒ No    Is a human-interventional study
- ☐ Yes ☒ No    Is Economic and Social Research Council Funded?
- ☐ Yes ☒ No    Is likely to lead to publications in a peer reviewed journal?
- ☐ Yes ☒ No    Is being led by another UK institution
- ☐ Yes ☒ No    Involves human tissue
- ☐ Yes ☒ No    Is a clinical trial of an Investigative Medical Product?
- ☐ Yes ☒ No    Is social care research?
- ☐ Yes ☒ No    Involves adults (over 16s) who lack the capacity to consent?

**Indicators of risk:** *the following statements are designed to highlight whether your research involves any particularly vulnerable participants or addresses any highly sensitive topics. You should consider how the potential risks posed by these participants and/or topics can be mitigated, and include this in your answers to sections C-F. Select yes for the corresponding box if one or more of the following apply.*

**Involves potentially vulnerable participants?**

☐ Yes ☒ No

**Potentially Vulnerable Participants**

This includes, but is not restricted to:

- a. People whose competence to exercise informed consent is in doubt, such as:
  - infants and children under 18 years of age
  - people who lack mental capacity
  - people who suffer from psychiatric or personality disorders, including those conditions in which capacity to consent may fluctuate
  - people who may have only a basic or elementary knowledge of the language in which the research is conducted
- b. People who may socially not be in a position to exercise unfettered informed consent, such as:
  - people who depend on the protection of, or are controlled and influenced by, research gatekeepers (e.g. school pupils, children and young people in care, members of the armed forces, young offenders, prisoners, asylum seekers, organisational employees)
  - family members of the researcher(s)
  - in general, people who appear to feel they have no real choice on whether or not to participate
- c. People whose circumstances may unduly influence their decisions to consent, such as:
  - people with disabilities
  - people who are frail or in poor health
  - relatives and friends of participants considered to be vulnerable
  - people who feel that participation will result in access to better treatment and/or support for them or others
  - people who anticipate any other perceived benefits of participation
  - people who, by participating in research, can obtain perceived and/or real benefits to which they otherwise would not have access

For further guidance see: <https://www.sheffield.ac.uk/rs/ethicsandintegrity/ethicspolicy/approval-procedure/procedureelements>

### Involves potentially highly sensitive topics?

X Yes ☐ No

#### Highly Sensitive Topics

This includes, but is not restricted to:

- 'race' or ethnicity
- political opinion
- religious, spiritual or other beliefs

**Guidance note:** Your application is more likely to be approved quickly if you provide the ethics reviewers with enough detail so that they can make an informed judgement about the research without having to ask for further details. You should:

- provide sufficient information about all aspects of the research
- use appropriate language accessible to a lay/non-specialist person
- ensure consistency across all documentation
- pay attention to detail in the answers to your questions
- consider any potential risks posed by the research and state how you intend to mitigate these risks (please note: research which may present a risk and/or presents potentially contentious issues may be undertaken providing these risks have been justified with appropriate steps put in place to mitigate and manage them).

## Section C: Summary of research

### Aims & objectives: summarise the project's aims and objectives

The research aims to describe the understanding of the commons by activist and official of the municipalist movement. It will try to identify how the urban commons and the municipalism are articulated across the personal understanding, and the collective discussion, and the impact of the discussion about urban commons in the public discourse in social media.

### Methodology: provide a concise summary of the methods for your proposed research:

Method 1: Structured interviews to key-informants currently working in the municipalist City Councils as City Councillors or Advisors.

Method 2: Participant Observation in four round-tables in two different seminars: Municilab (<https://municilab.cat/ca/programa>) and the Direct Democracy and Citizens' Initiative. Towards an ecosystem of Inclusive Democracy OIPD Conference (<http://barcelona2018.oidp.net/>)

*Personal safety: You should consider whether any of the planned research activities pose a risk for you or any other researchers involved in the project. Issues of personal safety should be particularly considered when the researcher is working outside normal hours, conducting activities off University premises (especially if working alone), working with potentially threatening people or conducting activities in a potentially dangerous environment. Procedures should be put in place to protect the researcher's safety as far as possible. (NB. Please check whether your department has any specific procedures relating to risk assessment)*

**Does your research raise any issues of personal safety for you or other researchers involved in the project?**

☐ Yes ☒ No

**Will the research involve and covert research ((i.e. where participants aren't aware of your role as researcher) or extended long-term engagement where participants might forget you are a researcher?**

☒ Yes ☐ No

*(If yes to the above question, please detail the justification for the use of covert research in the box below)*

The proposal includes Structured Interviews with one to three key-informants that will also participate in the debates where I will apply the Participant Observation method. The round tables will take place in two seminars open to the public where there is a registration process which involves the payment a small fee.

The proposal is to made a covert observation of those public sessions because one of the aims of the research is to analyse the articulation between the personal position of officials and advisor in the City Hall with the public debates within the municipalist sphere and the impact that audience.

I will inform participants that I will be also studying the debates in the two meetings (see the Participant Information Sheet but I think that knowing that their sessions in particular will be targeted might affect their position in the public debates (Hawthorne effect). If it is deemed necessary, I might be possible to inform the organizers of the seminars about my research and the fact that I would be taking notes,

## Section D: About the participants

### **Potential Participants**

*You should include information on how you will decide who the potential participants will be. If potentially vulnerable participants will be involved in your research, you should justify why the research needs to be done using this participant group. Further information on*



conducting research with vulnerable participants is available at:  
[https://www.sheffield.ac.uk/polopoly\\_fs/1.112756!/file/Research-Ethics-Policy-Note-6.pdf](https://www.sheffield.ac.uk/polopoly_fs/1.112756!/file/Research-Ethics-Policy-Note-6.pdf).

### **How will you identify the potential participants?**

The participants in the interviews are identified by their implication in municipalist platforms and their participation as speakers in the aforementioned seminars

### **Recruiting Participants**

*You should include details of how participants will initially be contacted, a summary of the information that they will be given and how they will indicate their initial interest in becoming involved (consent procedures should be covered in the next question)*

### **How will your participants be approached and recruited?**

Via personal letters to their institutional email address asking for an interview.

### **Do you intend to advertise your study using the volunteer lists for staff or students maintained by CiCS?**

☐Yes ☒No

### **Consent**

Consent by interview participants will be obtain by ).

For further guidance see the University's Research Ethics Policy Note on 'Principles of Consent': [https://www.sheffield.ac.uk/polopoly\\_fs/1.112749!/file/Research-Ethics-Policy-Note-2.pdf](https://www.sheffield.ac.uk/polopoly_fs/1.112749!/file/Research-Ethics-Policy-Note-2.pdf).

### **Will informed consent be obtained for participants?**

☒Yes ☐No

In the case of the interviews.

### **How will informed consent be achieved? (please provide supporting evidence in the form of a participant information sheet and consent form)**

The consent will be obtain in written form tvia the Participant information sheet and Consent.

### **Payment**

### **Will financial/in kind payments be offered to participants?**

☐Yes ☒No

### **Potential Harm to Participants**

### **What is the potential for physical and /or psychological harm/distress to the participants?**

You should outline the steps that will be put in place to minimise any potential for physical and/or psychological harm/distress to participants mentioned above.

**How will this be managed to ensure appropriate protection and well-being of the participants?**

The interviews will take place in the most optimal conditions of comfort available and in the format that best suits the participants.

**Are there any other issues which you need to consider with regards to confidentiality, consent and participant risk?**

X Yes ☐ No (If yes please fill in the box below)

When dealing with commons, it is essential to identify the community, resources, and modes of management are taking into consideration. Therefore, it is important for the nature of the research that all information, inputs and outputs are considered as potential resources to which the collective practice that feeds the different opinions and debates can be access. In relation with this, the criteria of privacy should combine the minimisation of potential conflicts in the public and political arena for the participants, combined with a maximization of the collective access and capacity of interaction.

## Section E: About the data

### **Data Confidentiality**

**What measures will be put in place to ensure confidentiality of (personal) data, where appropriate?**

Data will be made public under the conditions stated in the Consent Form.

**Does the research involve already existing datasets and/or archives?**

☐ Yes X No

### **Data Storage**

The ethics reviewer may need to know:

The custodian of the data will be Ana Méndez de Andés Aldama. The analysis will take place as part of the assessment for the Introduction to Qualitative Methods module. Encryption will not be used. The access to the data will be public under a Creative Commons licence. The Consent Form includes the possibility to use the data in future research projects. The data will not be destroyed, it will be made public when possible.

*If you are planning to record activities on audio or video media you will need participants' permission to do so. You must ensure that there is a clear understanding with participants as to how these recorded media will be used, stored and (if appropriate) destroyed.*

**How and where will the data be stored, used and (if appropriate) destroyed?**

The custodian of the data will be Ana Méndez de Andés Aldama. The analysis will take place as part of the assessment for the Introduction to Qualitative Methods module.



Encryption will not be used. The access to the data will be public under a Creative Commons licence. The Consent Form includes the possibility to use the data in future research projects. The data will not be destroyed, it will be made public when possible.

**Are the following documents relevant to your project?**

Participant information sheets?

X Yes ☐ No

Consent form(s)

X Yes ☐ No

## Section G: Declaration

**Declarations on plagiarism and data integrity**

Do you agree to ensure that all data presented in your dissertation will be genuine data?

X Yes ☐ No

Do you agree that all analysis and write up will be your own work?

X Yes ☐ No

By marking this declaration I confirm that:

- The form is accurate to the best of my knowledge
- The project will abide by the University Ethics Policy
- I will inform my supervisor if significant changes to the project occur

### ETHICS DECLARATION

I have read and understand the [University's Policy on Research Ethics](#).

I understand that I am responsible for monitoring the research at all times.

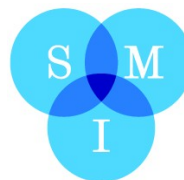
If there are any serious adverse effects, I understand that I am responsible for stopping the research and alerting my supervisor within 24 hours.

I understand my responsibilities to work within a set of safety, ethical and other guidelines as agreed in advance with my supervisor and understand that I must comply with the University's regulations and any other applicable code of ethics at all times.





The  
University  
Of  
Sheffield.



Sheffield  
Methods  
Institute.

**Signature of student  
investigator(s):**

**Signature of supervisor:**

**Date:**  
**22/10/2018**

**Date:**

**PRINT NAME:**  
**ANA MÉNDEZ DE ANDES ALDAMA**

**PRINT NAME:**  
**LUCY JACKSON**

## Section F: Supporting documentation

Attached.