

Appendix 2: Participant Information Sheet (Version 2.0)



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PARTICIPANT INFORMATION SHEET

Title of Project:

Living with Brexit: Understanding the experiences of people living through the Brexit moment

Name and Contact Details of Researcher(s):

Mark Anthony Kaye

mark.kaye@port.ac.uk

Name and Contact Details of Supervisor:

Wolfram Kaiser

Wolfram.kaiser@port.ac.uk

Ethics Committee Reference Number:

1. Invitation

I would like to invite you to take part in my research study. Joining the study is entirely up to you, before you decide I would like you to understand why the research is being done and what it would involve for you. I will go through this information sheet with you, to help you decide whether or not you would like to take part and answer any questions you may have. I would suggest this should take about 20 minutes. Please feel free to talk to others about the study if you wish. Do ask if anything is unclear.

I am a PhD researcher from the University of Portsmouth. I am currently doing research as part of my PhD.

2. Study Summary

This research is being conducted for my PhD. It is concerned with the impacts and consequences of the UK's exit from the European Union on individuals and communities living in Portsmouth.

This is important because there is still very little known about how Brexit has influenced the daily lives and experiences of people living in the UK.

I am seeking participants who live in Portsmouth, are aged 18 or over and have lived in the UK at least since 2014. Participation in the research would require you to first complete a short non-anonymous

questionnaire which should take approximately no longer than 5 minutes. You will be able to start the questionnaire and save your answers as you go, so you do not have to complete the whole survey in one sitting if you do not wish to.

This survey will not be anonymous. It will collect information on the following: name, email address, age, ethnicity/ethnicities, nationality/nationalities, income estimate, education, employment status, gender, religion, area of residence. However, the data collected will be anonymised in the write up of the research and will be used/accessed only by the researcher.

You will then be invited to participate in up to three one-to-one interviews over the course of the following eight months. After the interviews, you might be invited to attend a focus group. Each interview is expected to last around one hour. The focus group is also expected to last around one hour.

3. What is the purpose of the study?

There is currently little known about the ways in which Brexit might have impacted the daily lives of people living in the UK. The research aims to throw light on this issue by examining the ways in which people perceive their own lives to have been impacted by Brexit (if at all) and to assess how they judge the future of the UK and their place within it in light of Brexit.

The research aims to provide a space for the voices of individuals and communities on the ground, actually living in the UK in the years leading up to and following the referendum vote, and aims to ensure all individuals and communities have a voice within it. To achieve this, I hope to hold interviews and focus groups with people living in Portsmouth, to discuss their thoughts, opinions and experiences.

4. Why have I been invited?

You have been invited to participate in this research because you live in Portsmouth, are aged over 18 years old and have lived in the UK since before 2015. I am looking to recruit up to 45 participants in total. You are being invited to participate in a personal capacity, to share your opinions and experiences.

5. Do I have to take part?

No, taking part in this research is entirely voluntary. It is up to you to decide if you want to volunteer for the study. If you agree to take part, you will be asked to sign the attached consent form, dated XXX, version number XXX.

6. What will happen to me if I take part?

If you agree to take part you will first be asked to sign a consent form, attached to this document, to provide me with consent to collect, store and use the information gathered from the questionnaire, interviews and focus groups for the purposes of the research.

You will first be asked to complete a short questionnaire to provide background information, as noted above. This can be either completed online (via a link that will be securely emailed to you) or via a paper form. You have the right to withdraw from the research at any time. Participants can withdraw

by contacting the researcher directly, via telephone or email. Information gathered through the questionnaire, semi-structured interviews and focus groups as pertain to the individual will be destroyed

All personal information will be anonymised as part of the research. Your real name will not be used. Instead, you will be described as 'Participant X.'

You will then be invited to attend up to three one-to-one interviews over the course of the following eight months. The interviews will be informal and consist of conversations between you and me relating broadly to your experiences living in the UK (historically and at present), your opinions regarding Brexit and your opinions regarding the future of the UK.

These interviews will be audio and visually recorded. They will be held in an office at the University of Portsmouth and will last no longer than one hour each.

You may then be invited to attend a focus group, to discuss with other participants in the research issues that arose during the course of the research. The focus group will last no longer than one hour. The research will be conducted between August 2023 and August 2024. The focus group will be audio and visually recorded. They will be held in an office at the University of Portsmouth and will last no longer than one hour each.

7. Expenses and payments

There is no payment provided for participating in the research.

8. Anything else I will have to do?

There is nothing else you will need to do further to that described above.

9. What data will be collected and / or measurements taken?

The data collected from the questionnaire will be the following: name, email address, age, ethnicity/ethnicities, nationality/nationalities, income estimate, education, employment status, gender, religion, area of residence.

The data collected from the interviews and focus group will relate to your opinions and experiences of living in the UK and discussions of Brexit or any other related subject relevant to the research.

10. What are the possible disadvantages, burdens and risks of taking part?

The only risk associated with the research is that of discussing potentially sensitive topics within the interviews and focus groups, as the research is focused on your personal experiences and opinions. As the researcher, I will handle these matters delicately and in an empathetic way.

To ensure everyone involved in the focus groups behaves appropriately and do not offer insensitive or offensive comments, a guidance sheet will be provided. Participants in the focus groups will also be advised to keep all information shared confidential, and not to discuss what was shared outside of the focus groups.

11. What are the possible advantages or benefits of taking part?

There are no benefits to the individuals taking part. However, the purpose of the research is to improve understanding of people's lived experiences following Brexit, and to give people from all walks of life a voice within the academic literature.

12. Will my data be kept confidential?

Yes. The raw data, which identifies you, will be kept securely, and only myself and my supervisory team will have access to it.

The only personal data that will be collected is that of your: name, email address, age, ethnicity/ethnicities, nationality/nationalities, income estimate, education, employment status, gender, religion, area of residence. Only I will have access to this non-anonymous data, myself and my supervisory team will have access to that data, which will be held on a password protected secure University of Portsmouth computer.

All other information collected as part of the research will be fully anonymised, as explained above. The video/audio recordings from the interviews and focus groups, and the transcripts, will all be held on a password protected secure University of Portsmouth computer. Only myself and my supervisory team will have access to that data.

The data, when made anonymous, may be presented to others at academic conferences, or published as a project report, academic dissertation or in academic journals or book. It could also be made available to any commissioner or funder of the research.

Anonymous data, **which does not identify you**, will be publicly shared at the end of the project and made open access. A CC-BY licence will be applied to this publicly shared data. This will allow anyone else (including researchers, businesses, governments, charities, and the general public) to use the anonymised data for any purpose that they wish, providing they credit the University and research team as the original creators. No restrictions will be placed on this shared anonymised data limiting its reuse to only non-commercial ventures.

The raw data, which would identify you, will not be passed to anyone outside the study team without your express written permission. The exception to this will be any regulatory authority which has the legal right to access the data for the purposes of conducting an audit or enquiry, in exceptional cases. These agencies treat your personal data in confidence.

The raw data will be retained for a minimum of 10 years. When it is no longer required, the data will be disposed of securely (*e.g.* electronic media and paper records / images) destroyed.

The School of Area Studies, History, Politics and Literature, at the University of Portsmouth wishes to process your personal data (that is, collect, use, store and destroy data that identifies you) as part of the Mark Anthony Kaye's PhD research. If you have any queries about this research please contact his supervisor, Wolfram Kaiser (wolfram.kaiser@portsmouth.ac.uk) or if you have any general queries about how your data will be processed, please contact the University's Data Protection Officer, Samantha Hill, using any of the following contact details:

Samantha Hill, 023 9284 3642 or information-matters@port.ac.uk

University House, Winston Churchill Avenue, Portsmouth, Hampshire, PO1 2UP, UK

We ask for your consent to process the data we ask for in the research, so that we can conduct the research as described in the participant information sheet.

Your personal data will be held securely on University servers and we will not store your data outside the UK, and it will be securely destroyed after a period of ten years.

Although you have the right to request a copy of the personal data we hold about you, to restrict the use of your personal data, to be forgotten, to data portability, and to withdraw your consent for the use of your data, it is possible that we may not be able to fully comply with those rights where your data has been used for the research and / or has been anonymised. For more information on your rights in general, please see the information on the following link: <https://www.port.ac.uk/about-us/structure-and-governance/legal/data-protection-and-gdpr/requesting-your-data>

You also have the right to lodge a complaint about the use of your personal data to initially the University (email information-matters@port.ac.uk) and then, if you are unhappy with our response, to the Information Commissioner's Office (ICO) – for more information please see <https://ico.org.uk/your-data-matters/raising-concerns/>.

13. What will happen if I don't want to carry on with the study?

As a volunteer you can stop any participation in the questionnaire, interviews or focus groups at any time, or withdraw from the study at any time, without giving a reason if you do not wish to.

If you do withdraw from a study after some data have been collected the data collected thus far will be retained and included in the study.

14. What if there is a problem?

If you have a query, concern or complaint about any aspect of this study, in the first instance you should contact the researcher if appropriate. If the researcher is a student, there will also be an academic member of staff listed as the supervisor whom you can contact. If there is a complaint and there is a supervisor listed, please contact the Supervisor with details of the complaint. The contact details for both the researcher and any supervisor are detailed on page 1.

If your concern or complaint is not resolved by the researcher or their supervisor, you should contact the Head of Department. Their details of provided on page 1.

If the complaint remains unresolved, please contact:

The University Complaints Officer

023 9284 3642

complaintsadvise@port.ac.uk

15. Who is funding the research?

This research is being funded by the Economic and Social Research Council (ESRC). The researcher will not receive any financial reward for conducting this study, other than their normal bursary as a student of the University.

16. Who has reviewed the study?

Research involving human participants is reviewed by an ethics committee to ensure that the dignity and well-being of participants is respected. This study has been reviewed by the Humanities and Social Sciences Faculty Ethics Committee and been given favourable ethical opinion.

Thank you

Thank you for taking time to read this information sheet and for considering volunteering for this research.