

Barnsley Metropolitan Borough Council and University of Sheffield

Mapping Arts, Culture and the Creative Industries in Barnsley

Participant's project information sheet - 19.05.2023

Culture is at the heart of Barnsley MBC's (BMBC) regeneration plans; they have developed the Cultural Development Fund to support a programme of cultural engagement within the Borough, and in particular to support the regeneration plans of the 6 principal towns within Barnsley.

BMBC are keen to work in partnership with local creative industries/artists and makers to carry out these activities but first need to build on their current understanding of the cultural sector within the Borough.

The University of Sheffield (UoS) and BMBC have agreed to lead a new project to map the creative and cultural industries sector based within Barnsley and produce a report. This work will help partners within BMBC to develop a programme of cultural engagement, highlight any existing cultural clusters within the Borough, and help to develop the most suitable infrastructure/venues to develop the cultural sector as part of the Borough's regeneration plans.

1. Aims and objectives of the project

The aim of the project is to produce a database of the creative industries/artists/makers based in Barnsley.

Objectives:

- To collate existing data & carry out further mapping of creative industries/artists/makers in Barnsley.
- Explore with project partners and organise a series of planned events taking place to help us engage with unknown artists etc. that live and work in Barnsley
- To update the existing database and produce a detailed report for Barnsley MBC of the creative industries/artists/ makers based in the Borough of Barnsley
- To use the data anonymously in future reports, research publications or impact case study.

2. What will happen during the project?

The project team has worked with a creative partner who has a detailed knowledge of the creative sector within the town, and identified the gaps in the current database held by BMBC.

Through the use of various media you have been invited to participate in this project either at an organised event or online. To participate in the project could you please complete the consent form either as a paper copy given to you at one of our events or, sent to you electronically as a Word document in an email inviting you to participate in the research. If you complete the consent form following receipt of an email please return it to **Jean Simpson** either by email (jean.simpson@sheffield.ac.uk) or by post to the address at the end of this document.

If you attend one of the events we will ask you to complete a questionnaire requesting various data about you and your creative business/activities. Members of the project team will be

available at the event for any concerns/questions that you may have. If you wish to complete this online after the event please give your contact details to a member of the project team.

If you have received an email asking you to complete the questionnaire can you please complete the Google form version of the [Questionnaire](#).

Data protection, storage and use of data

BMBC has carried out the required Data Protection Impact Assessment and the project team at UoS has obtained the required clearance via the University of Sheffield ethical approval process, which also covers data protection requirements. Depending on their employer, all members of the project team will comply with either BMBC or UoS Information Security Policies and will have completed the mandatory training for protecting information and personal data and cyber security.

For up to three years from the end of the project any research data (apart from the full database) held at UoS will be kept in a secure password protected project research storage space on the University's server, which will be managed centrally and regularly backed up by the University's IT services team.

In accordance with a project agreement between both parties the full database will be shared with BMBC by UoS at the end of the project and it will be retained by BMBC and securely stored within their IT infrastructure in accordance with the Barnsley Data Protection Impact Assessment completed for this project.

All data files both at BMBC and UoS will be password protected and only members of the project team will have access to the data collected during the project. At no time during or after the project will the data be shared with external organisations unless it is anonymised.

The data will be used by the project partners as follows:

- BMBC will use the data to invite creative artists within the Borough to support the development of their cultural strategy and regeneration plans for the 6 principal towns within Barnsley.
- On behalf of UoS, BMBC will also use the data to invite participants to engage in future cultural activities, festivals, funding calls hosted by the University within the region of South Yorkshire.
- The project partners will also anonymise the data for use in future research projects, reports and publications, including those written by regional and national policymakers, to support local and regional growth within the cultural sector.

Participants options

The consent form asks you to confirm whether you wish your full data to be added to the existing database or whether it should only be used anonymously in future reports, publications, research etc.

You have the option to withdraw from the project at any time until **31 August 2023** and request that your data is not used by the team. If you wish to withdraw from the project before the specified date please contact **Jean Simpson**, either by email (jean.simpson@sheffield.ac.uk) or by

phone (**0114 2220569**), who will send you a Word version of the form for you to complete and either scan to her or send a paper copy to the following address:

**Public Engagement Team
University of Sheffield
Cathedral Court
46 Church Street
Sheffield
S1 2GN**

If you do not withdraw from the project by **31August 2023**, the project team may use your data as stated under section 4.

3. Contacts

Should you have any concerns at any time during your participation in the project, and do not wish to discuss these with a member of the project team, please contact one of the following:

Barnsley: Jon Finch jonfinch@barnsley.gov.uk

Sheffield: Rob Sykes R.Sykes@sheffield.ac.uk