# Plan Overview

*A Data Management Plan created using DMPonline*

**Title:** Expanding Care & Repair: The Role of the Beyond-human in Socio-technical Infrastructure for Sustainable Transitions

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**Data Manager:** Matthew Newbould

**Project Administrator:** Matthew Newbould

**Affiliation:** University of Manchester

**Template:** University of Manchester Generic Template

**ORCID iD:** 0009-0007-5442-1299

**Project abstract:**

The Climate and Biodiversity Crises are inextricably linked and decisive, joined-up actions must be taken to solve them (CIEEM 2019; WWF 2024). In theoretical discourse around sustainability transformations, oncological shifts towards relationality have lead to a spotlight on the ‘more-than-human’ as agents with affect in world systems (Blanco-Wells 2021; Barua 2021), while social and material infrastructures are reconceptualised as conjoined  and in varying states of (dis)repair (Ramakrishnan et al. 2021). Urban areas are unique zones of high metabolism of resources and high human population with lower biodiversity, and the city of Manchester in particular has a green and blue infrastructure strategy that makes it unique as a socio-ecological study site, coming to its end (Cui et al. 2019; Manchester City Council 2022). This PhD aims to use mixed-methods approaches to investigate the role of the ‘more-than-human’ in systems of care, repair and maintenance for social and built infrastructure, by examining the urban socio-ecology of Manchester across its infrastructural networks. By doing so, the PhD will further improve the ways in which joint adaptation action on the climate and biodiversity crises can be taken through planning and development processes accounting for the uncovered relationships.

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**Copyright information:**

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# Expanding Care & Repair: The Role of the Beyond-human in Socio-technical Infrastructure for Sustainable Transitions

## Manchester Data Management Outline

**1. Will this project be reviewed by any of the following bodies (please select all that apply)?**

- Funder
- Ethics

**2. Is The University of Manchester collaborating with other institutions on this project?**

- No - only institution involved

**3. What data will you use in this project (please select all that apply)?**

- Acquire new data
- Re-use existing data (please list below)

Citizen-collected and publicly available ecological data stored by the Greater Manchester Ecology Unit (fully anonymised), Social participant observation data recorded in a journal and stored securely in a locker, and recorded interview data stored in both a journal and encrypted audio recordings.

**4. Where will the data be stored and backed-up during the project lifetime?**

- P Drive (postgraduate researchers and students only)

**5. If you will be using Research Data Storage, how much storage will you require?**

- < 1 TB

**6. Are you going to be receiving data from, or sharing data with an external third party?**

- Yes

Receiving non-sensitive data from the GMEU.

**7. How long do you intend to keep your data for after the end of your project (in years)?**

- 0-4 years

***Guidance for questions 8 to 13***

**Highly restricted information defined in the Information security classification, ownership and secure information handling SOP is information that requires enhanced security as unauthorised disclosure could cause significant harm to individuals or to the University and its ambitions in respect of its purpose, vision and values. This could be:**

**information that is subject to export controls; valuable intellectual property; security sensitive material or research in key industrial fields at particular risk of being targeted by foreign states. See more examples of highly restricted information.**

**If you are using 'Very Sensitive' information as defined by the Information Security Classification, Ownerships and Secure Information Handling SOP, please consult the Information Governance Office for guidance.**

**Personal information, also known as personal data, relates to identifiable living individuals. Personal data is classed as special category personal data if it includes any of the following types of information about an identifiable living individual: racial or ethnic origin; political opinions; religious or similar philosophical beliefs; trade union membership; genetic data; biometric data; health data; sexual life; sexual orientation.**

**Please note that in line with data protection law (the UK General Data Protection Regulation and Data Protection Act 2018), personal information should only be stored in an identifiable form for as long as is necessary for the project; it should be pseudonymised (partially de-identified) and/or anonymised (completely de—identified) as soon as practically possible. You must obtain the appropriate ethical approval in order to use identifiable personal data.**

**8. What type of information will you be processing (please select all that apply)?**

- Audio and/or video recordings
- No confidential or personal data

Audio recordings, no videos.

**9. How do you plan to store, protect and ensure confidentiality of any highly restricted data or personal data (please select all that apply)?**

- Store data in encrypted files, folders, computers or devices
- Pseudonymise data and apply secure key management procedures
- Where needed, follow University of Manchester guidelines for disposing of personal data
- Store data in buildings, rooms or filing cabinets with controlled access
- Store data on University of Manchester approved and securely backed up servers or computers

**10. If you are storing personal information (including contact details) will you need to keep it beyond the end of the project?**

- No

**11. Will the participants' information (personal and/or sensitive) be shared with or accessed by anyone outside of the University of Manchester?**

- No

**12. If you will be sharing personal information outside of the University of Manchester will the individual or organisation you are sharing with be outside the EEA?**

- Not applicable

**13. Are you planning to use the personal information for future purposes such as research?**

- No

**14. Will this project use innovative technologies to collect or process data?**

- No

So long as an audio recording device doesn't count as an innovative technology.

**15. Who will act as the data custodian for this study, and so be responsible for the information involved?**

Matt Newbould

**16. Please provide the date on which this plan was last reviewed (dd/mm/yyyy).**

2026-10-07

## Project details

**What is the purpose of your research project?**

To connect ecological, planning and social datas about the social and built infrastructures in manchester and how they are potentially repaired or maintained through human and more-than-human interactions and processes.

**What policies and guidelines on data management, data sharing, and data security are relevant to your research project?**

University of Manchester's Policy on the Ethical Engagement of Human Participants in Research, The Code of Good Research Conduct, and the Information Security Policy.

## Responsibilities and Resources

**Who will be responsible for data management?**

The Primary Investigator, Matt Newbould will be responsible for managing the data in its entirety and ensuring the DMP is reviewed and updated. He is supervised by three supervisors, who will be provided access to early results outputs and will supervise the data analysis.

**What resources will you require to deliver your plan?**

A secure audio recording device, access to Audacity (audio processing software), and a notebook and pen.

## Data Collection

**What data will you collect or create?**

Ecological survey data stored by the Greater Manchester Ecology Unit (.gml, 10MB), publicly available planning and policy documents from Manchester City Council, Oldham Council and the GMCA (.pdf, 10MB).
Participant observation data of two case study projects, and interview data from four members of the third case study project (hard copy, .docx, MP3, 20MB).

**How will the data be collected or created?**

The ecological survey data will be requested from the GMCA, sent via email and stored on an encrypted file on university servers. The planning and policy data will be either located on the internet or requested directly from the appropriate local authority(s). These will all also likely be sent on email and provided the data isn't classified, it can be stored on a USB stick and kept in an office locker. The participant observation data and interview observations will be collected via journal notes which will be kept in an office locker. The note transcriptions will be kept on an encrypted file on university servers. The audio recordings of the interviews will be collected on a secure device and moved to an encrypted file on university servers, transcribed using the software audacity in accordance with the procedure of security for voice recordings.

Files will be named logically based on the contents - volunteer/interview day n, date of observations/interview, version number e.g. 1.1, 2.1 etc. Folders will be used to separate files based on type of data collected.

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## Documentation and Metadata

### What documentation and metadata will accompany the data?

The methodology chapter of the thesis will contain all the details of the data context, collection, cleaning, processing and analysis and the results chapter will show the outputs. This writing can then be used to construct a README file to accompany the data outlining the context, methods, provenance, quality assurance and data architecture.

Research diary entries can also be transcribed to provide further details on experiences, reflections and recommendations for future replications of the study.

DDI lifecycle is the standard being adhered to in this research.

## Ethics and Legal Compliance

### How will you manage any ethical issues?

Data will be anonymised at the point of collection and no personal information will be collected. It will be stored securely - digital copies in encrypted folders on university servers and physical copies kept in a locker in campus offices. Any consent withdrawn from participants will be reported and the data associated with said participant(s) immediately destroyed. Ethical approval from the FSE ethics committee will be attained before any primary data collection commences. Unprocessed data will not be shared with the public but outputs and results will be shared via published and intentionally open-access works, which will be in the terms of consent for the data collection. Consent forms and records will be digitised and stored as encrypted files on university servers, separate from the dataset.

### How will you manage copyright and Intellectual Property Rights (IPR) issues?

The secondary data will be intellectual property of the GMEU and the relevant local authorities and therefore copyright ownership will remain with them. The data from the GMEU is being shared subject to a data supply agreement with the following terms:

"1) This sensitive protected species data will only be used for research purposes in connection with the stated Manchester University PhD project, and will be stored securely at all times.

2) The data may not be supplied to any third parties, or published, without the prior written consent of the Greater Manchester Ecology Unit. As a guideline, we expect would data to be published only in summary form, not showing individual location or date details.

3) The data remain the copyright and property of GMEU.

4) Please supply a copy of any extra GM records obtained during the project to Greater Manchester Local Record Centre - ideally through our website recording system or otherwise in Excel.

5) All copies of data supplied will be destroyed / permanently deleted from computers on completion, or termination of the project.

6) If the terms of this agreement are breached we reserve the right to request the return and/or deletion of all copies of the data."

All documents accessed from the GMCA, Manchester city council or Oldham council will be in the relevant authority's copyright ownership, all being accessed publicly either online or via a freedom of information (FoI) request.

The University of Manchester will own the copyright to all written work published as a result of the research, it will all be co-

authored by the supervisory team and all sources of data will be recognised as having contributed to the project's success.

## Storage and backup

### How will the data be stored and backed up?

All digital data (first point of storage is the university p-drive) will have a backup copy saved to a RDS drive if possible. If not the RDS service, the data will be stored on the University's onedrive for business. The backups will be updated, saved and checked once a month until completion of the research.

### How will you manage access and security?

There is no confidential data being kept, so no extra security measures beyond manual control of access, encryption of files and folders, and other basic precautions to protect IP and maintain standards agreed with third parties are necessary. The highest risks are in the data transportation and analysis through software. These risks are easily managed by a rapid transfer of files to the appropriate repositories with encryption, and the use of university-approved software offline in the analysis process.

## Selection and Preservation

### Which data should be retained, shared, and/or preserved?

All data other than the publicly-available policy documents will be retained at least up to the completion of the PhD and stored for 5 years after the PhD's completion, and then will be deleted in line with the research data management policy. The data is unlikely to be reused but will be available to those in the institution to reuse while available through the RDS service, provided the appropriate permissions are obtained. Due to the terms of the GMEU data agreement, it will not be possible to make the data publicly available.

### What is the long-term preservation plan for the dataset?

Data used in published outputs will be a priority for approved retention. As the data will be stored on the university's own repository - Figshare, long-term preservation of the data is the responsibility of the university once it has full control at the end of the phd.

## Data Sharing

### How will you share the data?

The data and tools of analysis such as the thematic analysis codes will be made available within the university of manchester and the Figshare repository, and those associated via research centres outside of it will be able to request access via the appropriate channels.

### Are any restrictions on data sharing required?

All data can be shared via the institution-approved repository. The data obtained from the GMEU must be shared subject to the owner's agreement beforehand. This availability will be made clear in the terms of consent for data collection.

## Planned Research Outputs

### Dissertation - "Expanding Care & Repair: The Role of the Beyond-human in Socio-technical Infrastructure for Sustainable Transitions"

Thesis - a collection of journal articles identifying the social and technical infrastructural connections between humans and more-than-humans and how these relationships may be reparative and connected across social and technical boundaries.

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**Planned research output details**

| Title | DOI | Type | Release date | Access level | Repository(ies) | File size | License | Metadata standard(s) | May contain sensitive data? | May contain PII? |
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| Expanding Care & Repair: The Role of the Beyond-hu ... | | Dissertation | Unspecified | Restricted | None specified | | None specified | None specified | No | No |