Plan Overview

A Data Management Plan created using DMPonline

Title: Leveraging Inclusive Free Transport (LIFT) for alleviation of food insecurity.

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Funder: University of Nottingham

Template: University of Nottingham generic Data Management Plan

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Project abstract:
It is well documented in high income countries there are social and environmental barriers which can impede access to a healthy diet for people with low incomes (Attree, 2006; McFadden et al., 2014). A social gradient in health is known to exist with disadvantage population groups having higher rates of diet related diseases such as diabetes, cardiovascular disease, and some forms of cancer (Darmon and Drewnowski, 2008). Access to a healthy, affordable, culturally acceptable diet is imperative to improve health outcomes for lower income groups and for individuals experiencing food insecurity. However, it has been noted in European counties, systematic studies of food insecurity are lacking (Nielsen et al., 2017). Furthermore, food security of low-income households in the UK is in decline (Loopstra et al., 2019). Our previous work assessed status, nutrient intakes and prevailing health conditions experienced by the population of Nottinghamshire and highlighted the significant challenges faced by those on low incomes in achieving an adequate diet. Of the challenges identified, the necessity to travel more than 30 minutes to reach a food outlet were >3 times more likely to experience food insecurity. Evidence supported the idea that for such individuals, the cost of transport was high and so the requirement to access food shopping on foot greatly constrained the foods and quantities that could be purchased resulting in fewer fruit and vegetables and a requirement to spend higher amounts on smaller packaged items. There is a need, therefore, to establish whether facilitating transport to food shopping would enable people to purchase a broader range of healthy foods and in larger quantities.

Darmon, N., Drewnowski, A., 2008. Does social class predict diet quality? Am. J. Clin. Nutr. 87, 1107–1117. https://doi.org/10.1093/ajcn/87.5.1107
Loopstra, R., Reeves, A., Tarasuk, V., 2019. The rise of hunger among low-income households:

an analysis of the risks of food insecurity between 2004 and 2016 in a population-based study of UK adults. J Epidemiol Community Health 73, 668–673. https://doi.org/10.1136/jech-2018-211194

McFadden, A., Green, J.M., Williams, V., McLeish, J., McCormick, F., Fox-Rushby, J., Renfrew, M.J., 2014. Can food vouchers improve nutrition and reduce health inequalities in low-income mothers and young children: a multi-method evaluation of the experiences of beneficiaries and practitioners of the Healthy Start programme in England.

Nielsen, A.L., Holm, L., Lund, T.B., 2017. Development of a survey tool to assess and monitor the influence of food budget restraint on healthy eating, food related climate impact and quality of life 36.

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Copyright information:

Leveraging Inclusive Free Transport (LIFT) for alleviation of food insecurity.

Data description

What data will you create?

The data created in this study will include survey responses to questions related to household food security, food intake, food shopping and participant demographics.
The survey will be conducted using "JISC online Surveys". Response will be downloaded into excel/ SPSS and stored in a password protected folder on the University of Nottingham OneDrive.

Data collection / generation

What are your methodologies for data collection / generation? How will you ensure data quality? What data standards will you use?

We will be using established programs for Data collection which are "Jisc online surveys" All participants will be assigned a participant number which will be used throughout the study to ensure anonymity.

Data storage and security

Where and how will data will be stored, backed-up, transferred, and secured during the active phase (short to medium term) of research?

We will use UoN-provided storage for our working data. UoN licenses Microsoft Teams, allowing for secure and controlled sharing of data among the research team. Microsoft Teams encrypts data both in transit and at rest and is approved against the University's Handling Restricted Data Policy. The service provides several layers of automatic back up and, in a disaster scenario, files can
be recovered. Access to data stored in MS Teams is via secure log-in with multi-factor authentication. We will store data for a period of no less than 7 years after the research project finishes. The researchers who gathered or processed the data may also store the data indefinitely and reuse it in future research. Password protected files on OneDrive will also be used for storage of data
Data provided via an online questionnaire and food intake data will be transferred to the Excel and SPSS spreadsheets and anonymised for further analysis with the same unique study identification number which will be given to each participant. Participants' contact details, including e-mail address and postcode, will be kept in a different study folder. All research data including consent and personal data will be password-protected and stored securely in a locked archive.

Data management, documentation, and curation

What are your principles, systems, and major standards for data management and creation? What metadata and documentation will you keep?

All data will be managed according to the University of Nottingham's data management policy (accessible to University staff through the library website -
https://www.nottingham.ac.uk/library/research/research-data-management/index.aspx;
https://uniofnottm.sharepoint.com/sites/DigitalResearch/SitePages/Research-Data-Management-Policy.aspx) with specific focus on policy statement 3.1
3.1 It is the policy of the University of Nottingham that all research data be managed in a manner that supports its authenticity, reliability, security, discoverability and, where appropriate, accessibility for re-use.

Data will be generated using online survey managed by "Online Surveys" (Online surveys Jisc, 4 Portwall Lane, Bristol, BS1 6NB, UK). All survey data through the JISC service is stored "...within Amazon Web Services (AWS), within the Republic of Ireland..." and the security of this data is guaranteed to ISO/IEC 27001 standard.

Ethics & Privacy

Are there any ethical or privacy related issues associated with your data?

We will have some contact details (e-mail address) for participants. However, these contact details will not be used for
data analysis or published in further studies. These identifiable details will be removed from the study data and
transferred to another folder and protected securely. All research data (questionnaire and food intake data) will be anonymized.

Data preservation

How will you ensure the long term storage and preservation of data?

The research team will be responsible for the protection of original research data and they will be responsible for protecting the participants' rights and privacy.
The study team will adhere to General Data protection Regulation, 2018. Study data will be held securely and password protected at the University of Nottingham.
The University of Nottingham uses Microsoft OneDrive for storage of data. Study datasets will be stored within the lead researcher's OneDrive. The specific folder will be accessible only to other members of the research team.

Data sharing and access

How will the data generated be shared and published?

Data will only be shared amongst the study group for the purposes of analysis. All data will be anonymised, so all of the summary findings will be derived according to groups of people rather than for individuals.
If external researchers request access to the data, we will take careful guidance from the University Information Compliance Office in order to ensure adherence to correct procedure and permissions.

All data processing and sharing will adhere to the University of Nottingham Data Protection Policy (https://www.nottingham.ac.uk/governance/records-and-information-management/data-protection/data-protection-policy.aspx).
Outcomes identified from analysis of the data will be published in the scientific literature as appropriate. We will additionally communicate with the information compliance team in order to appropriately disseminate the details to the relevant local authorities.
Participants will not be identifiable in the further publications, as their personal data is transferred from study data to another file and given to them unique study number instead

Roles & responsibilities

Who will be responsible for managing data, data security, data quality, and data security both during the award and post-award?

The responsibility for the data will fall to the main study leaders. The overall responsibility for data security is held by the University of Nottingham Chief information security officer.
The datasets generated in this study will not be deposited in any public repository so we do not anticipate needing to generate metadata to allow its identification for wider groups.

Relevant policies

What are the relevant institutional, departmental or study policies on data sharing and data security?

The University of Nottingham abides by The General Data Protection Regulation (GDPR) and the university is the Data Controller
under UK Data Protection laws (legally responsible for the data security).
For further information: https://www.nottingham.ac.uk/utilities/privacy/privacy.aspx
Specifically relevant policies include:
University of Nottingham Research Data Management Policy
Records Management Policy
Records Retention Policy
Data Protection Policy

Data Handling Standards Policy
Information Security Policy

IPR

Who will own the copyright and IPR of any data that you will collect or create? Will you create a licence(s) for its use and reuse? If you are planning to use existing data as part of your research, do any copyright or other restrictions determine its use?

Copyright & IPR for all project research data is owned by University of Nottingham.

Budgeting

What are the costs or funding required for capturing, processing, storing, and archiving your data?

Unkown

Further Help

Would you like your plan to be reviewed by specialists in Libraries?

Saving this plan after checking the "Yes" box will immediately notify Libraries DMP review service, please only do this when you are ready for review.

- Yes

Would you like a reminder and further guidance on depositing your data? If so, indicate when would be most useful.

Guidance is sent out twice a year, but you can contact library-researchsupport@nottingham.ac.uk at any time for further support.

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