



Research Committee Minutes

Wednesday 6th June 2018, 12pm, Room 5.42 (Turing Room)

Present: Jane Hillston (Chair), Charles Raab, Ian Simpson, Jacques Fleuriot, Kousha Etassami, Keith Edwards on behalf of Jim Ashe, Angela Sturniolo (Secretary).

Apologies: Alistair Hill, Nigel Goddard, Murray Cole, Julie Young, Victoria Lindstrom, Frank Keller, Martin Wright, Johanna Moore, Jim Ashe, Michael Rovatsos, Barbara Webb.

	Summary	ACTION
1.	PREVIOUS MEETING	
1.1	Approval of previous meeting minutes JH apologised for the delay in sending the previous meeting minutes. The minutes were approved as an accurate record of the meeting.	
1.2	Matters arising from previous meeting: Chancellor's Fellows – JH has informed that four candidates are going forward although the strongest candidate has withdrawn. Principal's visit 20th June – JH has asked the Dols to think of suitable exhibits to show to Principal, e.g. poster boards along corridors or a particular showcase to demonstrate on the big screen in room 3.02. JH has also clarified that talks won't be required. Informatics Showcase – Kasia Kokowska and Segolene Gallus are in the process of developing banners for the Informatics Showcase.	
2.	City Sounds Project (https://citysounds.eu) – DPIA This was a special meeting to discuss the Ethics case of the City Sounds Project. Charles Raab joined the meeting, as he has been investigating Ethics issues for the IoT project and is a member of the Governance and Ethics action group in ISG. The group discussions raised a number of concerns but on the whole it was felt that these had been adequately addressed within the DPIA when the risk and probability levels, and mitigation actions were taken into account. The one remaining concern was about community consultation and the risk of reputational damage. Post meeting note: JH has communicated the RC's concerns to EK and SC. The text of that message is included below for information.	

On the whole we felt that the project is interesting and valuable, and that the privacy and ethical issues have been carefully considered and captured within the PIA document. However the one area where we felt that there was still a non-negligible risk of reputational damage was the area of community consultation. Whilst it is clearly not feasible to seek any form of consent we felt that the current consultation, organised through Friends of the Meadows, is probably not reaching a broad constituency of Meadows users. For example, students and pupils from the nearby high schools make up a large proportion of Meadows users, particularly when the weather is good, but are unlikely to belong to groups such as Friends of the Meadows. The current provision of information within notice boards that are poorly accessed is not ideal.

We would recommend that more effort is made to ensure Meadows users have the opportunity to know about the project (cleaning the glass on the notice boards would apparently be a first step, but we would hope for more than that). Not presenting at the recent Meadows Festival was a missed opportunity. We also wondered about the possibility to offer an opt-out possibility, whereby someone could ask for sound recordings at a particular time and day to be erased. Keith has previous experience of a similar provision from a project that filmed people in Buccleuch Street for research on person tracking, and whilst it was infrequently used it was felt to give the public a greater sense of power about the information captured. (Keith can provide details if required.)

We were uncertain of what our status with respect to this project was. Within the PIA it is stated that the project had received clearance from the School of Informatics Ethics Panel, without the need to proceed to level 3 and consideration by Research Committee. I would be grateful if you could clarify this.

3. Date of next meeting: TBA