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## Plan Overview

*A Data Management Plan created using DMPonline*

**Title:** The incongruity between remote work and the location of service outlets and their consequences for the UK labour market and economy

**Creator:** Tan Do

**Affiliation:** City, University of London

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# The incongruity between remote work and the location of service outlets and their consequences for the UK labour market and economy

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## Data Collection

### What data will you collect or create?

- Foot Traffic data;
- Credit Card Transaction Data;
- GIS data on commuting patterns and remote work prevalence.

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

This project uses secondary data from ADVAN. Downloaded raw data are kept and stored both on online cloud and local disk. Python scripts are used to extract relevant information.

## Documentation and Metadata

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

ADVAN provides manuals explaining details of raw data. Processed data are created using Python scripts that are self-explanatory.

## Ethics and Legal Compliance

### How will you manage any ethical issues?

Raw data and Python scripts are kept and stored permanently both online and on local disk to ensure reproducibility.

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

Data from the third party (ADVAN) are proprietary. We do not share data to the public and keep them secure with passwords.

## Storage and Backup

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

Raw data and code scripts are kept and stored permanently both online (OneDrive) and on local disk. Processed data are automatically synced to OneDrive at all times.

### How will you manage access and security?

We keep them secure with passwords. Data are shared among collaborators using OneDrive that requires authentication.

## **Selection and Preservation**

### **Which data are of long-term value and should be retained, shared, and/or preserved?**

Data and code scripts are kept and stored permanently both online and on local disk to ensure reproducibility.

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

Data and code scripts are kept and stored permanently both online and on local disk to be reuse in subsequent projects. No significant costs will be incurred to preserve the data.

## **Data Sharing**

### **How will you share the data?**

Data are shared among collaborators using OneDrive that requires authentication.

### **Are any restrictions on data sharing required?**

Data from the third party (ADVAN) are proprietary. We do not share data to the public and keep them secure with passwords.

## **Responsibilities and Resources**

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

Dr Pawel Bilinski is in charge of keeping the raw data online (OneDrive). Dr Tan Do is responsible for keeping the raw data on a local disk and backing up processed data.

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

The institution provides adequate resources, no additional resources are required.