**CONSENT FORM FOR RESEARCH PROJECT**

**Community Chats**

**Trips Not Made: Reducing transport disadvantage in Tasmania**

UTAS Ethics Approval Number: H0024779

## Research team

* **Dr Lisa Stafford, Chief Investigator Researcher**,

Social Researcher Social Action Research Centre (SARC) Anglicare Tasmania

Senior Research ARC DECRA Fellow, School of Geography, Planning & Spatial Sciences, the University of Tasmania (UTAS)

Email: [lisas1@anglicare-tas.org.au](mailto:lisas1@anglicare-tas.org.au) or phone: 03 6213 3664

* Mary Bennett, Coordinator, Social Action Research Centre (SARC) Anglicare Tasmania, maryb@anglicare-tas.org.au
* Selina Claxton, Research Assistant, Social Action Research Centre (SARC) Anglicare Tasmania, [s.claxton@anglicare-tas.org.au](mailto:s.claxton@anglicare-tas.org.au)
* Young People Co-researchers - Social Action Research Centre (SARC) Anglicare Tasmania

## Why is the study being conducted?

The purpose of this research project is to understand poor or no transport – which we call transport disadvantage – experienced by people and communities living in Tasmania.

Dr Lisa Stafford, from Anglicare Tasmania’s SARC & UTAS, wants to understand the trips not being and the impact of no or limited transport on people’s lives and livelihoods. We also want to gather collective ideas and priorities for future transport solutions.

The aim is to show where problems and tensions exist in the transport system and how lack of transport impacts people and communities, as well as build evidence and establish an agenda for change to reduce transport disadvantage while aiming for equity for all.

This information sheet is about getting involved in the research through community conversations (world café focus groups).

We are interested in hearing frompeople aged 12 years and older who live in selected communities. If under 18 you will need parent consent to participate.

The project is funded by Anglicare-Tasmania.

## What does participation involve?

You will be asked to be involved in Community Chats, which is a type of research focus group, to share your experiences and thoughts about transport in your community and your ideas to make transport more accessible and inclusive, including availability, safety and infrastructure, and considerations like getting to the bus, waiting for the bus, and finding information about the bus.

### What is involved in Community Chats (focus groups)?

* The Community Chats will consist of up to 20 people from similar group membership/affiliation or geographical town. Numbers may vary depending on interest and changing Covid restrictions.
* The Community Chats take about 2 hours.
* The Community Chats may involve small group and larger group conversations.
* Assistant facilitators will also be present to help. They will sign confidentiality agreements.
* Community Chats will occur face to face, but may need to be via video call depending on Covid requirements at the time.
* The chats will be audio recorded, so we can review it later with all the other participant interviews to find out the shared experiences transport.
* An artist will be present to visually record the group ideas shared. The artist will be drawing pictures of key concepts and actions being shared. They will sign a confidentiality agreement.
* Your name will not be used in any of the information collected.

Refreshments will be provided for participants at the Community Chats. This will be in accordance with Covid safe practices.

The research team will copy/upload any photos/drawings or materials created during the group interview.

*You must preregister*

Only people who have pre-registered for the Community Chats can participate. Pre-registration includes completing a research consent form, registering for a specific Community Chat location, and outlining any specific needs to aid participation. We will also re-confirm consent at the start of the Community Chat and you will be asked by the researcher to confirm whether you wish to be involved in the focus group, to ensure you are aware of what is being asked of you and you are still prepared to participate.

## Preparing for the Community Chat

To help you talk about transport in your community, you can write down some ideas to bring along or you can bring photos that show:

* *What are the barriers to accessing transport in your community?* This could include no or limited access to transport currently, things that currently don’t work or don’t help, lack of service, lack of infrastructure or lack of footpath connectivity for mobility.
* *What would you add to make transport more accessible and inclusive in your community for all people?* *What is needed now and into the future in terms of transport in your community – how do people wish to travel in the future for work, study and play?* This could include examples you have found elsewhere that you would like to have here.

If bringing photos/pictures, please avoid any photos with people’s faces in it.

## Voluntary involvement

Your participation in this project is entirely voluntary. If you do agree to participate you can stop participating (withdraw) without comment or penalty during the community chat. Your decision to participate or not participate will in no way impact on your current or future relationship with the research team, Anglicare Tasmania and the University of Tasmania.

## What are the possible benefits for me if I take part?

It is expected that participation in this research project will not directly benefit you.

However, the outcomes of the research may provide future benefit by helping to inform and advocate for better planning, policy, and processes to make transport in Tasmania more inclusive and equitable.

Participants will be emailed a link to the research finding updates as they become available on the project website and will be emailed a summary of findings once the project is finished.

## What are the possible risks for me if I take part?

There are some minimal risks associated with your participation in this research project. These include:

The **risk of emotional discomfort**, which may occur should you choose to share an experience of exclusion that was distressing. There is no requirement to disclose distressing situations. We ask you to only reveal what you are comfortable revealing.

With the group interview, there is also the **risk of social discomfort** may occur due to sharing experiences with other people in a group. There is no requirement to share information you are not comfortable with. We ask you to only share what you are comfortable sharing. It also needs to be made clear that while every effort will be made to de-identify data, anonymity cannot be guaranteed due to the small size of the population in Tasmania and some individuals may still be able to be identified by others based on what they say and how they say it.

While we do not expect you to take photos in preparation for the community chats. If you do, there are things to consider as there is a **risk of physical discomfort or risk of physical injury** as a result of being preoccupied. To avoid this, we ask you to adopt the following strategies:

* Go around your community in your usual manner, i.e., do not do anything you are not accustomed to doing.
* Be always aware of the environment, be aware of hazards and take your time as required.
* Properly protect yourself from weather conditions (heat or cold), and ensure you have water.
* Take a person with you if you need help.
* Take a phone with you to call if you need help or injure yourself.

If you do experience discomfort or distress as a result of your participation in the research you can contact **Lifeline**, who provides access to online, phone or face-to-face support, by calling **13 11 14** for 24-hour telephone crisis support.

If you are a young person aged under 25, you can also call the **Kids Helpline** on **1800 551 800**.

## What about privacy and confidentiality?

The researchers will have access to your information from the community chats; however, any details that can identify you will be removed from your written, audio, and visual-creative (photos, drawings) data making them de-identifiable and stored securely as per the Anglicare-Tasmania management of research data policy. Specifically for photo data, all images will be checked and where there are identifiable people or locations these will be removed, blurred or cropped before storing.

Every effort will be made to ensure that the data you provide cannot be traced back to you in reports, publications and other forms of presentations. For example, we will only include the relevant part of a quote, we will not use any names or names will be changed, and details such as dates and specific circumstances will be excluded. Nevertheless, while unlikely, it is possible that if you are quoted directly your identity may become known. As such it is important to only talk about what you are comfortable revealing. For creative -visual data we will only uses images that are non-identifiable (no people or specific addresses) in research findings, reports, publications and other forms of presentations.

Given the importance of this research, the information you provide (without any identifying information) will be stored long term so that it may be used for future research by the research team, or other researchers investigating related areas of research like inclusive transport, cities, spaces, and community planning. However, visual data will not be kept for future studies and will be destroyed 7 years after the research project is completed, in line with SARC data management policy.

## How do I give my consent to participate?

We ask you to sign a consent form online or hardcopy to confirm your agreement to participate in this research. We encourage you to ask any questions or speak to someone you know well before deciding to participate. If you are under 18 years, you will need your parent/guardian to consent for you to participate in this research. Your consent forms will be stored securely and destroyed after 7 years.

*Future use of information*

The consent to participate in this study includes consent to non-identifiable data collected in this study being made available for future research with related aims like inclusive transport, cities, spaces, and community planning. Only non-identifiable data will be retained and used in future research.

An Easy Read information sheet and consent form has also been developed which can be accessed here <https://www.anglicare-tas.org.au/trips-not-made/>. The researcher will verbally go through the consent form with you.

We can support you to complete the form – please email SARC@anglicare-tas.org.au or phone Lisa on 03 6213 3664.

## What if I have questions about the research project?

If you have any questions or require further information, please contact: Dr Lisa Stafford phone: 03 6213 3664 or email [lisas1@anglicare-tas.org.au](mailto:lisas1@anglicare-tas.org.au)

You can also find further information about the project at SARC website: <https://www.anglicare-tas.org.au/trips-not-made/>

## What if I have a concern or complaint regarding the conduct of the research project?

This study has been approved by the University of Tasmania Human Research Ethics Committee. If you have concerns or complaints about the conduct of this study, you can contact the Executive Officer on (03) 6226 6254 or email human.ethics@utas.edu.au. The Executive Officer is the person nominated to receive complaints from research participants. You will need to quote H0024779.

**To Get Started**

To access the Consent Form, click here: <https://utaseducation.co1.qualtrics.com/jfe/form/SV_enVPuIzTuF81cDI>

Or scan the QR code below

Qr code for consent and registration for community chats part of the  Trips Not Made Research Project 

Description automatically generated

**Thank you for helping with this research project. Please keep this sheet for your information.**