

Participant Information Letter (interviews & household activity case study)

A Study of Cycling with Public Transport

This is part of a PhD student research study titled "*Fitting the bike to the chain: An activity analysis of transitions towards households integration of multi-modal cycling*" by PhD student Peter Atkinson, supervised by Frances Hodgson and Caroline Mullen, University of Leeds.

Please read through the following sections of this information sheet and do contact the researcher with any questions you may have. Take time to discuss this with the other people in your household, ensure you have their support before deciding whether you wish to take part in this research.

Project aims

We want to find out who combines cycling with public transport, how this helps your household or family, and whether this is something that has changed as your children have grown up. We would also like to find out what makes cycling in combination with public transport difficult.

Cycling is already popular in combination with rail journeys for getting to work, school or college, but this study is also interested in the potential for combining cycling with buses, trams and Metro rail systems, and for social, recreational and many other purposes.

Why are our experiences of value to the study?

The experiences of the members of households with children and young people (aged 9–21), where someone combines cycling with other modes of transport, are essential to this project. The comments and observations of others in the household who may not cycle – including children – are also important. Finding out how people in your household arrange, prepare and undertake everyday activities and associated travel is essential to understanding the challenges and constraints which can be associated with everyday cycling. It will also help us to identify and communicate any benefits it could offer to other households.

What will we need to do?

Yours will be one of a limited number of households (approximately 15) whose activities and associated journeys – together and individually – will be analysed in great detail to form a case study of where, when and how the integration of cycling with public transport fits in. The researcher will meet with you to interview you and the others in your household. If you have agreed to provide your activity and travel data, the researcher will also explain the technical details about the diary and GPS/Wifi travel activity tracking. A number of methods will be used which together, will help us to understand who, when, why and how people make integrated journeys by combining cycling with public transport:

1. A biographical interview with all members of the household present, either by video link, or at the home location, would explore in greater detail themes related to:
 - how children and young people learn to travel on their own with their bikes and who helps them to learn the necessary skills
 - factors resulting from the changing needs of growing children, as well as changes to the household over the same period
 - resource issues, the costs of cycling and particularly those related to children, space for storing bicycles and other equipment.

2. Activity and travel data records. This would involve you keeping an activity diary that gives a detailed record of individuals' activities and travel over a 2 week period (covering at least one week within school term time). Also, a GPS/WiFi based smartphone travel activity tracking app would be used to record the trips of adults (aged 16+) in your household, as an alternative to the diary.

Later the downloaded data would be forwarded to the researcher to enable journeys to be mapped, categorised and analysed by purpose, size of group travelling, means of travel (walking, cycling, public transport, car, etc.). You will be shown how to switch off the app's GPS/WiFi travel activity tracking function, for those times when you may not wish to have all of your movements tracked, nor the locations you visit recorded.

3. A mobile interview with household members who usually integrate cycling with public transport; you would be accompanied by the researcher on a typical journey where you would normally combine a bike trip with public transport. (*You might need to allow a little more time than usual, considering that the researcher may need time to catch up safely, both when cycling on the highway and when moving through public transport interchanges or in other public places*).

Together, these methods support analysis of:

- the different activities undertaken by bike, places travelled to and reasons why people go on bike trips
- people who cycle with you, or people who you visit, or meet by bike
- the practical challenges you prepare for when you take your bike on a long journey
- the uncertainties imposed by the public transport system and related infrastructure
- the reasons why you choose this particular combination.

What are the disadvantages and risks of taking part?

The household interview will require up to two hours of time from you and your household. It would be useful if this could take place within your own home, enabling issues of storage and access to be discussed and observed 'in-situ'. Alternatively, the interview could be arranged to take place at a distance using Skype.

Activity diaries require you to complete sections within a booklet prepared by the researcher, using a combination of tick-boxes, writing some comments of your own about the activities you did and the journeys made, and noting the time of day at the start and end of each trip. Although not particularly time-consuming, it requires you to keep the diary with you and to remember to complete it every day during the 2 weeks you agreed with the researcher.

The GPS smartphone app 'Moves' (Android or iPhone only) requires relatively little input after installing it and setting up an account using an existing email address. On a daily basis over a period of a fortnight, you would be asked to check the app's record of your daily activities and travel means, adding or correcting some details which it has automatically recorded (such as a description of a place visited, or by which means of transport you travelled). After two weeks, you would be asked to download the digital records of your activity patterns and provide these to the researcher. You would be free to delete the app at the end of the study.

What are the possible advantages and benefits of participating in this study?

You will be making a contributing to the knowledge of how the integration of cycling may be useful to support household activities. This will be relevant to other households looking for independent travel opportunities for their younger members, as well as to policy-makers and professionals involved in

planning for cycling integration. You may also find out about other facilities, resources and information to help you and your family make journeys by integrating cycling with public transport.

We offer a £15 reward as thanks for your family's time in the household interview described above. We also offer an additional reward of £15 for the completion and return of the activity-travel diaries and the transfer of 2 weeks activity data downloaded from the 'Moves' GPS/WiFi activity app, in any combination covering all members of the household.

There would be no reward payment for the mobile interview which would take place during a typical household journey you would be doing anyway.

Do I have to take part?

It is up to you to decide whether or not to take part. If you do decide to take part you will be given this information sheet to keep and be asked to sign a consent form and give separate authorisation for your child to take part. After giving your written consent, you may choose not to respond to any particular question or activity prompt within the interview you participate in.

You may take part in any of the 4 methods described above, in any combination. Please identify to the researcher which methods you would like to participate in.

You may withdraw from the study at any time without it affecting any benefits and no further data will be collected. You will have a two-week cooling-off period after taking part in any of these research methods. Within this period you may request that the data you have directly contributed, such as transcripts and quotes of the things you said and any audio, photographic and/or video recordings of you and/or your children or their activities, should be deleted. Additionally, during the first two weeks after you have transferred any GPS/WiFi travel activity data to the Researcher, or sent in an activity diary, you may request that it be deleted or destroyed.

What is the purpose of the research and where will the research findings be reported?

This study intends to share the anonymised real-world knowledge gained from households with policy-makers, transport planners, operators and other members of the general public. It is important for policy-makers contemplating transport investment and support programmes to know how you have responded to the challenges, constraints and opportunities for combining cycling with public transport. The study's findings will be reported at conferences, in journal papers and the researcher's PhD thesis. A project website and regional media releases will enable the public to follow the project.

Why will interviews be recorded, and how will these be used?

The interview (or ride-along mobile interview) will be recorded on audio, and preferably with video, to enable analysis of the discussion and any of the physical features that may be referred to in the interview discussion. Digitised drawings and other visual materials may be generated within the interview too, these will be analysed to identify themes which may be important for the effective integration of cycling. The audio, photographic and/or video recordings of your activities, journey or household features made during this research will be used only for illustration in conference presentations and lectures. No other use will be made of them without your written permission, and no one outside the project will be allowed access to the original recordings.

Will our contribution be anonymous?

Yes, in all outputs, data and images will be anonymised. Your personal information will remain known only to the research team. Neither you, nor other people to whom you may refer, will be personally identified by your real names, nor be identifiable in any other way in outputs from the research. We may sometimes use a pseudonym (a kind of nickname that no-one else knows is yours) to quote what you or other in your household have said.

How will my data be stored and who will have access to it?

A paper-based record of your consent will be retained securely within the University. Recordings and transcripts of the interview discussions, photos, videos, GPS/WiFi tracking data and other digitised materials will be stored on a secure computer and linked to your name by a code word that only the researchers have.

Only the research team will have access to your anonymised data. Relevant sections of the data collected during the study, may be looked at by individuals from the University of Leeds or from regulatory authorities where it is relevant to your taking part in this research.

Anonymous archival and Sharing of Research Data

Anonymised digital data in the form of photographs, scanned drawings, GPS/WiFi tracking patterns, or edited video and audio recording transcripts of interviews, observations, or other activities) will be retained in the University of Leeds 'Research Data Leeds Repository'. These anonymised archives would be available, following a formal application process, to other researchers.

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