

Making Communities Inclusive:

Inclusive community planning for people with disabilities in regional areas.

QUT Ethics Approval Number: 190000898

Research team

Principal Researchers:

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Why is the study being conducted?

The purpose of this research project is to identify how we can better plan communities to be more inclusive for all people, particularly focus people with disabilities and chronic illness of all ages in regional and urban-rural fringed areas.

The project is for three years and is expected to finish end of 2023. This project is funded by the Australian Research Council under DE190101512 - ARC Discovery Early Career Researcher Award (DECRA). Stage 1 is working with people with disabilities, families, and the broader community to find out what makes a community inclusive.

Stage 2, which this information sheet relates to, is engaging with planning and other built environment professionals to understand how access and inclusion is currently incorporated in day-to-day planning practice. The aim is to understand what works through practice examples, where tensions exist, and what is needed short to long term to help make inclusion an everyday practice.

Planning and other built environment professionals in various roles (strategic planning, statutory planning, infrastructure, open spaces and urban design, transport planning, community planning) from urban-rural fringe, peri-urban and regional areas in Australia are invited to participate.

This participant information sheet relates to submitting a **practice-led example** that showcases how you have applied access and inclusion in your practice - like a brief award submission. This could be a specific urban design or redevelopment project, open space strategy, a plan (local, strategic), changes or conditions made in a DA, or planning processes that were inclusive. Please use the word template or the online form to help write your case example. Documenting the practice-led example could take approx. 15-20 mins. There is also an option of a follow up interview.

What does participation in the Practice-Led case example activity involve?

You will be asked to use the online form (Qualtrics) or word template to help document your case example. In the word document, you can write, or voice record your responses in the template.

The activity asks you to describe a practice-led example of planning for access and inclusion. There are prompting questions in the template to help explain your example, such as:

- What was the reason/drivers for being inclusive?
- What was the processes/approach that led to success?

- What tensions did you encounter and overcome (people, location/geography, politics, economy)?
- What were your key learnings from this?
- Did you use this example to influence change in other projects or practices? Please share how you influenced change.

You can answer which ever ones are relevant.

You also have the option or adding links or upload artifacts (maps, photos, documents) relating to this example. If you choose this, please ensure you do not include any information that is commercial in confidence/confidential.

You will have up to 8 weeks to complete this activity.

Optional Follow up Interview

Participants will have the option to indicate on the practice example interests in participating in a follow up 30 min Interview about their practice example.

The interview will provide an opportunity to talk about the case in detail and developing further understanding and learnings, as well as future impact and influences.

A separate participant information sheet and consent form will be used for following up interviews. This will be sent to participants within a month of sending back your practice example.

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 before submitting your practice example.

However once submitted it may not be possible to withdraw.

Your decision to participate or not participate will in no way impact on your current or future relationship with the research team and the university.

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

It is expected that participation in this research project will have no direct benefit to you.

However, the outcomes of the research may have future benefit by helping to inform and advocate for better planning practices and processes to make communities more inclusive in regional areas.

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 minimal risks associated with your participation in this research project.

This includes:

Social Risk – people may connect you through association with public projects. While what you tell us is private, and we will review and de-identified responses - removing any information that can identify specific people, we can't assure anonymity with public projects or public decision – like development assessments that are publicly available. People may make the connection between a response and you due to public nature of projects and work. E.g., oh such and such was the planner on that project. So only share what you are happy and comfortable with.

If you experience discomfort or distress because of 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?

Due to the public nature of projects or planning work (e.g., public masterplans, built projects or public decision – like development assessments that are publicly available) it is possible that your identity may become known.

Every effort will be made to ensure that the data you provide cannot be traced back to you directly in reports, publications, and other forms of presentation. For example, we will only include the relevant part of a quote, we will not use any names, or names will be changed, and/or details such as dates and specific circumstances will be excluded.

Nevertheless, it is possible that your identity may become known due to the public nature of project or planning work. This is particularly the case with public projects (e.g. built spaces) or public decisions – like development assessments that are publicly online. As such it is important to only share what you are comfortable revealing. The de-identified responses from the activity will be stored securely as per the QUT Management of research data policy.

Alternatively, if you are happy with your practice-led example being known you can complete a waiver/image- release consent form, that means you are waving anonymity of both written and visual explanation submitted in your practice-led example. This would enable you to document, share and showcase the project openly and, in more detail, which may help to influence other's learning more directly. If you wish to pursue this, please contact Dr Lisa Stafford lisa.stafford@qut.edu.au and please discuss this with relevant people within your organisation.

Future Study Use

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. This includes written and visual-creative works submitted as part of the practice-led example. Only non-identifiable data will be used in future research.

How do I give my consent to participate?

Consent is embedded in the practice led case example template. You will be prompted around completing these consent questions before the activity.

Please ensure you contact the researcher to discuss any concerns before submission.

What if I have questions about the research project?

If you have any questions or require further information, please contact:

Dr Lisa Stafford
07 3138 4595
lisa.stafford@qut.edu.au

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

QUT is committed to research integrity and the ethical conduct of research projects. If you wish to discuss the study with someone not directly involved, particularly in relation to matters concerning policies, information or complaints about the conduct of the study or your rights as a participant, you may contact the QUT Research Ethics Advisory Team on 07 3138 5123 or email humanethics@qut.edu.au.

How to start the practice example

You are asked to submit practice example online using this link:
https://qutc.syd1.qualtrics.com/jfe/form/SV_868DNMX4HG3eNBc

Or you can download and complete the word document via project website:
<https://www.planninginclusivecommunities.com/get-involved-planners>

If you have any trouble accessing the link, please email: inclusivecommunitites@qut.edu.au

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