

Employee information

We would like to invite you to take part in a research study about travel to work. Before you decide if you want to take part it is important for you to understand why the research is being done and what it will involve. Please read this leaflet and discuss it with other people if you wish. You can ask us if there is anything that is not clear or if you would like more information (our contact details are at the back of this leaflet).

Thank you for taking the time to read this.

What is the purpose of the study?

The purpose of the study is to understand people's views and experiences of the journey to work and to find out if it is possible to make changes to the way people travel to work. We especially want to know if it is possible to increase the amount of walking that people do on their journey to and from work.

Why have I been chosen?

We have asked workplaces in [*list areas*] to take part in this study. Your employer has agreed, and we are now asking employees if they would like to be part of the study.

Do I have to take part?

You are free to decide whether or not to take part. If you would like to take part, you will need to sign a consent form. If you consent, but then change your mind later, you can withdraw at any time and you do not have to give a reason.

What will happen if I agree to take part?

To help us understand about people's journeys to work, we will ask everyone who takes part to do the following:

- We would like you to complete 3 questionnaires: one at the beginning of the study, one about 3 months later, and another about 12 months later.
- We would like you to complete a travel diary for 7 days so that we can calculate the costs of the journey to and from work.
- We would like you to wear a GPS monitor to and from work so that we can find out about your journey.
- We would like you to wear an accelerometer (a small monitor) around your waist for 7 days, from waking up in the morning until going to bed at night, so that we can measure your physical activity.
- We will ask you to wear the accelerometer and GPS monitor, and to complete the travel diary, at the beginning of the study and again 12 months later.
- To thank you for your help, we will give you a £10 gift voucher when you return the monitors and diary at the beginning of the study, and another £10 gift voucher if you do the same 12 months later.

What else might I have to do?

Half of the workplaces will also take part in a programme to find out if it is possible to make changes to the way people travel to work and increase the amount of walking. The other workplaces will carry on as usual so that we can compare the two groups to see if the programme makes any difference. We do not know at this stage which workplaces will receive the programme. This will be done through random selection after people have completed the first set of questionnaires and worn the monitors.

In workplaces that receive the programme:

- The employer will identify someone in the workplace to deliver the programme. They will receive training and will identify other employees who are willing to try to walk more during the journey to work.
- Employees who would like to try to change their travel behaviour will be provided with booklets, support and encouragement

What are the possible benefits of taking part?

We cannot say that taking part in this research will be of benefit to you, but we have tested the research activities with other employees and many of them found it interesting and enjoyable to take part. We believe it is important research and will help people in the future through better understanding of their travel options.

Are there any disadvantages or risks in taking part?

The study has been reviewed by the University of Bristol Faculty of Medicine and Dentistry Research Ethics Committee in order to protect the rights and well-being of those who take part. All of the study activities are considered to be 'low risk', and we do not believe there are any disadvantages to taking part. All information collected during the study will be treated as confidential. We will remove your name from any information that is published so that you cannot be recognised.

What if something goes wrong?

We do not expect anything to go wrong. However, if you do have a complaint about the study, please contact a member of the research team (details are given at the end of this leaflet).

What will happen to the results of the study?

When the study is complete, we will organise an event to talk about the results. We will also present the information at conferences and publish it in journals. We hope this will provide better understanding about the benefits and difficulties of walking to work, and may help to shape future policies about travelling to work.

Who is organising the study?

This study is being undertaken by researchers at the Universities of Bristol, Bath and Swansea and is funded by the National Institute for Health Research.

For further information

If you have any questions, please do not hesitate to contact:

[Insert relevant contact details]