

Participant Information Sheet – for Housing Cooperative Chair (or their nominee) completing time-use and costing tasks

Project Title: Articulating Value in Housing Co-operatives

Project Summary: Conceptualising and assessing the social value of housing co-operatives and examining how that value is generated.

You are invited to participate in a research study being conducted by Associate Professor Louise Crabtree-Hayes, Dr Neil Perry, Dr Emma Power and Dr Bronwyn Bate at Western Sydney University; Dr Sidsel Grimstad, Annette Maguire and Jeremy Nissan at Newcastle University of Australia; and Associate Professor Wendy Stone, Dr Piret Veeroja and Nestor Guity Zapata at Swinburne University of Technology.

The research is designed to test the benefits of different housing co-operatives and the relative cost of delivering these benefits.

How is the study being paid for? The research is being paid for by the Australian Research Council and the Australian Co-operative Housing Alliance (ACHA).

What will I be asked to do and how much time will I need to give? If your Housing Co-operative chooses to participate in this research project, you will be asked to:

- Complete a short Co-operative Survey – this will allow us to compare one co-operative to another. The survey should take 5 – 10 minutes to complete.
- Provide your co-operative's most recent yearly Statement of Accounts – to provide us with information on rents and expenditures in monetary terms.
- Participate in a 30 minute – 1 hour interview via Zoom with a member of the research team. During this interview, you will receive:
 1. A short weekly Time-use Survey – we want to understand the time spent on running the co-operative over a 12-week period. We ask you to complete this survey on behalf of all tenant-members who participate in the running of the co-operative.
 2. A yearly Calendar of Activities – this will allow us to understand the time-use survey in the context of a yearly calendar.

You will be asked to work with your co-operative to complete the 12 week time-use survey and calendar of activities. The interview is designed for you to ask any questions you have about these research tools prior to completing them. Further, an option will be provided for a member of the research team to assist you with completing the Time-use Survey and Calendar of Activities by attending a co-operative management meeting.

What benefits will I, and/or the broader community, receive for participating?

The research will help to strengthen knowledge about the economic and social value generated by housing co-operatives in Australia. The use of the costing worksheets in the research will help to develop a new methodology to strengthen the ways that housing co-operatives can express, measure, and improve on the benefits they deliver, including organisational governance and the health and wellbeing of co-operative members. This research will help Australia's housing co-operative sector by clarifying an evidence base to justify funding and other resources for the sector and highlighting service delivery issues that the sector can address. Your co-operative will be given a \$200 Mastercard gift voucher** to acknowledge their time spent contributing to the research.

** Mastercard is in no way related to this research.

Will the study involve any risk or discomfort for me? If so, what will be done to manage it?

We recognise concerns about damage to the reputation of individual housing co-operatives, for instance if the information revealed compares unfavourably to the costing tasks completed by other housing co-operatives. To prevent this, all housing co-operatives included in the research have been de-identified and given pseudonyms, which are being stored on CloudStor. CloudStor has been designed by the Australian research community, allowing researchers to share and store data securely, providing password protection for data. More information about CloudStor can be found here:

https://www.aarnet.edu.au/images/uploads/resources/A0377-CloudStor_Product_Sheet-Nov-19-FINAL.pdf The information on Cloudstor will be accessible only by the Principal Investigators and Research Assistants on the research team; Associate Professor Louise Crabtree-Hayes, Dr Sidsel Grimstad, Dr Neil Perry, Dr Emma Power, Professor Wendy Stone, Dr Bronwyn Bate, Dr Piret Veeroja, Nestor Guity Zapata, Annette Maguire and Jeremy Niass.

How do you intend to publish or disseminate the results?

It is anticipated that the results of this research project will be published and/or presented in a variety of forums. In any publication and/or presentation, information will be provided in such a way that the participant cannot be identified. Confidentiality of results will be maintained by presenting the results of cost and consequence analysis with reference to general types of housing co-operatives rather than with reference to individual ones. Where individual co-operatives are identified because they represent an importance case, only the pseudonym will be used and there will be no reference to the locality of the housing co-operative or to the relevant body which is part of the ACHA.

Will the data and information that I have provided be disposed of?

Please be assured that only the researchers will have access to the raw data you provide. After no more than 5 years the raw data will be disposed of. However, your de-identified data may be used in other related projects for an extended period of time. De-identified data sets will be archived and made available for other research through mediated access, in accordance with Western Sydney University's Open Access Policy. Potential follow up research which could make use of the data includes a wider application of the methodology

to other forms of housing in Australia and also research comparing the housing co-operative sector in Australia to the sectors in other countries.

Can I withdraw from the study?

Participation is entirely voluntary, and you and your housing co-operative are not obliged to be involved. If you do participate, your housing co-operative can withdraw at any time throughout the time period where time use surveys are to be completed, without giving reason and with no consequence to yourself or your co-operative.

If your housing co-operative chooses to withdraw during the process of completing the time use survey any data entered, up to the point of withdrawal, will need to be retained by the researchers and you will be unable to withdraw any data and information from this project once all of the data has been finalised and returned.

Can I tell other people about the study?

Yes, you can tell other people about the study by providing them with the Post-Doctoral Research Fellow, Dr Bronwyn Bate's contact details below. They can contact Bronwyn to gain more information about the research project, although participation in the project is by invitation only in accordance with the sampling methodology that is being used.

What if I require further information?

Please contact Dr Bronwyn Bate, Institute for Culture and Society, Western Sydney University at b.bate@westernsydney.edu.au or by telephone at 0409 130 189 should you wish to discuss the research further before deciding whether or not to participate. Bronwyn can also be reached by post: Bronwyn Bate, Institute for Culture & Society, Western Sydney University, Building EM, Parramatta campus, Locked Bag 1797, Penrith NSW 2751, Australia.

What if I have a complaint?

If you have any complaints or reservations about the ethical conduct of this research, you may contact the Ethics Committee at Western Sydney University through Research Engagement, Development and Innovation (REDI) on +61 2 4736 0229 or email humanethics@westernsydney.edu.au.

Any issues you raise will be treated in confidence and investigated fully, and you will be informed of the outcome.

If you agree to participate in this study, you will be asked to sign the Participant Consent Form. The information sheet is for you to keep and the consent form is retained by the researcher/s.

This study has been approved by the Western Sydney University Human Research Ethics Committee. The Approval number is H14320.