

# Briefing Session:

## Advertisement

**The provision of professional services to conduct and capture general household travel data in the Gauteng Province**

CSIR, A103 Executive Boardroom

07 December 2018



**CSIR**

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# Presentation structure

- Introduction
- Background, goals and objectives
- Project processes
- Scope of work
- Survey planning
  - Questions investigated
  - Data confidentiality
- Municipal Communication / Permissions
- Project timelines

# Introduction

- ❑ The Gauteng Provincial Department has established an appetite to collect primary information to update the Gauteng Household Travel Survey carried out in 2014.
- ❑ Travel surveys are necessary to allow the MEC for Roads and Transport to execute functions listed in Section 9 of the National Land Transport Act.
- ❑ The surveys are also necessary for local government to carry out their core mandate as transport planning authorities in line with the provisions of the Act.

# Background

- Authorities need to improve reliability of public records in regard to mobility trends within the province;
- The records must enable adequate appreciation of trends as it relates to Gauteng mobility patterns;
- Absence of such records hinders on capability of authorities to:
  - a) adequately improve strategic and other transport planning practices; and
  - b) Improve & monitor targeting of mobility initiatives.

# Goals & Objectives

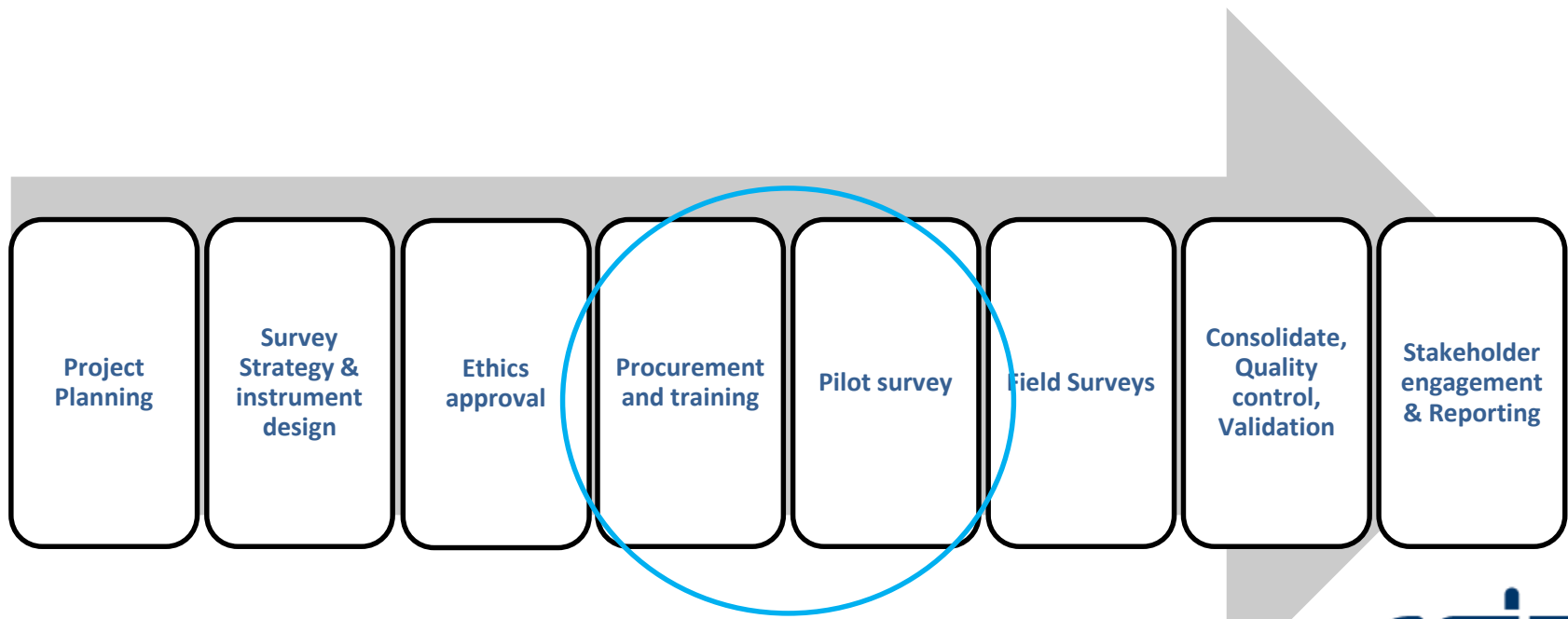
- The CSIR is supporting the Gauteng Department of Roads and Transport with transport research and development.
- Overall goal is to improve transport planning & monitoring practices.
- The General Household Travel Survey is one of such research projects.

## **PROJECT OBJECTIVES:**

- Investigate demand and supply of transport from perspective of randomized households across the Province.
- Improve provincial and other strategic transport planning inputs.
  - ❖ i.e. Improve quality of data used in transport infrastructure and services planning and designs.

# Project Processes

- Project commenced 15 July 2018 & is estimated to be completed by 30<sup>th</sup> August 2019.
- A complete run down of work packages illustrated below



Project Process

# Household Survey scope

<b>Municipality</b>	<b>Population</b>	<b>Households</b>	<b>Sample size</b>
<b>Ekurhuleni</b>	3 379 104	1 299 490	8 000
<b>Johannesburg</b>	4 949 347	1 853 371	9 000
<b>Tshwane</b>	3 275 152	1 136 877	8 000
<b>Sedibeng</b>	957 528	330 828	6 000
<b>West Rand</b>	838 594	330 572	6 000
<b>Total (Gauteng)</b>	13 399 725	4 951 138	37 000

# Household survey planning

- A statistically robust method of sampling and stratification will be used to allocate a sample of Households in each region.
  - Enumerator Areas (EA's) will be identified and considered as primary sample units (PSUs), with households comprising the secondary sampling units (SSUs).
  - Households, hostels or similar accommodation, in all communities, will be included as part of profiling. However, institutions (for example hospitals and prisons), industrial areas, recreational areas and farms will not be considered.
  - A number of questionnaires will be distributed across the pre-identified EA's to enable appropriate representability of population. However, expectation is to complete one questionnaire per household .
  - Surveys shall take place on normal days.
  - Record travel experiences for normal week days i.e. Tuesday to Thursday
  - It is expected that interviews will be scheduled to be undertaken on:  
Mondays till Sundays



# Household survey planning

The service provider must visit a number of households from a pre-determined list of sampled households for enumeration with a digital data logger or a similar device for each visiting point. A single questionnaire for each household in the sample size will be enumerated and completed.

The household survey must record the following:

- **Household information**
- **Particulars of each persons in the household**
- **Employment (business) participation**
- **Learner (Educational travel needs)**
- **Personal trip information for each persons in the household**
- **Attitudes / perceptions towards particular modes of mobility**

# Participating households

- Sampled households will consist of household members who will form the research participants, and such household members can consist of a range of ages and genders and could potentially include persons with physical disabilities.
- However, a responsible adult household member will be identified to provide information on behalf of all household members.
  - If no such adult household member can be found, the household will be replaced in the study, since, for example, an adult fieldworker may not interact with a child when no other adult is present.

# Service Provider requirements

1. Experience in conducting transport and or other social field surveys;
2. Experience in administering, supervising and monitoring of transport and or other social field surveys;
3. The successful service provider is further required to make all logistical arrangements for the surveys;
4. Must have access to resources required for the effective execution of the surveys. Resources include the correct number of digital data loggers to accurately collect household responses, survey staff and laptops;
5. Survey staff should preferably be in possession of basic computer skills; and
6. Survey staff must be willing to work for extended hours.
7. The service provider must provide their own Occupational Health and Safety plan.
8. A contingency plan for unforeseen circumstances is the sole responsibility of the service provider

# Deliverable

The following is expected to constitute a deliverable for each household successfully enumerated:

- **Accurately completed questionnaires for each pre-identified number of households in a region within the Gauteng Province**

The service provider is required to survey all the estimated sampled households within a region.

The number of households provided in the costing template represents a definitive scope and the successful bidder must within 4 weeks, provide an inception report as well as pilot the survey and provide a detailed survey plan based on the timeframes given by the CSIR

# Data Confidentiality & Privacy

- The collected data will be split into more than one file.
- One file will contain households' information while the other file will only contain household's responses to questions; and will exclude confidential information such as addresses and other household or person identifiers.
- The files will have the common field (key) - a unique anonymised ID - corresponding to each survey and used to combine the data.
- This will make it possible that those who access the detailed household response data could work with the data without accessing the confidential information from the individual households

# Data Confidentiality & Privacy con

- Data collected during field work belongs to the CSIR and/or the Provincial Government;
- Cannot be discussed and/ or shared with any other person;
- Subcontractor are not allowed to engage on any other aspect except for what will be contained in their devices;
- Subcontractor will be held liable for any breach of privacy requirement by their employees

## **Management of risk/ security**

- Cannot employ individuals with a criminal record so as to safeguard the safety of people to be interviewed;
- How Subcontractor achieves this is for them to explore and determine but should be done in compliance with applicable legislation.

# Municipal Engagements & Permissions

- A municipal representative for each region will be assigned to the project to assist the CSIR with relevant Municipal liaison.
- Prior to field work, CSIR expects to liaise and finalise relevant permission and liaison in each region in order to pave way for detailed planning and implementation i.t.o a) pilot the survey and b) detailed survey plan based on clients' predetermined timeframes.

## **The following will be provided:**

- Letter from Gauteng province permitting field workers to undertake household surveys
- Presentations at Municipal Political platforms.
- Radio and other public campaigns

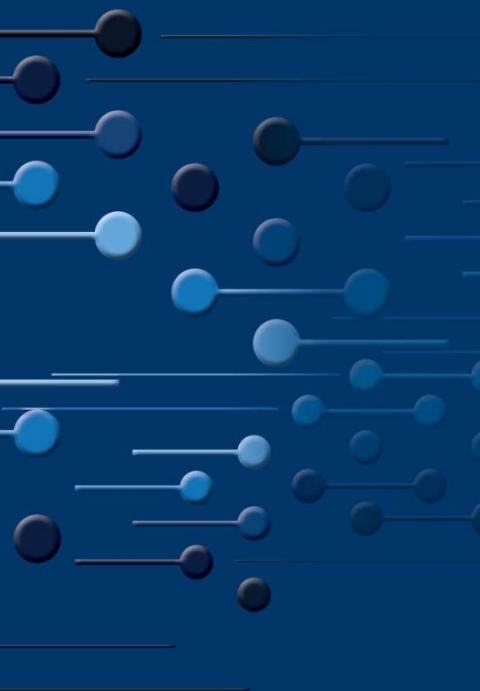




# Project Timeframes

The project timeframes are from the **December 2018** to the **31<sup>st</sup>** of **March 2019**.

Public holidays and other non-normal days are excluded. The survey will be limited to normal days.



**Siyabonga;  
Realeboga;  
Thank you**

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