

Public panel

Role profile



Background

The Administrative Data Research Scotland (ADR Scotland) Public Panel works to explore and understand the views people across Scotland hold about the use of public sector data for research.

Administrative data (information generated through the day-to-day work of public services such as the NHS, government departments and local authorities) can be analysed to reveal trends and insights about society as a whole. When used in the right way, these insights can support and inform more effective decision making: about allocation of public resources, policy priorities and how public services are delivered.

ADR Scotland is a partnership between the Scottish Government and the Scottish Centre for Administrative Data Research (based at the University of Edinburgh). It exists to unlock the value of routinely collected administrative data and ensure that this data is used effectively and responsibly, for the good of everyone. A key part of that mission is ensuring we know and understand what the public feel about our plans and work. ADR Scotland is part of the national [ADR UK partnership](#), funded by the Economic and Social Research Council (ESRC) and UKRI.

Purpose of ADR Scotland public panel

Panel members will help the team explore and understand the views people across Scotland hold about the use of public sector data for research. The panel will:

- Act as an advisory and consultative panel on issues relating to administrative data research from the perspective of the public, civil society and those with lived experience of relevant issues
- Provide a forum for continuing dialogue with communities in Scotland about administrative data research and data linkage, and act as a sounding board for potential new approaches, methodologies and research ideas
- Discuss proposed, current and completed administrative data research projects and provide views and feedback from the public perspective, ensuring that we conduct research that is truly valuable to the public and maximize its potential for public benefit
- Advise on efforts to build public trust and acceptance of administrative data research for the public good, and engage the public meaningfully with this research and surrounding issues
- Review and provide feedback on public engagement plans, materials and presentations

Time commitment and location

Meetings will take place 3 – 6 times a year for approximately two hours. Meetings will be held in Edinburgh, Glasgow or Dundee and videoconferencing options will be available wherever possible. Members will have the option to input to discussion between meetings online.

Expenses and payment

Panel members will be offered an honorarium (payment) for their time at a rate of £50 per meeting / half day. ADR Scotland will cover reasonable travel expenses and accommodation where appropriate, and agreed in advance (in accordance with policy from the University of Edinburgh, as the organisation hosting the sessions for ADR Scotland). Reimbursement for other expenses, including care responsibilities, may be agreed at the discretion of ADR Scotland. Refreshments will be provided at all meetings and where appropriate.

Role, responsibilities and expectations for panel members:

- Attend meetings or events 3 – 6 times a year, and actively and constructively participate
- Provide personal views on research proposals and other issues raised in meetings and via email
- Represent the interests of members of the public, particularly in relation to any areas of civil society they may be on the panel to represent or relevant lived experience they bring
- Bring a genuine interest in research, evidence-led improvements to Scotland's society, and public involvement and engagement in this work
- Provide feedback and ideas about improving public engagement and communication about administrative data research in Scotland
- Contribute to an open, positive and respectful group environment with other panel members
- Keep disclosed information confidential where required

Qualities and criteria

Panelists should be members of the general public, with no current or past involvement in academic data research. They may also have lived experience of and/or be from civil society organisations representing people with lived experience of key themes or issues being researched in Scotland. The role does not require any existing specialist knowledge in research or the use of data.

Criteria for selection include that members should ideally:

- Be based in Scotland
- Have the time, ability and enthusiasm to participate effectively
- Have an interest in research and its potential to improve society and policy
- Have an interest in data
- Represent a diverse range of parts of society in Scotland
- Have access to a computer/internet, ability to correspond by email
- Have the ability to prepare for meetings in advance
- Have an interest in or lived experience of issues being researched in Scotland which include health/social/informal care; safer communities and crime; children and education; lifelong health and wellbeing; employment and social security/benefits

Diversity and equality:

ADR Scotland is committed to building and supporting a panel with a diverse membership and which has representation from different parts of society. Selection of panel members and ongoing conduct and business of the panel will be conducted with a strong commitment to equality and diversity.

Support

Public Panel members have access to support and advice from ADR Scotland, primarily from the Communications and Engagement Manager within the Scottish Centre for Administrative Data Research (Erin Gray, erin.gray@ed.ac.uk). The ADR Scotland team will provide any necessary training and mentoring to help understand data research, including an induction and introduction to: the panel and its role, understanding ADR Scotland and the wider ADR UK partnership, research using linked data, and communication skills.

Wherever possible, ADR Scotland will provide support to enable panel members who have any specific needs to participate fully.