

Gloucestershire Centres of Excellence

Citizens' Jury

Oversight Panel Brief

Background

A citizens' jury will be recruited and will meet at a venue in central Gloucestershire from 09.30 to 17.00 on Mon 9 December 2019 through to Fri 13 December 2019. The jury will consider the "Centres of Excellence" strategy being adopted by Gloucestershire Clinical Commissioning Group, including benefits and drawbacks of its impact on general surgery, image-guided surgery and acute and emergency medicine services. The jury will be made up of a cross section of 18 adults living in Gloucestershire. They will be selected to include a mix of people in terms of age, gender, ethnic group, educational attainment and geographical spread across the county.

The 5-day jury process will be led by skilled facilitators: Kyle Bozentko and Sarah Atwood of the [Jefferson Center](#). The jury will be informed about the questions they are exploring, partly through expert witnesses who will make presentations and answer questions posed by the jurors. Jurors will also be given time to do exercises, and to deliberate amongst themselves before reaching their conclusions, which will later be published.

The above process, such as the presentations by expert witnesses, is open to potential bias. It is not possible to completely eliminate bias, but it is important to try to identify and minimise it as far as possible before the jury takes place. One way to try to achieve this is through asking an oversight panel who are independent from the process, and who have no substantive conflicts of interest in the jury and its outcome, to review the jury design and materials to be used at the jury.

Brief for oversight panel

The oversight panel will comprise three people. The role of the panel is to look for, and identify, bias that is evident in the plans and the design of the citizens' jury, and the citizens' jury project more generally, so that where possible the bias can be addressed prior to the jury. For example, the panel may identify something that might unduly influence the jury towards supporting the Centres of Excellence strategy. The oversight panel may also identify things that are difficult to understand, gaps in the material, or any irrelevant things that are included in the documentation as these could be sources of bias.

The oversight panel review will be through the following process:

- Jury specification and design documentation, including the slides of expert witnesses (approximately 30-40 pages) is sent to oversight panel members for review (several days before the teleconference mentioned below);
- A 90-minute teleconference is convened in September 2019 at which members of the oversight panel can discuss the jury design documentation, and identify areas of potential bias;

- In response to the feedback from the oversight panel, Malcolm Oswald, Director of Citizens Juries CIC, amends the design documentation, and informs the panel of the amendments made.
- A 90-minute teleconference is convened in November 2019 at which members of the oversight panel can discuss the materials to be used by the jury (e.g. witness slides sent in advance), and identify areas of potential bias;
- In response to the feedback from the oversight panel, Malcolm Oswald, Director of Citizens Juries CIC, amends the jury materials and asks witnesses to amend their slides, and informs the panel of the amendments made.
- Members of the oversight panel are asked to complete a short oversight panel bias questionnaire (see overleaf), which will be published on the web after the citizens' jury has taken place.

Gloucestershire Centres of Excellence - Citizens' Jury

Oversight panel bias questionnaire

Having reviewed the jury design documentation, how satisfied are you that the citizens' jury being run in December 2019 has been designed *with the aim of* minimising bias?

not satisfied

partially satisfied

mostly satisfied

fully satisfied

How satisfied are you that the December 2019 citizens' jury *was successfully designed* to minimise bias?

not satisfied

partially satisfied

mostly satisfied

fully satisfied

Comments and qualifications to your answers above

Name

Organisation and role

Signature

Date
