

Invitation to Quote: Research into paying people for their participation

November 2020

1. Introduction

This is an Invitation to Quote for desk-based research to review and evaluate options for the Scottish Human Rights Commission to provide payment for people's participation in our work.

2. About the Commission

The Scottish Human Rights Commission is Scotland's National Human Rights Institution. The Commission was established by the Scottish Commission for Human Rights Act 2006, began operating in 2008 and currently employs 17 staff.

The Commission has a general duty to promote awareness, understanding and respect for all human rights to everyone, everywhere in Scotland, and to encourage best practice in relation to human rights.

To fulfil this duty, the Commission carries out a range of activities including recommending changes to Scottish law, policy and practice as necessary, raising awareness of human rights, carrying out research and monitoring the implementation of human rights standards.

3. People's participation in our work

Throughout different elements of its work, the Commission works with people with lived experience of human rights issues. We use the term "people with lived experience" to mean people who take part in our work in their capacity as individuals, rather than as paid representatives of organisations.

For example, people with lived experience:

- take part in a Reference Group to inform the Commission's work;
- take part in meetings and events with the Commission;
- contribute their experience and expertise to Commission research, evidence-gathering and policy development; and

- take part in a range of other short, medium and longer term projects and programmes.

4. Acknowledgement of participation

The Commission is committed to working in a way that values people with lived experience on an equal basis with other stakeholders, and to dismantling barriers to people's participation in our work.

Currently, people with lived experience do not receive any form of payment or financial recognition for their participation in the Commission's work, other than reimbursement of their out-of-pocket expenses.

We think it is important to acknowledge and value the expertise of people with lived experience within our work. We would like to explore options for paid participation, so that people with lived experience are working with us on a similar basis to people who work with us as part of their paid employment.

We would like to explore different options for the Commission to pay people with lived experience for their time and expertise when they work with us. We know that there are some challenges to doing this. Things we need to consider include the impact of providing payments on people's social security entitlements; tax rules and implications; issues around creating potential contractual relationships; and our own internal and external audit requirements.

5. Research requirements

To help us find a way forward, we would like to commission some desk-based research.

The research should:

1. Identify, review and summarise the main features of between five and ten models used by other relevant organisations to provide payment to people with lived experience. The Commission will

provide signposts to a small number of examples we are aware of, as a starting point.

2. Identify, review and summarise key legal, regulatory or other constraints and considerations that the Commission needs to take into account in relation to paying people with lived experience for their participation. This should include consideration of any risks to people themselves of receiving payments.
3. Evaluate existing models in relation to legal, regulatory and other constraints and considerations, and make recommendations to the Commission on the best way forward.
4. Provide a clear and accessible report on all of the above elements.

6. Budget

We have a budget of up to £7,000 (including VAT) for this work.

7. Timing and Logistics

We would like this work to start in January 2021 and be completed by the end of March 2021.

8. What we're looking for in a researcher

We are looking to appoint someone, or a group of people, who meet the following criteria:

1. Track record of researching and analysing complex information leading to clear conclusions and recommendations.
2. Knowledge and understanding of good and emerging practice in the fields of public participation, community development, co-production or similar.
3. Practical understanding of the barriers people experience to taking part in policy development or similar processes, including an

understanding of structural inequality and discrimination. This could be from your own lived experience or from practical experience of working alongside people in a range of settings.

4. An understanding and awareness of how different types of inequality intersect with each other.
5. Excellent report writing skills including evidenced ability to write in plain English and meet accessibility standards.

Quotes

To quote for this research, please send us a short written proposal (6 pages maximum) setting out:

- Your relevant skills, experience and qualifications against each of the criteria identified above.
- Your proposed budget for this work including a breakdown of days for each element.
- Your proposed approach to completing the work including any input you would require from us.

Please also provide us with a relevant example of your written work, either as a separate attachment or via hyperlink.

The deadline for proposals is **Friday 18 December**. Please send your proposals to liz.gibb@scottishhumanrights.com by email.

We will review all the proposals we receive against the above criteria. We will also consider overall value for money. We may contact you with follow up questions to clarify anything we need to confirm before we make our decision.

We will make a final decision by **12 January 2021**. We will then finalise a contract with our selected provider, including finalising costs, timescales and activities.