



What Works Trial Advice Panel Terms of Reference

1. Purpose

- 1.1. To facilitate and support good quality evaluation practice across government
- 1.2. To build a network of internal evaluation experts
- 1.3. To build relationships with external Trial Advice Panellists

2. Objectives of the Panel

2.1. Advice & support

Providing advice and support to civil servants in the design and implementation of evaluation including:

- reviewing and commenting on theory of change/logic models, protocols/plans
- responding to ad-hoc requests for advice via email, telephone/video conference, in person if feasible
- taking part in What Works 'surgeries' and workshops to provide rapid advice to Panel 'customers' as part of a panel of experts

2.2. Collaboration & partnerships

Building relationships with other members of the Panel, inside and outside of government, to enhance the advice and support available to civil servants, share challenges, best practice and innovations in policy evaluation.

2.3. Communications & engagement

Promoting the work of the Trial Advice Panel across relevant networks to help increase its profile and reach.

2.4. Monitoring & evaluation

Contributing to the development of the Panel by providing feedback and ideas for improvement including:

- Providing feedback during and after providing advice/support
- Collecting feedback from other Panel members and users of the Panel
- Taking part in mid-term and end of term reviews with the What Works Evaluation Lead

3. Length of term and time commitment

Members serve a 2-year term (with potential to extend for 1 year).

4. Time commitment

Government members are expected to commit approximately 2 hours per month and external members are expected to commit around 5-10 days for the activities listed above (assuming demand).