

# Equality Impact Assessment [version 2.12]



Title: Bristol Health Determinants Research Collaboration bid to National Institute of Health Research	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input checked="" type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Adults and Communities	Lead Officer name: Jo Williams
Service Area: Communities and Public Health	Lead Officer role: Consultant in Public Health

## Step 1: What do we want to do?

The purpose of an Equality Impact Assessment is to assist decision makers in understanding the impact of proposals as part of their duties under the Equality Act 2010. Detailed guidance to support completion can be found here [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](#).

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the [Equality and Inclusion Team](#) early for advice and feedback.

### 1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

The proposal is to submit a funding bid to National Institute of Health Research, in collaboration with our city partners, University of Bristol and University of the West of England, to set up a Health Determinants Research Collaboration (HDRC). HDRCs are innovative research collaborations between local government and the academic sector that focus on improving the wider determinants, or drivers, of health.

The proposed Bristol HDRC will provide infrastructure to carry out research activities that address the wider drivers of population health and health inequalities, taking a place-based approach. The proposed HDRC will deliver against the “Health, Care and Wellbeing” theme of the Corporate Strategy to “tackle health inequalities to help people stay healthier and happier throughout their lives”, by taking a Health in All policies approach, focusing on the wider determinants of health, ranging from education and skills, transport, planning, housing, and environment and sustainability.

The proposed HDRC will create a team, hosted within the Communities and Public Health division, that will work across the council to:

- develop a culture of identifying and using research evidence on wider determinants to improve health outcomes and reduce health inequalities
- enable training in research activities for the BCC workforce, leaders and community members, through funding staff time, bringing in expertise and communicating external research funding opportunities
- undertake research activities, including evidence synthesis, evaluation, preparing external research project funding bids
- support research partnerships and collaborative research projects and help BCC to connect more fully with the local research system in Bristol, e.g., enabling the council research governance process.
- enable evidence-based decisions, bringing research evidence into policy and practice, through the role of embedded researchers, practice researchers, tools and training that supports this approach
- enable dissemination of research to support BCC policy and practice, through briefings, research outputs and sharing learning with communities and other local authorities.

The HDRC will follow the Bristol Equalities Charter to support equality, diversity and inclusion, and will develop the role of communities and the public in shaping research priorities, research activities, and sharing learning.

## 1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Bristol City Council workforce	<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community
<input checked="" type="checkbox"/> Commissioned services	<input checked="" type="checkbox"/> City partners / Stakeholder organisations	

Additional comments: the proposal for infrastructure funding will initially impact on the workforce, city partners and the wider communities who will form part of the HDRC team. Future research projects carried out by the team will include wider impacts on commissioned services, service users and communities.

## 1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by Equality and Inclusion Team.

If 'Yes' complete the rest of this assessment, or if you plan to complete the assessment at a later stage please state this clearly here and request review by the Equality and Inclusion Team.

**Yes**       **No**      [please select]

The proposed HDRC will aim to support evidence-based decision making through research activities, with the focus on the wider determinants of health and impacts on health inequalities. The specific research activities are not part of the bid, as the bid is for research infrastructure. Further equality impacts will be considered with each research project within the HDRC, if successful.

If the funding bid is successful, the Bristol HDRC will ensure Equalities, Diversity and Inclusion are embedded throughout. Addressing health inequalities and Equality, Diversity and Inclusion are central to NIHR's strategy. The bid will describe our plans to address inequalities and to embed EDI throughout the HDRC and its success criteria. The research infrastructure will be established to ensure that for future research every person is eligible to take part in research and given the same opportunity, regardless of age, disability, sex, gender reassignment, sexual orientation, socioeconomic status, marriage and civil partnership status, pregnancy and maternity, ethnicity, religion or belief, access to health or social care, and geographical locations.

The HDRC will work to the commitments of the:

- Bristol Equalities Charter
- The NIHR strategy ([Equality, diversity and inclusion | NIHR](#)) which sets out a commitment to equality, diversity and inclusion in all research activity. This includes ensuring diverse people and communities shape research and research priorities, and can participate in research, as well as enabling a diverse and inclusive research workforce. This will include drawing from the NIHR Include guidance ([Improving inclusion of under-served groups in clinical research: Guidance from INCLUDE project | NIHR](#)) and the EDI toolkit: [EDI Toolkit \(rdsresources.org.uk\)](#)

## Step 2: What information do we have?

### 2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics: [How we measure equality and diversity \(bristol.gov.uk\)](https://www.bristol.gov.uk/equality-diversity)

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data e.g. from national or local research, available data or previous consultations and engagement activities.

Outline whether there is any over or under representation of equality groups within relevant services - don't forget to benchmark to the local population where appropriate. Links to available data and reports are here [Data, statistics and intelligence \(sharepoint.com\)](https://www.bristol.gov.uk/data-statistics-intelligence). See also: [Bristol Open Data \(Quality of Life, Census etc.\)](https://www.bristol.gov.uk/open-data); [Joint Strategic Needs Assessment \(JSNA\)](https://www.bristol.gov.uk/joint-strategic-needs-assessment); [Ward Statistical Profiles](https://www.bristol.gov.uk/ward-statistical-profiles).

For workforce / management of change proposals you will need to look at the diversity of the affected teams using available evidence such as [HR Analytics: Power BI Reports \(sharepoint.com\)](https://www.bristol.gov.uk/hr-analytics) which shows the diversity profile of council teams and service areas. Identify any over or under-representation compared with Bristol economically active citizens for different characteristics. Additional sources of useful workforce evidence include the [Employee Staff Survey Report](https://www.bristol.gov.uk/employee-survey-report) and [Stress Risk Assessment](https://www.bristol.gov.uk/stress-risk-assessment)

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
Bristol City Council. Bristol Census 2021 data profiles 2023. Available at: <a href="https://www.bristol.gov.uk/council-and-mayor/statistics-census-information/census-2021">www.bristol.gov.uk/council-and-mayor/statistics-census-information/census-2021</a>	Bristol is a diverse regional city, with a population of 460 000, from 187 countries, 287 ethnicities, speaking 91 languages and practicing 45 religions, with 18.9% born outside the UK (vs 16.8% nationally). 6.1% of the population over 16 are LGB+ (vs 3.2% in England and Wales), and 0.8% of the population identify as Trans (vs 0.5% in England and Wales) .
Bristol City Council. JSNA Data Profiles 2023. Available at: <a href="https://www.bristol.gov.uk/council-and-mayor/policies-plans-and-strategies/social-care-and-health/joint-strategic-needs-assessment/jsna-data-profiles">https://www.bristol.gov.uk/council-and-mayor/policies-plans-and-strategies/social-care-and-health/joint-strategic-needs-assessment/jsna-data-profiles</a>	Bristol has a higher than national average proportion of working aged (16-64 years) people. There are significant socio-economic and health inequalities with 15% of Bristol's population living in the most deprived 10% of areas in England and the life expectancy gap between the wealthiest and most disadvantaged areas is between 6.9 (for women) and 9.9 years (for men).
Bristol City Council. Quality of Life survey. 2022/2023. Available at: <a href="https://www.bristol.gov.uk/council-and-mayor/statistics-census-information/quality-of-life-in-bristol">https://www.bristol.gov.uk/council-and-mayor/statistics-census-information/quality-of-life-in-bristol</a>	Through the Quality of Life survey, residents report a range of aspects of daily life, which indicate inequalities in the city, which may in turn lead to health inequalities, for example: 10.2% of respondents said they find it difficult to manage financially, and 8.1% reported experiencing moderate to severe food insecurity, a sharp rise from previous years. 48% of households surveyed reported being extremely or moderately worried about keeping their home warm during winter 2022. 11.8% of respondents reported that inaccessible public transport prevents them leaving their home when they want to. The HDRC activities will identify

potential gaps in the evidence about how best to address these wider inequalities to in turn reduce health inequalities.

**Additional comments:**

The bid is for research infrastructure. This detailed assessment will be needed in the planning of specific research projects within the HDRC, in order to document the context for each research project, and considerations in the plans in relation to ensure Equality, Diversity and Inclusion. We plan to invite public contributors to co-produce these research plans and impact assessments.

## 2.2 Do you currently monitor relevant activity by the following protected characteristics?

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Age                            | <input type="checkbox"/> Disability          | <input type="checkbox"/> Gender Reassignment |
| <input type="checkbox"/> Marriage and Civil Partnership | <input type="checkbox"/> Pregnancy/Maternity | <input type="checkbox"/> Race                |
| <input type="checkbox"/> Religion or Belief             | <input type="checkbox"/> Sex                 | <input type="checkbox"/> Sexual Orientation  |

## 2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps, then state this clearly with a justification.

For workforce related proposals all relevant characteristics may not be included in HR diversity reporting (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require an action to address under-reporting.

Monitoring data will be included in the set-up of the HDRC, including both the workforce and participation by members of the public in specific projects.

## 2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this had been of Bristol's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to [Managing a change process or restructure \(sharepoint.com\)](#) for advice on consulting with employees etc. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups and trades unions as well as affected staff.

Communities and public representatives are involved in the bid writing process to ensure that we are embedding community involvement and EDI through the proposal for the HDRC infrastructure. In particular, we have prepared a summary of the bid for public groups, and have dates scheduled with existing Public Involvement in research groups locally:

- with NIHR ARC West ([Patient and public involvement - ARC West \(nih.ac.uk\)](#)) – Bristol City Council hold a collaborative agreement with NIHR ARC West
- the public involvement group in TRUUD ([TRUUD – Tackling the Root causes Upstream of Unhealthy Urban Development](#))- Bristol City Council hosts an embedded researcher currently from this project.

In these meetings we will discuss our approach to community involvement and EDI, to gain feedback.

## 2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include

any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Equality and Inclusion Team for help in targeting particular groups.

- Our current plans to involve stakeholders throughout the 5-year Bristol HDRC programme include:
- Inviting public members to sit within the HDRC steering group and management group, so co-lead the work.
  - Co-producing with community members, a Public Involvement and EDI plan for the HDRC.
  - Committing to inviting public members to participate within study groups of subsequent research projects.
  - Costing into the bid the provision for funding time and expenses for public contributors, and a post in the Communities team to support community engagement in research.

The research activities of the HDRC will be planned in line with the UK Standards for Public Involvement ([UK Standards for Public Involvement \(nihr.ac.uk\)](http://ukstandardsforpublicinvolvement.nihr.ac.uk)).

We will make adjustments, as needed, to enable members of the public to contribute to the HDRC. For example, we will plan to hold some face-to-face meetings for those without good internet access and vary the time of meetings to enable those with other responsibilities, such as caring responsibilities. We will also consider language accessibility for those with a language other than English.

### Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal. See detailed guidance documents for advice on identifying potential impacts etc. [Equality Impact Assessments \(EqIA\) \(sharepoint.com\)](http://sharepoint.com)

#### 3.1 Does the proposal have any potentially adverse impacts on people based on their protected or other relevant characteristics?

Consider sub-categories and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

<b>GENERAL COMMENTS</b> (highlight any potential issues that might impact all or many groups)	
The proposed HDRC will ensure involvement of community members in the work of the HDRC, through priority setting, being part of the management and steering groups, and specific research projects. The protected characteristics below will each be considered to ensure diverse participation, with adjustments to HDRC activities to support and enable inclusion.	
<b>PROTECTED CHARACTERISTICS</b>	
<b>Age: Young People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Age: Older People</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Disability</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Sex</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Sexual orientation</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	

<b>Pregnancy / Maternity</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Gender reassignment</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Race</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Religion or Belief</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Marriage &amp; civil partnership</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>OTHER RELEVANT CHARACTERISTICS</b>	
<b>Socio-Economic (deprivation)</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Carers</b>	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
<b>Other groups</b> [Please add additional rows below to detail the impact for any other relevant groups as appropriate e.g. asylum seekers and refugees; care experienced; homelessness; armed forces personnel and veterans]	
Potential impacts:	
Mitigations:	

### 3.2 Does the proposal create any benefits for people based on their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our [Public Sector Equality Duty](#) to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

We anticipate that the proposed Bristol HDRC will support and enable equality, diversity and inclusion in research activity. This includes ensuring diverse people and communities shape research and research priorities, and can participate in research, as well as enabling a diverse and inclusive research workforce. The subsequent research projects to be carried out within the HDRC infrastructure will be focused on reducing health inequalities and promoting equality. By inclusion of diverse communities and members of the public in HDRC activities, together, we will be able to more effectively focus research activity and evidence on reducing health inequalities for these community groups and meet the needs of marginalised groups.

## Step 4: Impact

### 4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This summary can be included in decision pathway reports etc.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary, and appropriate despite this.

<b>Summary of significant negative impacts and how they can be mitigated or justified:</b>
<b>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</b>
The HDRC aims to create positive opportunities to promote the Public Sector Equality Duty through its set-up and function, as set out above.

### 4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale
Bid costing to include funding time and expenses for public contributors, and a post in the Communities team to support community engagement in research.	Jo Williams,	July 2023
Embed proposed measures for EDI in the bid	Jo Williams	July 2023
Complete planned meetings with existing public advisory groups prior to bid submission	Jo Williams	July 2023
Recruitment of HDRC team in accordance with Bristol City Council's Recruitment and Selection policy and guidelines, including diverse recruitment.	HDRC led	If bid successful, Dec 2023 onwards
Inviting public members to sit within the HDRC steering group and management group, so co-lead the work	HDRC led	If bid successful, Dec 2023 onwards
Co-producing with community members, a Public Involvement and EDI plan for the HDRC	HDRC led	If bid successful, Dec 2023 onwards
Committing to inviting public members to participate within study groups of subsequent research projects.	HDRC led	If bid successful, Dec 2023 onwards
Plan for a EQIA process to be embedded in the planning of research studies within the HDRC following set-up.	HDRC led	If bid successful, Dec 2023 onwards
Monitoring of equalities data will be included in the set-up of the HDRC, including both the workforce and participation by members of the public in specific projects.	HDRC led	If bid successful, Dec 2023 onwards

### 4.3 How will the impact of your proposal and actions be measured?


How will you know if you have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective your approach is still appropriate.

<p>We will include success measures around embedded EDI throughout the work of the proposed HDRC, including measure against the NIHR EDI toolkit (<a href="https://rdsresources.org.uk">EDI Toolkit (rdsresources.org.uk)</a>) :</p> <ul style="list-style-type: none"><li>- Understanding the context and structural inequality - for each planned research project</li><li>- Ensuring Equality, Diversity, and Inclusion in public involvement - in each research activity</li><li>- Research team - including diversity, cultural competence and training</li><li>- Selection of participants and sites - to ensure inclusion in research, and to collect data on EDI</li><li>- Data collection methods - to take account <i>potentially marginalised groups, and protected characteristics</i></li><li>- Data analysis and presentation – ensuring diverse perspectives are incorporate to support the interpretation of results.</li></ul>
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- Dissemination, implementation and impact – accessibility and inclusive format and channels, ensuring impact to reduce inequalities
- Budgeting for inclusion – how have the funds been used to ensure equality, diversity and inclusion in the HDRC work and follow-on projects?

## Step 5: Review

The Equality and Inclusion Team need at least five working days to comment and feedback on your EqIA. EqIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek feedback and review from the [Equality and Inclusion Team](#) before requesting sign off from your Director<sup>1</sup>.

<b>Equality and Inclusion Team Review:</b> <i>Reviewed by Equality and Inclusion Team</i>	<b>Director Sign-Off:</b> 
Date: 28/06/2023	Date: 28/06/2023

<sup>1</sup> Review by the Equality and Inclusion Team confirms there is sufficient analysis for decision makers to consider the likely equality impacts at this stage. This is not an endorsement or approval of the proposal.