

# **Bristol Race & Health Equity Group**

## **Terms of Reference**

### **Background**

In April 2020, Deputy Mayor, Councillor Asher Craig, commissioned a rapid review into the disproportionate impact of Covid-19 on people from Black, Asian and minority ethnic backgrounds. The report was available only a few days later and outlined policy recommendations to address the inequalities behind the disproportionate impacts. In response to the rapid review, Councillor Craig formed the Race Equality Covid-19 Steering Group, bringing together members of Black, Asian and minority ethnic communities, communities, organisations, public health, CCG, health partners and Bristol City Council.

The idea was to take a 'One City' approach and that we would jointly be responsible for the actions and implementation of an action plan that was co-created with the steering group. With Covid-19 restrictions being reduced, between March 2022 and July 2022 the group carried out a collective piece of work to explore future areas of focus to continue achieving maximum impact in tackling race focused health inequality matters through partnership approaches.

### **Purpose of the Steering Group**

- Provide leadership at a city-wide and regional level to ensure Bristol and BNSSG delivers in effectively addressing the issues and challenges of race inequality relating to key prevalent health inequalities.
- Work collectively to develop and gather data to create a greater understanding of key challenges and priorities from a Health, Social Care and Race perspective.
- Ensure that Bristol responds to prevalent health inequality matters arising, as well as ensuring responses to relevant findings and recommendations of local, national level and central Government reports.
- To work in partnership with all group members and wider city stakeholders to set and deliver targeted action plans to meet the aims of the group.
- To commission collaborative pieces of work that respond to the key priorities and strategies set by the group.
- To identify and implement a collective line of accountability to our communities in relation to race equality actions in response to health inequalities.
- Ensure alignment and collaboration with other key city-wide Race Equality focused bodies such as the Commission on Race Equality (CORE), Race Equality Strategic Leaders' Group and other key strategic groups.

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- To ensure outputs, messages and projects from the steering group reach a wide range of audiences ranging from communities, wider city stakeholders and relevant regional / national departments in appropriate formats.
- To collectively decision make on reports and presentations provided to the group.
- Make group recommendations to city-wide and BNSSG strategic groups for decision, as appropriate, including Health & Wellbeing and One City Boards and the Integrated Care Board and the 6 Locality Partnerships.
- The group will also ensure it is fully sighted on and aligned with the development and implementation of the Independent Advisory Group for BNSSG focusing on tackling Health Inequalities. The aim is to ensure joined up responses complimenting priorities between both group and work streams.

### **Role of Steering Group members**

- Provide strategic leadership, vision and co-ordination to drive race equality activity in relation to prevalent health related areas of focus, as agreed by the group.
- Lead and / or participate in projects and work that the group agrees is necessary to meet the aims of the steering group.
- Communicate with and secure participation of local communities, groups and wider city and regional stakeholders in implementing the groups action plan.
- Act as a link to other bodies within their 'sector' to ensure effective input and buy-in across the system in response to addressing race equality.
- To feed into action plan progress reports to meet the outcomes of the group.
- To submit relevant agenda items for consideration and discussion.
- Ensure stated aims and objectives of the group are being met with outcomes delivered.
- To assist in leveraging in resource / support from wider stakeholders where necessary to deliver on key action plan points to tackle prevailing issues.
- A group member will be nominated to regularly attend the Independent Advisory Group meetings and support the work of this IAG, ensuring alignment between groups.

### **Outcomes and Measurables**

Work collaboratively with key agencies, partnership groups and community groups in to reduce the impact of health inequalities in key areas of focus on people from Black, Asian and minority ethnic backgrounds across the city.

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Stand up task and finish groups tackling operational issues relating to reducing the impact of prevalent health inequalities on people from Black, Asian and minority ethnic communities.

Specific breakout areas of focus (for example the data focus group) to work to establishing a set of measurable targets to enable progress to be monitored.

## **Membership**

### **Membership of the Steering Group includes:**

- Public Health leaders
- Community leaders.
- Senior level decision making leaders from all sectors.
- Representatives from key community, charity and voluntary sector organisations working, or to advance opportunities for Black, Asian and minority ethnic communities.
- Bristol Commission on Race Equality (CORE).
- Stand Against Racism & Inequality (SARI).
- Bristol's Race Equality Strategic Leaders Group.
- Black South West Network (BSNW).
- A representative from the Independent Advisory Group for Health Inequalities.
- A representative from the Advanced Mental Health Equality Collaborative (AWP).

There will be opportunity to extend this, as requested by the steering group to other sectors / groups or organisations in the city.

## **Chair and Co- Chair**

The group will be chaired by the Deputy Mayor of Bristol, Cllr Asher Craig and a Co-chair, currently Dr. Jo. Brooks. The Chair's key role will be to deliver a lively and challenging agenda engaging all stakeholders with the outcome of delivering measurable change in response to the identified areas of health inequalities. This will also be the role of the Co-Chair, where the Chair is not available.

The Chair will have a mandate to make decisions on behalf of the group should an urgent decision be required between meetings at a time where convening the group is not possible, with the Co-Chair able to make such decisions in the absence of the Chair.

The Co-Chair will also support the Chair by taking the lead on certain projects / agenda items as required and will also be responsible for developing meeting agenda items.

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The group will review the arrangements of Chair and Co-Chair on an annual basis.

### **Frequency of Meetings**

Group meetings are held on a bi-monthly basis. This frequency will remain under review.

### **Substitution for Meetings**

Where a group member is unable to attend a meeting a suitable named substitution should be identified to ensure representation of the organisation / sector / community.

### **Administration & project co-ordination**

The meetings of the group and all associated tasks and projects will be administered and co-ordinated as agreed by the Chair and group members. Initial support to facilitate meetings to be offered by Bristol City Council with further discussions to be held on resource for each individual project / task group / work-stream agreed by the group.

### **Decision making**

Each organisation attends the meeting independently and whilst agreed group decisions are sought, each individual member reserves the right to take any contentious decisions back in to their organisation for approval.

### **Attendance by Non-Steering Group Members**

Invitations may be extended to non-steering group members, where their input or advice supports the discussion taking place at the meeting.

### **Declaration of Interest and Confidentiality**

At times the Steering group may need to consider sensitive and/or confidential items, which shall remain so until agreed otherwise.