

Research Inclusion Strategy template (up to 1,500 words)

1. Contact: Please provide the name, email address and job / role title of the staff member coordinating your Research Inclusion Strategy

Our nominated RI Lead in our original proposal, Alice Witt, has informed us that she no longer has the capacity to prepare and deliver our RI Plan on behalf of the Unit and has therefore left the network. We are currently recruiting a replacement, and their CV will be shared with NIHR once identified. RI activities will be supported by our PPIE Lead, Helena Wehling, as well as the other members of the Executive Committee.

2. Governance: Please outline where the Research Inclusion work sits in the governance structure and arrangements for the strategy

Research Inclusion will be embedded across the governance structure of this HPRU. The RI Lead will therefore attend monthly Executive Committee meetings and quarterly Management Committee to update on progress against the RI Strategy & Action Plan. Members will also discuss monitoring impact and capturing lessons learnt to further strengthen our strategy during the lifetime of the Unit. Our Early Career Researchers will also be invited to attend Management meetings, not only to provide updates on their respective projects, but also to keep up to date with progress from the Unit as a whole.

We have also set up our Steering Committee, which will offer external guidance and strategic oversight to the HPRU. The Committee will meet twice yearly and will include a lay contributor (from our PPIE panel) from Year 2. There will also be a 'deep-dive' session on Research Inclusion at some Committee meetings, on rotation with other cross-cutting themes (i.e. ACD, KM, etc.).

For recruitment, there will be questions asked of applicants to our PhD studentships and Research Fellow position on how they will ensure EDI will be incorporated into their respective projects. These will be approved by the host institutions EDI Teams. We will also follow institutional process at LSHTM, Imperial College London and UKHSA to ensure we follow EDI guidelines in recruitment and onboarding.

The RI Lead once in post will work closely with our PPIE Lead to coordinate activities and pool resources with regards to activities and training. For further support, a post-doctoral position based at UKHSA will be recruited from Year 2 to facilitate this collaboration across PPIE and RI. There will be specific training sessions on EDI, which will coincide with inductions for our PhD students and Research Fellows. However, these will be advertised across our network and available to all, including our PPIE panel.

3. Vision: In the context of the objectives of your overarching award, please clearly state your vision for equality, diversity and inclusion and how it supports the delivery of the NIHR [Research Inclusion Strategy 2022-27](#).

As Inclusion health is a major component of this HPRU, being a key focus of Theme 1 (Health Equity and Inclusion Health), our HPRU is committed to supporting EDI activities to enrich and maximise the impact of our research. This HPRU will follow the five themes within the NIHR Research Inclusion Strategy 2022-27 by continuing to build links with communities to further develop an inclusive culture in research, while internally improving diversity within our workforce and governance. Our Unit also has included EDI training within our Academic Career Development Plan to train our workforce and participants on key themes such as Unconscious Bias and Ethics. To do this, we will work with other HPRUs to pool resources and improve networking for our PhD cohorts. We also intend to actively encourage collaboration with non-academic partners to ensure we translate our research into real-life results.

4. Objectives: Please clearly state what your equality, diversity and inclusion objectives are for the term of the award. There should be a clear follow through from vision -> objectives -> actions. Please use the Excel sheet to provide further detail in the accompanying action plan.

Objective 1: Encouraging inclusion and collaboration in our network

- Action 1.1: To determine how key stakeholders from public and civil society prefer to be included and acknowledged in research operations
- Action 1.2: Develop accessible documentation, tutorials, and worked examples for HPRU-developed tools to enable uptake by UKHSA and local public health teams
- Action 1.3: Provide technical support or training sessions for UKHSA/public health users of HPRU methods and software
- Action 1.4: Produce plain English and accessible summaries of academic outputs, made available on our website in written and verbal formats, co-produced by our PPIE panel

Objective 2: Improve diversity of participation within our HPRU

- Action 2.1: Prioritise inclusion at each stage of the research process for each project, including recruitment of ECRs, by identifying and mitigating barriers to participation
- Action 2.2: To ensure our RI strategy is complemented by PPIE feedback from under-served communities and by guidance from our PPIE panel
- Action 2.3: Ensure underserved communities are considered within each of our research projects
- Action 2.4: Use the NIHR diversity data question set when collecting diversity data in our research

Objective 3: Strengthen capacity in RI within our HPRU

- Action 3.1: Ensure current and new HPRU staff members complete mandatory EDI training courses at their respective organisations
- Action 3.2: Deliver an introductory in-person training to PhD students and Research Fellows on concepts of Research Inclusion and Unconscious Bias
- Action 3.3: Collaborate with other HPRUs to deliver RI-focussed sessions at ACD workshops

- Action 3.4: RI Lead to collaborate with the ACD Lead to advance equality in opportunity for staff development

Objective 4: Embed RI into the governance of our HPRU to evolve and improve Equality, Diversity & Inclusion

- Action 4.1: To ensure Research Inclusion is a standing agenda item for Executive & Management meetings
- Action 4.2: LSHTM & Imperial HR & EDI teams to have oversight of recruitment process to ensure screening is fair and to mitigate unconscious bias
- Action 4.3: Setup a RI Working Group to ensure the RI strategy is implemented, while recruiting a permanent RI Lead
- Action 4.4: Publish NIHR-approved RI strategy on website
- Action 4.5: To have a joint session on PPIE & RI as part of our Unit Annual Meetings
- Action 4.6: Engage in cross-HPRU RI network to share methods of best practice
- Action 4.7: To update the Steering Committee every 2 years on progress with implementation of Unit's RI Strategy

5. Research Inclusion budget: Please provide details of your equality, diversity and inclusion expenditure each year. Please separate out staffing and project costs.

The RI Lead 25%FTE post will be £16k/year (Years 2-5). A 25%FTE PDRA RI post will be available at UKHSA for Years 2-5 at £11k/year (this will be combined with the PPIE post-doctoral post at UKHSA). A further £5k/year is allocated for engagement activities, bringing the total budget to approx. £32k each year over 4 years.

6. Collaboration: Please give details of planned collaborative inclusion activities with other parts of NIHR Infrastructure, wider NIHR and other partners (including industry).

The RI Lead will work closely with the HPRU PPIE lead (Helena Wehling) to involve members of the public and representatives from voluntary/community sector organisations in developing and implementing the RI strategy, particularly in identifying ways to engage with specific groups (as relevant for our proposed research projects) within the wider community. The RI Lead will also collaborate with the HPRU Academic Career Development Lead (Peter White) to promote equal opportunities for professional development for HPRU members. We aim to collaborate with other HPRUs on delivering training workshops that will include EDI sessions and case studies, including how to embed Research Inclusion into individual projects.

In addition, the RI Lead will fully engage in the proposed HPRU RI network to explore avenues to share ideas and learning, to promote best practice in RI.