

Glossary

A list of abbreviations that might be used in the HDRC board meetings.

ARC	Applied Research Collaboration	Supports health and care research that responds to the needs of local populations and local health and care systems.
CDoH	Commercial Determinants of Health	The activities businesses that affect people’s health positively (e.g., jobs) or negatively (e.g., marketing unhealthy products like tobacco, alcohol, ultra-processed foods).
EDI	Equality, Diversity and Inclusion	The Council department that works to make sure our work is open, fair and inclusive.
HDRC	Health Determinants Research Collaboration	5-year funded programme aiming to make the work we do as a council evidence-informed, evaluated, and community led.
LA	Local Authority	Responsible for delivering a range of services for the community, including social care, schools and housing.
LUP	Levelling Up Programme	A Sandwell Council partnership which is funded by national government. It is in the Wednesbury area of Sandwell and focuses on regeneration and community projects.
LARP	Local Authority Research Practitioner	Someone who works for a local authority and helps to develop a research and evidence based culture in the council.
NIHR	National Institute for Health and Care Research	Funded by the Department of Health and Social Care to improve the health and wealth of the nation through research.
ICB	Integrated Care Board (NHS)	A part of the NHS in England, responsible for planning, funding and commissioning most local NHS health services.
ICP	Integrated Care Partnership (NHS)	A group of organisations, who assess the health, public health and social care needs of their local area and produce a plan to address them.
ICS	Integrated Care System (NHS)	Local partnerships that bring health and care organisations together to develop shared plans and joined-up services.
PHIRST	Public Health Intervention Responsive Studies Teams	Academic teams at universities which are funded to conduct evaluations of local authority public health programmes.
PI	Principle Investigator	The lead researcher on a funding application and research project
PPIE	Public and Patient Involvement and Engagement	Research being carried out ‘with’ or ‘by’ members of the public rather than ‘to’, or ‘about’ or ‘for’ them.
PHEL	Public Health Engagement Lead	A job role that develops connections between local authorities, HDRCs, LARPs and the SCPH by promoting the value of being a research-active organisation.

PHRESH	Public Health Research for Health Consortium	Looks at important public health challenges to improve the health and wellbeing of all people in this diverse region and beyond.
RSS	Research Support Service	Provides support and advice to applied health, public health and social care researchers on the design and delivery of research and writing research funding applications.
SWBHT	Sandwell and West Birmingham Hospital NHS Trust	An integrated care organisation working to improve the lives of local people across North-West Birmingham and Sandwell
SCVO	Sandwell Council of Voluntary Organisations	One of our community partners in the HDRC who lead on engagement with local partners and stakeholders across Sandwell.
SMBC	Sandwell Metropolitan Borough Council	The local authority (LA) for Sandwell, that covers Tipton, Smethwick, Rowley Regis, Wednesbury, Oldbury and West Bromwich.
SPACE	HDRC Sandwell Public and Community Engagement	How we are engaging with communities and public within the HDRC programme.
SLT	Senior Leadership Team	The executive directors of departments in Sandwell Council and the chief executive Shokat Lal
SMT	Senior Management Team	The senior managers in Sandwell Council's public health team.
SCPH	Specialist Centre for Public Health	Aims to support the generation of high-quality research evidence specifically in public health.
UoB	University of Birmingham	Our main university partner for the HDRC programme.
VFM	Value for Money	Any Council spend over £1,000 has to be reviewed and approved by a panel to make sure the money is being spent well.
VCSE	Voluntary, community and social enterprise	Non-profit organisations that deliver vital services, advocate for people and tackle social issues. They often work closely with Local Authorities and NHS to improve community wellbeing and access to support.
WMCA	West Midlands Combined Authority	The WMCA is made up of Dudley, Sandwell, Coventry, Solihull, Walsall and Wolverhampton.
WLT	Wider Leadership Team	Senior members of staff across the Council like assistant directors, senior managers and service leads.
WS	Work Stream	We have 4 work streams that make up the programme - https://www.sandwell.gov.uk/HDRC/information/us

Board Meeting Terms

Words or phrases you might hear in board meetings.

Agenda	A list of topics to be discussed at a meeting
Action Log	A table setting out actions agreed at the meeting detailing the person responsible for the action, the date the action needs to be completed and a status column.
AOB	These are any items that a member of the Board may wish to raise that were not included in the agenda.
Apologies	If a member is not able to attend the meeting, they are required to send their apologies to the Programme Co-ordinator.
Chair	The person with responsibility for conducting a meeting.
Commissioning	Planning and buying services to meet local needs.
GANTT	A visual tool used to manage projects to see if they are on time with the planned schedule.
KPI	A Key Performance Indicator (KPI) is a type of performance measurement. They are used to help you measure your progress toward achieving strategic goals.
Minutes	The written record of what was discussed, any decisions and actions arising from a meeting.
Quorum	The number of people needed to be in attendance for a meeting to take place and for decisions to be made.
Standing Agenda Item	An item for discussion that will appear on the agenda for every meeting.
Value for Money Panel	Any Council spend over £1,000 has to be reviewed and approved by a panel to make sure the money is being spent well.