



European
Commission

Health Equity Pilot Project (HEPP)

ORGANISING A HEALTH INEQUALITIES BEHAVIOURAL INTERVENTIONS WORKSHOP:

MANUAL AND TOOLKIT



Health

Based on the Health Equity Pilot Project workshops

**With acknowledgements to
Chris Brookes, Mark Gamsu,
Heather Lodge**

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1.0 Introduction

1.1 Purpose of this manual

This manual is designed to provide conceptual and practical guidance for European Union member states to organise and deliver further workshops that investigate national action to address health inequalities in their countries. Each workshop will be different in order to reflect differing national situations and priorities. However, the methodology and objectives remain common to each one: that of enabling policy officials, public health practitioners, and public health researchers to meet in a neutral space to identify key actions to address health inequalities from a behavioural aspect.

2.0 Background

This section provides the context for the health inequalities behavioural interventions workshop. It looks at the European Commission's Health Equity Pilot Project and how the original workshops were developed and run.

2.1 About the Health Equity Pilot Project (HEPP)

The European Union funded a 'Pilot Project related to reducing health inequalities: building expertise and evaluation of actions'
https://ec.europa.eu/health/social_determinants/projects/ep_funded_projects_en#fragment1

The aim of the Health Equity Pilot Project (HEPP) was to support knowledge sharing and policy development to reduce health inequalities in the EU, with a focus on the lifestyle determinants of alcohol consumption, nutrition and physical activity, particularly in Member States with the greatest needs. The project identified the social gradient of the health harming behaviour e.g. alcohol consumption and particularly binge drinking (heavy episodic drinking) or drinking at level which are considered harmful or hazardous, and taking less than recommended levels of physical activity for the age, or being overweight or obese. Having identified the patterning of health damaging behaviours, and how the resulting health harms are also patterned across the population, the project then considered the actions that are effective in addressing the health harming behaviours across

the population which reduce health inequalities, and as far as possible gauging their utility in a range of Member States.

The project reached the above aims by:

- Updating [scientific evidence](#) and reviewing policies and actions.
- Conducting [case studies](#) on policies and actions in different Member States.
- Implementing [workshops](#) and expert exchange to break barriers to inter-sectoral action on health inequalities.
- Ensuring synergies and support to the health determinants in related Joint Actions.
- Facilitating information exchange and collaboration between groups of experts and stakeholders.

The three-year HEPP project started in January 2016 and finished in December 2018.

2.2 About the workshops

Public health ministries face significant challenges in developing powerful coherent action plans across ministries. Some of the reasons for this include the need for member states to focus on developing strong economic policy, the complexity of developing long term actions to address non-communicable disease and concerns about being seen to regulate the lifestyle choices of citizens. [Six national workshops](#) were held as part of HEPP - funded by the European Commission. These workshops reviewed the HEPP evidence and case studies, considered existing actions, local conditions and worked with international experts to consider what further actions would help improve progress in this area.

[Feedback](#) from these workshops showed that they were valued as an opportunity to engage with the evidence and explore possible solutions with relevant departments, and organisations. While developing co-produced and non-didactic workshops takes time and engagement, the payoff is that the workshops meet a real need. The workshops do not need to be expensive and they should help to generate both knowledge and potential action. All the participating countries valued the opportunity afforded to bring together those departments and stakeholders who they felt could move the agenda forward.

3.0 Preparation

This section describes the purpose of a health inequalities behavioural interventions workshop, who should attend such a workshop, the elements of the programme that should be included, and the speakers/facilitator.

3.1 Workshop objectives

The health inequalities behavioural interventions workshops are intended to help public health departments strengthen engagement across ministries at member state level.

The workshop objectives are to:

- Provide a platform for public health leaders to engage with members of key Ministries, non-governmental organisations and other stakeholders at Member State level.
- Consider how a country's public health leaders might work together to develop a joint action plan to address health inequalities through action on nutrition and physical activity, and alcohol consumption and their determinants.

3.2 Participants

The workshop should be delivered in partnership with local public health leaders. Between 15–25 participants should be invited from:

- Relevant ministerial politician to introduce and conclude session.
- Senior civil servants from across Government.
- Municipal leaders.
- Leading health professionals from health and other sectors.
- Relevant non-government organisations from health and other sectors, including academics who may provide further insight on the evidence-base.
- Health system leaders.

3.3 Facilitation

The health inequalities behavioural interventions workshops are not a decision-making forum as such because of the mix of participants from statutory and non-statutory organisations. However the workshops provide a 'convening space' to bring together those individuals, Ministries and organisations who are well placed to address the relevant

inequalities in behaviours or contribute to understanding the drivers of them in your country.

Facilitation of the workshop needs to encourage a process of honest and active sharing and learning so that everyone in the room acknowledges that they have a role to play in shaping the potential outcomes.

The facilitator should be skilled in working with this range of participants as well as knowledgeable on health inequalities and how they are addressed effectively at local and national levels but be sufficiently neutral to be acceptable to all participants. Consider both national and international expertise in appointing a facilitator.

3.4 Speakers

Speakers at the six original HEPP workshops were drawn from the HEPP team as well as recognised national experts. Speakers need to have expert understanding of the evidence on alcohol, nutrition and physical activity together with leads who focus on health inequalities.

3.5 Programme

- The workshop should ensure that it is focused on key areas of concern in your country. For example, in some Member States there may be greater concern about alcohol strategies and policies while others may be more concerned about diet and physical activity. The basic framework for the workshop is given here but it should be adapted to reflect local priorities, government structures and capability.
-
- The basic framework for the workshop is:
 - Ministerial introduction where possible.
 - Country context - with regard to health inequality and prevalence of non-communicable diseases (NCDs).
 - Current strategies.
 - Presentation of evidence addressing relevant inequalities in nutrition, physical activity and alcohol behaviours and outcomes from international experts.
 - Review and action planning.

The toolkit at the end of this manual provides two sample programmes with different timings, along with some suggested content.

It is suggested that you record the key actions agreed so that ideas and learning can be shared. You may also wish to share these with the European Commission.

3.6 Resources available

Training materials focusing on actions to address health inequalities in nutrition, physical activity and alcohol behaviours and outcomes from international experts were produced as appropriate for each workshop. Country leads were invited to share a situation analysis both in terms of population level data and research on health inequalities in relation to nutrition and physical activity and alcohol, and the policy and delivery framework which could be used for action.

Two policy briefs as part of HEPP looked at the evidence on interventions to reduce socio-economic inequalities in [diet and physical activity](#) and [health-harming alcohol consumption](#) and may be useful as background preparation and handouts for the workshop.

Presentations made at the six original workshops are available at https://ec.europa.eu/health/social_determinants/projects/ep_funded_projects_en#fragment1 You are free to re-use this material, provided that the source is acknowledged.

You may also find the [country profiles](#) produced by the HEPP team helpful in providing an overview of the situation in each EU Member State.

Additional examples of interventions that have been implemented across EU countries are published as case studies:

- [Feasibility of using sub-national level data to explore the alcohol-harm paradox across EU countries](#)
- [Analysis of youth alcohol trends in EU countries](#)
- [Food product reformulation by a supermarket chain \(Albert Heijn\) in the Netherlands](#)
- [The impact of taxes on 'junk food' in Hungary](#)

- [Protection of breastfeeding for the health of infants and young children especially in vulnerable families in Romania](#)
- [Walkability in Kraków](#)
- [The promotion of physical activity in Finland](#)
- [Modelling the impact of Minimum Unit Price for alcohol in Scotland](#)
- [Amsterdam Healthy Weight Programme](#)

4.0 Toolkit

This section contains sample documents that you may wish to use or adapt for your workshop. The materials were used to run the original six workshops for HEPP.

The documents are annotated in italics to flag where you will need to fill in your own information about the venue, speakers etc. You should be able to cut and paste the documents into Microsoft Word (the documents were created in Word 2010).

Contents:

- Sample pre-workshop questionnaire (sent out using Survey Monkey)
- Sample agendas
- Sample invitation to participants
- Event checklists
- Sample speaker briefing notes
- Sample workshop joining instructions
- Sample evaluation forms

Sample pre-workshop questionnaire

Dear *[insert participant name]*

You have received this questionnaire, because you are invited to participate in the health inequalities workshop focusing on *[insert topic, eg nutrition /physical activity / alcohol consumption.]*

The aim of this questionnaire is to collect additional information and opinions to help in the preparation of the workshop so it better meets your needs. These answers will not be distributed or attributed, and will not be considered as a formal input from your organisation.

This questionnaire will take 10 minutes to complete.

Please respond as soon as possible but no later than *[insert date, suggested on month before the workshop date]*. Please return the questionnaire to: *[insert details]*

Thank you in advance!

The Organising Team

Your name:

Your role:

Organisation/Department:

1. In which of the following policy areas does your organisation / department play a role:

- Social disparities in health (income, education etc)
- Nutrition
- Physical Activity
- Alcohol Consumption

- Other

... (please specify)

2. In your opinion, which responsibilities of your organisation/department contribute to the reduction of health inequalities?

3. What actions is your organisation/department/position currently taking?

4. What challenges do you face that make it harder for your organisation/department take effective action on health inequalities?

5. What would help you/your organisation/department/position take stronger action on health inequalities?

6. What are the challenges of working across policy area/between organisations to address health inequalities?

7. What are the benefits of working across policy area/between organisations to address health inequalities?

8. Any other comments?

Please return to: *[insert contact details]*. Thank you for your help.

Sample workshop agendas

PROGRAMME

Health inequalities coaching workshop: sample programme 1

| [country + date go here] | | PRESENTERS |
|--|---|--|
| 08:30 | Registration | |
| 09:00 | Welcome Address Addressing Health Inequalities | [Senior public health government official / Minister] |
| 09:20 Introduction | Introduction including who is here by institution Purpose of the workshop and the pilot project (<i>see sample presentations 1 & 2</i>) Tour de Table - expectations of day | Workshop facilitators |
| 09:35 Scene Setting | Introduction Main concepts of health inequalities (<i>see sample presentation 3</i>) Opportunity for questions | Workshop facilitators Expert on health inequalities |
| 09:55 Local Context 1 | Country-specific Data Analysis on Physical Activity, obesity and alcohol | Local public health expert |

| | | |
|---|---|--|
| <p>10:15</p> <p>Local Context 2</p> | <p>Country-specific legal and strategic framework.</p> <p>Three short inputs which might cover areas such as measurement issues (understanding the problem), policy issues, and possibly implementation issues:</p> <ul style="list-style-type: none"> •Inequality and nutrition •Inequality and physical activity •Inequality and alcohol | <p>Local public health experts</p> |
| <p>10:45</p> | <p>COFFEE</p> | <p>BREAK</p> |
| <p>10:55</p> <p>Who is responsible</p> | <p>Group discussion – who is responsible?</p> <ul style="list-style-type: none"> • Describe the key actors who are responsible for this issue at a national, regional and local level. • Which departments have a role to play and what is their current activity? • Which plans and strategies explicitly and implicitly address this agenda? <ul style="list-style-type: none"> - to include - Health, Education, Social Welfare, Employment. | <p>Workshop facilitator</p> <p>Small table discussion followed by plenary feedback</p> |
| <p>11:50</p> <p>What the evidence tells us.</p> | <p><i>Facilitator to explain that focus will be on Nutrition Physical Activity and Alcohol inequalities - behaviours harms and interventions</i></p> <p>Overview of evidence-based approaches to reduce health inequalities - focussing on nutrition, physical activity and alcohol</p> <p><i>(See sample presentations 5, 6, 7)</i></p> | <p>Workshop facilitator</p> <p>[public health expert]</p> |
| <p>12:20</p> | <p>LUNCH</p> | <p><i>Opportunity for workshop planning team to touch base and discuss afternoon session</i></p> |
| <p>13:00</p> | <p><i>Workshop facilitator to summarise discussion so and make an appropriate contextual statement about the need to work within the country's policy</i></p> | <p>Workshop facilitator</p> <p>Senior government public</p> |

| | | |
|---|--|---|
| <p>What additional action should be taken at different levels and by which responsible actors?</p> | <p><i>context</i></p> <p><i>Group discussion – future actions</i> <i>Think 1,3,10 year timescales - what would you expect to see happening that was different?</i></p> <p><i>For example:</i></p> <ul style="list-style-type: none"> - <i>Quality of data to understand what is happening?</i> - <i>Differential impact of policies under development being considered</i> - <i>Change in who is involved at different levels</i> - <i>Improvements in skills, capacity and knowledge</i> | <p>health officials / public health experts</p> |
| <p>13:45 Tactics to influence actors</p> | <p>Group discussion – tactics to influence main actors - who needs to be engaged to move forward over next 1., 3 and 5 years and what needs to be done to make this happen?</p> | <p>Workshop facilitator + group facilitators</p> |
| <p>14:30 Agree Key Actions/Next Steps</p> | <p>Group discussion – next steps – summaries from facilitator - and then country respond to discussions</p> | <p>Workshop facilitator Country hosts to collect feedback and respond</p> |
| <p>15:15 Concluding Comments</p> | | |
| <p>15:30</p> | <p>END</p> | <p><i>Coffee available</i></p> |

PROGRAMME

Health inequalities coaching workshop: Sample programme 2

| [country + date go here] | | PRESENTERS |
|--|---|--|
| 09:00 | Registration | |
| 09:30 | Welcome Address Addressing Health Inequalities | [Senior public health government official / Minister] |
| 09:45 Introduction | Introduction including who is here by institution <i>(see sample presentations 1)</i> Purpose of the workshop and the pilot project Tour de Table - expectations of day | Workshop facilitators |
| 10:15 Scene Setting | Introduction Main concepts of health inequalities <i>(see sample presentation 3 & 4)</i> Opportunity for questions | Workshop facilitators Expert on health inequalities |
| 10:45 | COFFEE | BREAK |
| 11:00 Local Context 2 | Country-specific legal and strategic framework. Three short inputs which might cover areas such as measurement issues (understanding the problem), policy issues, and possibly implementation issues: <ul style="list-style-type: none"> •Inequality and nutrition •Inequality and physical activity •Inequality and alcohol <i>[see sample presentations 5,6,7]</i> | Local public health expert |

| | | |
|---|--|--|
| <p>12:00</p> <p>Who is responsible</p> | <p>Group discussion – who is responsible?</p> <ul style="list-style-type: none"> • Describe the key actors who are responsible for this issue at a national, regional and local level. • Which departments have a role to play and what is their current activity? • Which plans and strategies explicitly and implicitly address this agenda? • - To include - Health, Education, Social Welfare, Employment. | <p>Workshop facilitator</p> <p>Small table discussion followed by plenary feedback</p> |
| <p>13:00</p> | <p>LUNCH</p> | <p><i>Opportunity for workshop planning team to touch base and discuss afternoon session</i></p> |
| <p>13:45</p> <p>What the evidence tells us.</p> | <p><i>Facilitator to explain that focus will be on Nutrition Physical Activity and Alcohol inequalities - behaviours harms and interventions</i></p> <p>Overview of evidence-based approaches to reduce health inequalities - focussing on nutrition, physical activity and alcohol (See sample presentation 2)</p> | <p>Workshop facilitator</p> <p>[public health expert]</p> |
| <p>14:45</p> <p>What additional action should be taken at different levels and by which responsible actors?</p> | <p><i>Workshop facilitator to summarise discussion so far and make an appropriate contextual statement about the need to work within the country's policy context</i></p> <p><i>Group discussion – future actions Think 1,3,10 year timescales - what would you expect to see happening that was different?</i></p> <p><i>For example:</i></p> <ul style="list-style-type: none"> - Quality of data to understand what is happening? - differential impact of policies under development being considered - Change in who is involved at different levels - improvements in skills, capacity and knowledge | <p>Workshop facilitator</p> <p>Senior government public health officials / public health experts</p> |

| | | |
|---|--|--|
| 15:45 Tactics to influence actors | Group discussion – tactics to influence main actors - who needs to be engaged to move forward over next 1,3 and 5 years and what needs to be done to make this happen? | Workshop facilitator + group facilitators |
| 16:30 Agree Key Actions/Next Steps | Group discussion – next steps – summaries from facilitator - and then country respond to discussions | Workshop facilitator Country hosts to collect feedback and respond |
| 17:00 Concluding Comments | | Senior ministry officials |
| 17:30 | END | <i>Coffee available</i> |

Sample invitation to participants

Dear Colleague [*or insert individual names to make the invitation personal*]

Invitation to Health inequalities intervention workshop on [*insert date*]

I am pleased to invite you to a strategic planning workshop which will provide an opportunity to consider how we can focus on key policy areas in nutrition, physical activity and alcohol with a particular focus on [*insert the particular behavioural intervention focus of the workshop*], to help reduce health inequalities in [*insert name of country*]. We aim to share our current understanding with regard to health inequalities in nutrition, physical activity and alcohol consumption in [*insert name of country*], learn from work undertaken by the [Health Equity Pilot Project](#) and to work together across departments and relevant agencies to plan future collaborative action in this area.

This workshop is organised jointly by the [*insert name of the organising body/bodies*] The day will provide an opportunity to:

Hear from policy leads on the current situation with regard to health inequalities

Review action that is being taken by different Government ministries

Be briefed by international experts on current evidence of what works

Work together to plan future action

The workshop continues the series of national workshops held as part of the European Commission Health Equity Pilot Project.

In order to make the best use of the day the [*insert name of the organising body*] will send you a questionnaire prior to the workshop. Your input will help plan the day.

Please reply by *[insert date]*

Yours sincerely

[insert name & contact details]

Event checklists

ON THE DAY CHECKLIST

- Put up signposts to the meeting & any breakout rooms being used
- Housekeeping: no fire test, emergency exits, wi-fi access. Toilets, mobile phone policy, Twitter policy & any hashtags being used for the event
- Check any exhibitors / sponsors
- Where is tea/coffee & lunch served
- Check with caterers
- Laptop & charger + separate mouse if required + extension lead
- Test projection with the laptop
- Emergency contact number for an AV technician to help with projection / microphone problems
- Check any air-conditioning controls
- Check lighting & controls + any curtains/blackout arrangements to help with projection
- Set up presentations for speakers
- Water present for speakers
- Mics present & working with spare batteries
- Spider phone working for anyone dialling into the meeting
- Flip chart + working pens available
- Seating set out as required – eg at tables, lectern for speakers etc
- Place names or name badges set up
- Post it notes & pen per table
- Delegate packs – either give out on registration or place on the tables

- Check no last minute cancellations etc from speakers.
- Speak to group facilitators
- Check Reception has up to date visitor list + any notified late arrivals
- Greet speakers and show microphones etc
- Pick up laptop at end of day if not on loan

EMERGENCY NUMBERS

Teleconference:

Dial in number:

Speaker / PA contacts:

Speaker 1

Speaker 2

Speaker 3:

Facilitator:

Caterers:

IT / AV technician:

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Communications

- Initial invite
- Follow-up invite
- Pre-workshop questionnaire
- Data protection confirmation to produce attendee list, use of photographs etc
- Circulate joining instructions and any pre-reading
- Circulate speaker briefing and facilitator briefing

Finance

- Agree budget
- Produce final budget

Administration

- Book accessible venue
- Book any additional requirements (laptop/flipchart/projector etc)
- Name badges for seminar
- Collect speakers' presentation
- Set up participant registration system (eg through Eventbrite / in Excel)
- Compile facilitator(s)' briefing
- Compile speakers' briefing
- Participants joining instructions
- Book catering requirements
- Confirm final catering numbers
- Visitor list for Reception
- Create delegate pack
- Appoint scribes / notetakers for the workshop
- Circulate final draft of agenda to participants

Content

- Draft agenda
- Confirm agenda
- Appoint facilitator
- Invite speakers
- Confirm speakers
- Collate pre-workshop questionnaires

Delivery

- Evaluation on the day

Post workshop

Thank you emails to speakers/facilitators etc

Publish speakers' presentations

Summary of discussions / report

Collate evaluation forms.

Follow up impact feedback

Sample speaker briefing notes

Health inequalities behavioural interventions workshop

[insert date of workshop]

SPEAKERS' BRIEFING NOTES

Thank you very much for agreeing to speak at the health inequalities behavioural interventions workshop on *[insert date]*. Your expertise is extremely valuable to us and will help us to ensure that the workshop is focused on key areas of concern in our country.

Location:

[copy details of the venue and directions into this paragraph from the joining instructions]

Aim of the workshop

The workshop aims to:

- Provide a platform for public health leaders to engage with members of key Ministries, non-governmental organisations and other stakeholders at Member State level.
- Consider how a country's public health leaders might work together to develop a joint action plan to address health inequalities through action on nutrition and physical activity, and alcohol consumption and their determinants.

Audience

- The audience is by invitation only and comprises around *[provide approximate numbers and profile of participants (eg senior public health professionals from government and academia.)]*
- Audience seating will most likely be at tables in groups . *[state if speakers will be seated differently or will be invited to sit with workshop participants.]*

Format of the summit

- *[provide details of how the day will run, eg the facilitator will introduce the speakers, the workshop will set the scene on health inequalities in general, move to look at the local context, examine lessons from the evidence, the actions that should be taken and by whom, the tactics needed to influence, agreement on the next steps]* In order

to have a wide-ranging discussion, please could speakers keep strictly to time?

- *[provide details of how questions will be managed, eg at end of each speaker or kept until all speakers have presented]. We hope you will be able to participate in this discussion. We will also offer you an opportunity to reflect on the other speakers that you have heard.*
- A copy of the agenda and joining instructions accompany this speakers' briefing.
- *[ask the speakers to provide a copy of their presentations at the end of the workshop for circulation to participants. State if these will be appearing on a website.]*

Facilities

- *[provide details of how presentations will be made (eg from a laptop at a lectern etc); state if presentations must be submitted in advance or if they can be brought on the speakers' own USB stick. Give a date if presentations must be received prior to the event]*
- *[state whether speakers will need to use a microphone]*
- *[state if there is wi-fi / internet connections and if it will be possible for speakers to access their presentations from cloud services etc].*
- *[state whether there are power sockets for phones and devices – make sure this is the same statement as on the joining instructions]*
- *[state whether there are printing / copy facilities at the venue and if speakers will either need to bring handouts with them or ask for them to be circulated electronically after the meeting]*
- *[state if the workshop will coincide with any known testing of the fire-bells]*
- All refreshments and lunch will be served in: *[state location – eg in the meeting room/breakout area etc].*

Remote attendance

- *[state if there are participants dialling into the workshop. If there are add a line asking the speakers to bear this in mind when speaking or during questions and answers?]*

Background to the behavioural interventions workshop

- The health behaviour interventions workshops were conceived as part of the three year Health Equity Pilot Project (HEPP) that was

funded by the European Commission and delivered by the UK Health Forum in partnership.

- The aim of HEPP was to support knowledge sharing and policy development to reduce health inequalities in the EU, with a focus on determinants of health such as alcohol consumption, nutrition and physical activity, particularly in Member States with the greatest needs.
- The workshops have been designed to facilitate expert exchange of knowledge to break barriers to inter-sectoral action on health inequalities, particularly in the areas of alcohol consumption, nutrition and physical activity.
- The project began in January 2016 and was completed in December 2018. Outputs from the project are available at: https://ec.europa.eu/health/social_determinants/projects/ep_funded_projects_en#fragment1

I look forward to seeing you. If you have any queries in the meantime, please do not hesitate to contact me.

[insert contact details for workshop convener]

Sample participants' joining instructions

Health inequalities behavioural interventions workshop

[date of workshop]

Joining instructions

Venue

The workshop is taking place at: *[include the full address and instructions for getting to the meeting room, tell participants where they should report on arrival and if they need to go through security clearance]*.

Directions

[Give details of how to reach the building and any particular issues (eg no use of the stairs etc) Provide details of the nearest train station, car parks etc and link to a map if possible.

Time

Refreshments will be available from *[insert time]* for a prompt start at *[insert time]*. We will close by *[insert time]*.

Catering

[Give details of catering & refreshments if this is being provided (eg sandwich lunch suitable for both vegetarian and non-vegetarian) and provision for those with special diets

Accessibility

[Give details of any accessibility issues getting in/out of the building and the conference room. State whether or not there is a T-loop system for those using hearing aids]. If you have specific concerns or requirements please do not hesitate to get in touch.

Wi-Fi

[Tell people if there is or isn't wi-fi or internet access in the conference room / building. State If there are sockets for people to plug in devices]

Meeting protocol

Please come ready to discuss, listen and share your thoughts. I know you will be happy to operate under Chatham House rules and will of course be respectful of colleagues' opinions.

[state the workshop's policy on tweeting. If tweeting is encouraged, give the hashtag for the event.]

Remote attendance

[state whether or not it is possible to dial into the workshop]

Data protection

[if photographs will be taken at the workshop state how these will be used and ask consent from participants]

Contact

[provide contact details for queries, emergencies on the day]

We look forward to seeing you and thank you for your contribution to this debate.

Sample workshop evaluation forms

Health inequalities behavioural interventions workshop: evaluation sheet

Thank you for your participation today in the Health Inequalities Workshop. The purposes of the workshop were:

- 1) to consider current understanding around health inequalities in *[insert name of country]*
- 2) to work together across departments and relevant agencies to plan future collaborative action in this area.

The workshop focused specifically on health inequalities and non communicable disease - with an emphasis on *[insert topic, eg childhood obesity]*.

1. To what extent did the workshop meet your expectations?

Please tick -1 being not at all and 5 being very well.

| 1 | 2 | 3 | 4 | 5 |
|----------------|---|---|---|---|
| | | | | |
| Comment | | | | |

2. To what extent did the workshop meet the aim of increasing understanding of *[insert the focus of the workshop, as listed in the purposes paragraph above]*

Please tick -1 being not at all and 5 being very well.

| 1 | 2 | 3 | 4 | 5 |
|---------|---|---|---|---|
| | | | | |
| Comment | | | | |

3. To what extent did the workshop meet the aim of increasing understanding of health inequalities generally and how to address them?

Please tick -1 being not at all and 5 being very well.

| 1 | 2 | 3 | 4 | 5 |
|---------|---|---|---|---|
| | | | | |
| Comment | | | | |

4. To what extent did the workshop allow you to begin to consider action to improve actions to address inequalities in [insert the focus of the workshop as listed in the purposes paragraph above]?

Please tick -1 being not at all and 5 being very well.

| 1 | 2 | 3 | 4 | 5 |
|----------|----------|----------|----------|----------|
| | | | | |
| Comment | | | | |

5. How satisfied were you the administration of the workshop?

Please tick -1 being not at all and 5 being very well.

| 1 | 2 | 3 | 4 | 5 |
|----------|----------|----------|----------|----------|
| | | | | |
| Comment | | | | |

6. What advice would you offer to improve the workshop if it was held again?

| | |
|---------|--|
| Comment | |
|---------|--|

7. Any other comments?

| | |
|---------|--|
| Comment | |
|---------|--|

Please return this evaluation sheet to *[insert name etc]*

Thank you for your help.

Health inequalities behavioural interventions workshop: follow-up evaluation sheet

• You may remember that you participated in the Health Inequalities Workshop on *[insert date]*. The purposes of that workshop were:

- 1) to consider current understanding around health inequalities in *[insert name of country]*
- 2) to work together across departments and relevant agencies to plan future collaborative action in this area.
- The workshop focused specifically on health inequalities and non communicable disease - with an emphasis on *[insert topic, eg childhood obesity]*. We are interested in the impact this workshop has had and would appreciate your reflections one month on from this event.

1. Did you find the workshop useful?

1. Not at all
2. Partly useful
3. Definitely useful

• **1a) If you found the workshop partly or definitely useful, in what way has it been useful?**

Comments:

1b. If you did not find the workshop useful, please say why.

Comments:

2. What advice would you offer if further workshops were funded by the EC on health inequalities either in your country or elsewhere?

Comments:

3. How has the workshop changed what you have done or intend to do?

Comments:

Please return this evaluation sheet to *[insert details etc]*

Thank you for your help.

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