

Overview of activity

	Response
Name of activity being assessed	Appointments call for the recruitment of chair to BBSRC Follow-on Fund Committee
Council/department/project team	Research and Innovation Funding Delivery, BBSRC
Aims and objectives of the activity	<p>The aim is to recruit a Chair to the Follow-on Fund Committees</p> <p>This EIA aims to cover the equality considerations associated with advertising the call, application assessment which may include an interview stage (virtual meeting) and the induction of the successful applicant.</p>
Who is affected by your policy/funding activity/event?	<ul style="list-style-type: none"> • Applicants to the call • The bioscience community who have proposals assessed by the Follow-on Fund Committee • BBSRC staff • The public (through investments through assessment by this panel)
What data and consultation have you used to assess the equality impact of your activity?	<ul style="list-style-type: none"> • Consultation with BBSRC's Equality, Diversity and Inclusion lead on barriers to inclusion and potential bias from their perspective. • Consultation with UKRI's Research Culture and EDI strategy teams and BBSRC's Appointments Panel members to ensure the call text and application form is inclusive, maps against the Royal Society 'Resumé for Researcher' headline topics (as part of UKRI's ambition towards narrative approaches to evaluating track records) and is relatable to those from both academia and industry. • Previous consultations, outcomes or lessons learned from similar projects • Previous EIAs both within and outside UKRI

Analysing your impact

In addition to data gathering and consultation, the guidance on protected characteristics should be used to assist in identifying impacts on different groups. Where impact has not been identified in the checklists, general EDI considerations, or where there is impact pertinent to your opportunity or activity, it should be recorded here.

Are there **general or overarching impact on multiple groups**? What actions will you take to increase positive impact, or reduce/mitigate negative impact?

We have ensured the call text includes reference to encouraging applicants from underrepresented groups and to contact BBSRC staff should there be any additional accessibility requests. During the assessment process, guidance regarding personal biases will be provided. Data on applicants will be collected to ensure the process is fair and inclusive and BBSRC staff will monitor membership EDI data moving forward. All efforts will be made to ensure members can participate fully regardless of protected characteristics and any accessibility requests will be assessed on a case-by-case basis.

Protected characteristics

Protected characteristic	Positive impact or opportunity to benefit	Negative impact	Please explain the impact including details of any evidence/data used	Detail actions taken/ that will be taken to increase positive or reduce negative impact (or why action is not possible). Detail how you plan to measure the relevant outcomes and outputs of your activity.
	Leave blank if there is no impact or unknown			
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1) Applicants may worry about being victims of ageism or bias, both older and younger members of the community.	1) Assessment of applications will be based on evidence provided against the criteria in the call text.
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Individuals with a physical impairment may need additional facilities for in-person meetings and virtual meetings. For example, individuals with seeing or hearing impairment, may need additional software such as text to speech software or speech to text software. Individuals who use a wheelchair may need ground floor facilities, lifts and ramps and accessible toilets.</p> <p>2) An estimated 15-20% of the world's population exhibits some form of neurodivergence, this includes those with autism spectrum disorder, ADHD, dyslexia, dyspraxia and other learning disabilities. Individuals who are neurodivergent (ADHD, Autism, Dyslexia etc.) may find standard recruitment calls inaccessible due to formatting of the application form and associated documents or due to the process overall.</p> <p>3) Individuals who are neurodivergent may struggle with in-person meetings due to overwhelming or distracting stimuli</p>	<p>Ensure that meeting invites include a request to alert staff members to any additional accessibility requests. Ensure venues are accessible. Provide access information where appropriate. Closed captions will be available in Zoom meetings, hearing loops can be used in-person.</p> <p>2) Where possible ensure the application form is compatible with assistive technology, ensure questions are well-laid out and make sense and avoid too many black lines and boxes. Other application formats may be requested and will be addressed on a case-by-case basis.</p> <p>3) Ensure there are breaks scheduled regularly during meetings and make it clear that individuals may request additional breaks if necessary. Provide quiet spaces for individuals that may need to decompress. Do not acknowledge stimming behaviours unless invited to do so.</p>

Gender reassignment (Trans identity)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Based on the England and Wales census 2021 data, 262,000 people indicated that their gender identity was different from their sex registered at birth. Additionally, according to a YouGov (2021) survey of 410 trans employees across the UK, 65% said they have had to hide their trans status at work, 32% had experienced discrimination in the last 5 years and 43% had quit because their work environment was unwelcoming.</p> <p>1) Candidates that identify as Trans may avoid applying due to personal information associated with their gender identity/expression being included in their application or due to potential transphobia during recruitment processes.</p> <p>2) Individuals identifying as Trans may wish to use facilities at meeting locations that are gender neutral.</p> <p>3) Individuals may have differing gender identity and gender expression.</p> <p>4) Individuals may wish to change their personal information during their membership term, some of which may be related to their gender identity or gender expression</p>	<p>1) Ensure any transition or trans inclusive diversity policies are publicly promoted and visible on call text/website/media platforms/adverts. Gender neutral language will also be used throughout the application/call for members.</p> <p>2) Ask ahead of the meeting whether there are any additional accessibility requests from attendees. Ensure all BBSRC staff responsible for organising in-person events are aware of any additional requests. Where possible, source venues that have gender neutral facilities regardless of whether specific requests have been made.</p> <p>3) Individuals will be asked to display their preferred pronouns if they are comfortable to, minimising the risk of misgendering. No dress code will be requested for in-person meetings.</p> <p>4) Gender neutral pronouns will be used when requested and all efforts will be made to avoid deadnaming individuals. Confidentiality will be maintained at all times between subgroup members and BBSRC staff, should members wish to disclose any information regarding their gender expression or identity.</p>
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>		

Pregnancy and maternity/paternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>1) Applicants are on parental leave whilst the opportunity is open, potentially affecting their awareness of this opportunity and ability to participate.</p> <p>2) Career breaks in an applicant's track record due to parental leave or caring responsibilities may be seen as negative by the panel.</p>	<p>1) The call for members will be published on the UKRI opportunities webpage but will also be circulated as widely as possible via targeted mailing lists and social media.</p> <p>2) Career breaks will not be seen negatively by the panel. Applicants will be given opportunity to explain career breaks during the application process, should they wish to disclose this. Guidance is provided to the panel to ensure appropriate assessment of applicant track record without bias against career breaks due to parental leave or caring responsibilities.</p>
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Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>UKRI award data and HESA data show that there is a significant underrepresentation of Black researchers within the biosciences. This data also shows a significant overrepresentation of White researchers.</p> <p>1) Due to the significant underrepresentation, we may receive fewer applications from Black researchers, due to a multitude of reasons. We should aim for the Research Committees chairing teams to be representative of the wider Census data but representative of the biosciences at a minimum.</p>	<p>1) Ensure that the application/call is widely advertised via social media and through our existing networks. BBSRC will engage with other existing networks associated with underrepresented groups where possible in order to circulate this opportunity to a wide audience. The selection process will include guidance on eliminating personal biases</p>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Data from the 2021 Census of England and Wales, showed that less than half of the population (46.2%) described themselves as Christian. This is still the largest religious group in England and Wales. 37.2% selected no religion. 6.5% were Muslim and 1.7% Hindu.</p> <p>1) Individuals celebrating certain religious holidays may have less time to apply or prepare for meetings.</p>	<p>1) Ensure the call is open for a sufficient amount of time to allow individuals to apply before or after religious holidays.</p>

Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>According to the CIPD (2021) Good Work Index Report, whilst 85% of heterosexual workers reported 'somewhat' to 'very good' working relationships, this dropped to 80% for LGB+ workers. A higher proportion of LGB+ workers than heterosexual workers (16% vs 10%) reported feeling psychologically unsafe at work.</p> <p>1) Individuals may feel uncomfortable sharing personal information related to their sexual orientation and the information they present in an application form may not align with the information shared during meetings.</p>	<p>1) Ensure confidentiality and trust between individuals and BBSRC staff at all times. Use inclusive language during meetings and within the application/call text. Disclosure of any characteristics is voluntary.</p>
Sex (gender)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>1) There is an almost 50/50 male/female split within the bioscience community based on HESA staff estimates. We should expect an even split of applications and BBSRC will aim to be as representative as possible.</p> <p>2) Caring responsibilities fall disproportionately on women and therefore may have less time to prepare for applications or for meetings.</p> <p>3) Recruitment call texts often include gender- coded language.</p>	<p>1) Ensure targeted mailing lists are balanced. When assessing applications, sex/gender will be considered and single sex panels will be avoided wherever possible (based on applications received).</p> <p>2) The application call will be promoted via social media and will be open for up to 5 weeks to provide some opportunity for people to apply. Meetings dates and times will be shared in advance to allow for planning and preparation for those with caring responsibilities.</p> <p>3) The call text has been assessed using text analyses software such as Gender-Decoder or Textio to remove unconscious bias as much as possible.</p>

Additional characteristics

Additional characteristics	Positive impact or opportunity to benefit	Negative impact	Please explain the impact including details of any evidence/data used	Detail actions taken/ that will be taken to increase positive or reduce negative impact (or why action is not possible).
	Leave blank if there is no impact or unknown			
Geographical location and place (consider UK and international offices)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1) Applicants may be living in areas of the UK with less efficient internet infrastructure (digital/bandwidth inequality), such as rural areas. This could affect their ability to engage virtually during meetings and with the application process.	1) Ensure the application process does not require any programmes or software that depend on fast broadband. Ensure travel and accommodation can be expensed for in-person meetings to encourage participation
Socio-economic status	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1) Members may be unable to rely on expenses to fund their travel and accommodation due to their personal financial resources. This may also interact with geographic location, caring responsibilities and other protected characteristics. This may also affect their remote working abilities due to reliance on effective internet infrastructure.	1) Ensure where possible, meetings are hybrid. Instances where individuals are unable to pay for their own travel and accommodation (before expenses can be made) will be assessed on a case-by-case basis.
Education background	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicants may have varying education backgrounds.	1) BBSRC will avoid using unnecessary jargon and academic language within the application process. Application

				assessment will be based on experience, skills and knowledge, with no requirements for specific qualifications.
Parent/guardian and carer responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1) Individuals with caring responsibilities may need additional time to complete the application.	1) This call will be open for approximately 5 weeks to ensure all applicants will have sufficient time to complete the application.
Political opinion (Northern Ireland only)	<input type="checkbox"/>	<input type="checkbox"/>		
Other characteristics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1) Panel members who do not have English as their first language may experience challenges participating in the interview/inductions.	1) Meetings held virtually will have closed captioning enabled.

Evaluation

Final Decision:	Select the relevant box	Include any explanation / justification required
1. No negative or positive impact identified; therefore, activity will proceed .	<input type="checkbox"/>	
2. Adapt or change the activity in a way which you think will eliminate negative impact or promote equality.	<input checked="" type="checkbox"/>	The activity has been adapted following the actions described in the previous section.
3. Stop the activity because the evidence shows bias or negative impact towards one or more groups.	<input type="checkbox"/>	
4. Barriers and impact identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the activity (e.g. in extreme cases or where positive action is taken). Therefore, you are going to proceed with caution with this activity knowing that it may favour some people less than others, providing justification for this decision.	<input type="checkbox"/>	

Review and sign off

What are the arrangements for monitoring and reviewing the impact of your activity?	This EIA will be regularly assessed by RIFD staff members. It will be assessed when this call for members closes and again when the next recruitment call starts. The EIA will also be reassessed based on any suggestions from applicants or members of the public after its publication.
Next review date:	At call close

Will this EIA be published? * Yes/Not required	Yes
Point of contact:	Jane Hammond jane.hammond@bbsrc.ukri.org
Responsible owner:	Jane Hammond jane.hammond@bbsrc.ukri.org
Accountable owner:	Avril Jellings avril.jellings@bbsrc.ukri.org
Signed off by (name and date):	Avril Jellings 27 August 2024

Before publishing or archiving your EIA, please remove any sensitive information.

Completed EIAs should be emailed to your council EDI team and shared with the central team via [this form](#)

EIAs for ODA and non-ODA ISPF programmes should be emailed to: ISPF@ukri.org

Change log

Name	Date	Version	Change
Jane Hammond	When published	1	