



UK Research
and Innovation

UK Research and Innovation Equality Impact Assessment Form



*See guidance document for detailed support.

* Delete the guidance text in the response column when completing your EIA.

Overview of activity

	Response
Name of activity being assessed	Appointments call for the recruitment of members to BBSRC Equality, Diversity and Inclusion Expert Advisory Group (EDI EAG)
Council/department/project team	Skills and Careers Unit, BBSRC
Aims and objectives of the activity	<p>The aim is to recruit members to the EDI EAG.</p> <p>This EIA aims to cover the equality considerations associated with advertising the call, application assessment and the induction of successful applicants. A separate EIA is currently being updated by the EDI EAG Secretariat for the EDI EAG Panel meetings.</p> <p>The purpose of the EDI Advisory Group is to provide expert external advice and guidance to BBSRC on its approach to improving EDI in the bioscience research and innovation community.</p> <p>There are two aspects to this equality impact assessment:</p> <ol style="list-style-type: none"> 1) Ensuring the advertising of the vacancies attracts a diverse range of applicants from different sectors and does not disadvantage or prevent participation from any particular groups. 2) Ensuring the assessment criteria and decision-making processes for appointment to the EDI EAG are objective, transparent, and robust.
Who is affected by your policy/funding activity/event?	<p>Short Term: Anyone who applies to a position on the BBSRC EDI Expert Advisory Group.</p> <p>Long Term: The public, through steer provided by the group relating to public research funding policy.</p>
What data and consultation have you used?	<ul style="list-style-type: none"> • Consultation with BBSRCs EDI EAG and BBSRCs Equality, Diversity and Inclusion internal group on barriers to inclusion and potential bias from their perspective. • Consultation with BBSRCs EDI EAG Chair to consider the number of vacancies, expertise required, and diversity of sectors to draw from. • Consultation with People And Talent Strategy Advisory Panel (PAT SAP) and PAT SAP Researcher Subgroup secretariats to understand potential barriers to application and participation, and act where possible.

	<ul style="list-style-type: none"> • Previous consultations, outcomes or lessons learned from similar projects. • Previous EIAs both within and outside UKRI <p>BBSRC is committed to equality and inclusion and to enable participation for everyone who applies to our advisory groups and those who are involved in the selection and appointments. To facilitate this, we adopt the following principles:</p> <ul style="list-style-type: none"> • The call is open to everyone and published on the BBSRC website where anyone can access it. • The call will be advertised to the BBSRC community, including (but not exclusively) to groups where individuals have already expressed an interest in being involved in BBSRC discussions on EDI. • The UKRI-BBSRC website conforms to accessibility requirements for websites, including the ability to adjust the text size or use a text reader on the page. • The terms of reference for the EDI Advisory Group clearly states the expectations and criteria for membership. Selection and appointment are made against these pre-published criteria. • Applications are assessed by a panel with relevant expertise, individually in the first instance and as a group thereafter, to ensure robust and fair decision making. • Every attempt is made to ensure that conditions which create bias are eliminated from the assessment process, e.g., building in plenty of breaks into the assessment meeting to prevent tiredness affecting decision making. • BBSRC is committed to enabling participation for people with alternative work patterns, including reduced working hours. • Individuals are asked to inform BBSRC if they have any additional needs to enable applications to be submitted and to aid attendance/participation at meetings.
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Analysing your impact

In addition to data gathering and consultation, the guidance materials should be used to assist in identifying impacts on different groups.

Protected characteristics

Protected characteristic	Positive impact or opportunity to benefit	Negative impact	Please explain the impact or why there is no 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"/>	Applicants may worry about being victims of ageism or bias, both older and younger members of the community	Assessment of applications will be based on evidence provided against the criteria in the call text and to ensure there is an appropriate age representation, the call will be open to all career stages which is explicitly stated in the call text.
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>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>Applicants with visual disabilities may find it difficult to access and view the electronic advert and/or complete the online application form.</p>	<p>Ensure the application form is compatible with assistive technology, ensure questions are well-laid out and make sense and also avoid too many black lines and boxes. Make it clear that other application formats may be requested at any time and will be addressed on a case-by-case basis.</p> <p>BBSRC can provide a printed version of the application form to anyone who is unable to complete it online.</p>
Gender reassignment (Trans identity)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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	Ensure any transition or trans inclusive diversity policies are publicly promoted and visible on call text/website/media platforms/adverts. Gender neutral language

			<p>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>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>	will also be used throughout the application/call for members.
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>		
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Applicants may be on parental leave whilst the opportunity is open, potentially affecting their awareness of this opportunity and ability to participate.</p> <p>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>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. The call will be open for as long as feasibly possible and going forward, a call for new members will be launched at least every 2 years.</p> <p>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>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UKRI award data and HESA data show that there is a significant underrepresentation of Black researchers within the biosciences. This	Ensure that the application/call is widely advertised via social media and through our existing networks. BBSRC will engage with

			<p>data also shows a significant overrepresentation of White researchers.</p> <p>Due to the significant underrepresentation, we may receive fewer applications from Black researchers, due to a multitude of reasons. We should aim for the EDI EAG memberships to be representative of the wider Census data but representative of the biosciences at a minimum.</p>	<p>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>Individuals celebrating certain religious holidays may have less time to apply.</p>	<p>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>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>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	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>There is an almost 50/50 male/female split within the bioscience community based on</p>	<p>Ensure targeted mailing lists are balanced. Based on the current membership, we have</p>

			<p>HESA staff estimates. We should expect an even split of applications and BBSRC will aim to be as representative as possible.</p> <p>Caring responsibilities fall disproportionately on women and therefore may have less time to prepare for applications.</p> <p>Recruitment call texts often include gender-coded language.</p>	<p>encouraged applications from men. When assessing applications, sex/gender will be considered and single sex panels will be avoided wherever possible (based on applications received).</p> <p>The application call will be promoted via social media and will be open for up to 6 weeks to provide some opportunity for people to apply.</p> <p>The call text has been assessed using text analyses software such as GenderDecoder or Textio to remove unconscious bias as much as possible.</p>
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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"/>	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 with the application process	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 type="checkbox"/>		



Education background	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicants may have varying education backgrounds.	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 responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Caring responsibilities fall disproportionately on women and therefore this is likely to interact with gender. Individuals with caring responsibilities may need additional time to complete the application.	This call will be open for approximately 6 weeks to ensure all applicants will have sufficient time to complete the application.
Carer/parent carer responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Caring responsibilities fall disproportionately on women and therefore this is likely to interact with gender. Individuals with caring responsibilities may need additional time to complete the application.	This call will be open for approximately 6 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 type="checkbox"/>		



Are there **general or overarching impacts 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 as a separate exercise. 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. Disclosure of any EDI characteristics is voluntary, and we do not use any EDI data as part of the assessment process. BBSRC will only use the relevant information shared by the applicants in their responses to the questions and if this includes reference to protected characteristics, BBSRC may take this into account because the applicant has deemed it relevant to include.



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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"/>	

Continued below...



Review and sign off

What are the arrangements for monitoring and reviewing the impact of your activity?	This EIA will be regularly assessed by SCU 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	Emily Finnegan Emily.finnegan@bbsrc.ukri.org Clare Bhunnoo Clare.bhunnoo@bbsrc.ukri.org
Signed off by (name and date):	Clare Bhunnoo 30/09/2024

Change log

Name	Date	Version	Change
Emily Finnegan	When published	1	