

EPSRC - Equality Impact Assessment

Question	Response
1. Name of policy/funding activity/event being assessed	Sustainable Manufacturing – Call
2. Summary of aims and objectives of the policy/funding activity/event	Aim of this call is to fund awards focused on sustainable manufacturing research. It will be a two-stage process: outline followed by invitation to submit a full proposal
3. What involvement and consultation has been done in relation to this policy? (e.g. with relevant groups and stakeholders)	Manufacturing the Future Team Manufacturing the Future Strategic Advisory Team
4. Who is affected by the policy/funding activity/event?	Individuals who work within the manufacturing research community; External reviewers and panellists.
5. What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?	The result of this call will be reviewed within the team and the SAT. Researchfish and other outputs could also be used for an impact study if appropriate

As a funder of research, EPSRC remain committed to attracting the best potential researchers from a diverse population into research careers. The Research Councils have together developed the ambitious [RCUK Equality, Diversity and Inclusion Action Plan](#) to outline our collective aspirations for working with the research community, and partners throughout the sector. For policy changes, funding activities and events EPSRC will aim to:

- Select venues that are accessible and where possible accommodate any specific requirement in our planning and organisation of an initiative to support wider participation.
- Offer support available for people with caring responsibilities, further details are available [here](#)
- Clearly communicate the timeline and key milestones for funding activities
- Ensure attendees have an opportunity to raise any specific requirements in advance e.g. cover letter and joining instructions
- Support for flexible working of stakeholders
- Ensure diversity of peer review assessment and interview panels
- Abide by the Principles of peer review
- Unconscious Bias training for EPSRC staff and clear guidance for assessors
- Handle personal sensitive information in compliance with General Data Protection Regulation 2018

			<p>with caring responsibilities will be followed and panel members and applicants will be made aware of these.</p> <p>Panellists will be informed if a panel meeting is to be held virtually as far in advance as possible. If this happens we reserve the right to change the timetable of the meeting to take into account individual circumstances and allow additional time for breaks and technical issues.</p>
Race	None Identified		Standard EPSRC policies will be followed, including making panellists aware of actions to take to minimise the effect of unconscious biases.
Religion or belief	Potentially Negative		<p>Dates for interviews will be checked and chosen to avoid clashes with major religious events where possible.</p> <p>Call will be left open long enough that completion of proposals does not conflict with any religious holidays.</p>
Sexual orientation	None Identified		Standard EPSRC policies will be followed.
Sex (gender)	<p>Panel member selection – positive</p> <p>Assessment process – potentially positive</p>		<p>Standard EPSRC policies regarding panel member selection and assessment of proposals will be followed.</p> <p>Gender neutral language will be used throughout and will be encouraged at panel meetings.</p>
Age	None Identified		Standard EPSRC policies will be followed.
Additional aspects (not covered by a protected characteristic)	Caring Responsibilities – Potentially Negative	Panellists and applicants may have reduced availability due to COVID-19 pandemic if they have to care for a vulnerable person or schools remain	In mitigation, the outline stage closing date falls outside the school summer holiday period. Applicants have 8 weeks (from opening to closing date of Outline

		<p>closed as part of Government Guideline.</p>	<p>stage) to submit. The full proposal stage is open out of school term and reviewers may be pre-approached.</p> <p>Dates for panels will be outside of school holidays wherever possible.</p> <p>Panellists will be informed in advance if a panel meeting is to be held virtually.</p> <p>Timetable of key dates will be made available to applicants and panellists as far in advance as possible.</p>
	<p>Zoom Panel Meetings – Potentially Negative</p>		<p>Guidance will be provided to panellists – best practice and tools that can be used such as the hand raising and mute functions.</p> <p>‘Test runs’ will be offered to those who have not used Zoom before.</p> <p>Extra time will be allowed to assist with cognitive load and ‘short term’ technical difficulties.</p> <p>Contingency plans will be put in place if Zoom cannot be used.</p> <p>Learning from virtual panels held prior to this, will be incorporated to improve the process.</p>

Evaluation:

Question	Explanation / justification	
Is it possible the proposed change in policy, funding activity or event could discriminate or unfairly disadvantage people?	There is a potential, as outlined above, that some individuals may be disadvantaged.	
Final Decision:	Tick the relevant box	Include any explanation / justification required
1. No barriers identified, therefore activity will proceed .		
2. You can decide to stop the policy or practice at some point because the data shows bias towards one or more groups		
3. You can adapt or change the policy in a way which you think will eliminate the bias		
4. Barriers and impact identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g. in extreme cases or where positive action is taken). Therefore you are going to proceed with caution with this policy or practice knowing that it may favour some people less than others, providing justification for this decision.	✓	This activity must go ahead and so everything has been done to be as fair and flexible as possible to all applicants. We will promote and inform as early as possible, and take circumstances into due account when necessary.

Will this EIA be published* Yes/Not required (*EIA's should be published alongside relevant funding activities e.g. calls and events:	Yes
Date completed:	22 February 2021
Review date (if applicable):	

Change log

Name	Date	Version	Change
Stephen Gilligan	When published	1	