

## PAT SAP Researcher Subgroup Equality Impact Assessment

### Questions:

Question	Response
<b>1. Name of policy/funding activity/event being assessed</b>	People and Talent Strategy Advisory Panel Researcher Subgroup (PAT SAP Researcher Subgroup/PAT SAP RS) (formally known as PAT SAP Early Career Researcher Subgroup)
<b>2. Summary of aims and objectives of the policy/funding activity/event</b>	<p>Quarterly meetings are held with the Subgroup and BBSRC staff to discuss issues related to researcher careers and development and contribute to the development and implementation of BBSRC strategic programmes for researchers. The Subgroup maintains a close relationship with PAT SAP, providing advice and input where appropriate.</p> <p>Subgroup members tend to be in the earlier stages of their careers and development, but post-PhD. Established researchers with principal investigator positions are excluded from the remit of the Subgroup. Due to the time limit on Subgroup membership, regular recruitment calls are required to refresh the Subgroup. Ideally, the diversity of the Subgroup should be reflective of the researcher community that they represent.</p> <p>Recruitment to the Subgroup follows a process previously approved of by BBSRC Appointments Board. Appointments are made by the Chair of the Subgroup, the Chair of PAT SAP, and the Head of the BBSRC Skills and Careers Unit.</p> <p>This Equality Impact Assessment covers the new round of recruitment and the long term running of the subgroup:</p> <ul style="list-style-type: none"> <li>• Ensuring the advertisement of Subgroup vacancies attracts a diverse range of applicants from different sectors and does not disadvantage or prevent participation from any particular groups</li> <li>• Ensuring the assessment criteria and decision-making processes are objective, transparent, and robust, and at their core hold inclusivity and equity in the appointment of members</li> <li>• Ensuring that Subgroup members are able to attend Subgroup meetings. Most meetings are likely to remain virtual for the time being. However, one annual in-person meeting would be desirable, COVID-19 permitting. We must enable Subgroup members to access all meetings with ease regardless of geographical location, caring responsibilities, religious celebrations and other reasonable potential conflicts.</li> <li>• Ensuring that all Subgroup members are able to contribute during Subgroup meetings and a clear code of conduct is communicated to Subgroup meeting attendees.</li> <li>• Recognise if there are any additional needs that must be met to ensure equity in the opportunity to contribute and belong to the Subgroup</li> </ul>
<b>3. What involvement and consultation has been done in relation to this policy? (e.g. with relevant groups and stakeholders)</b>	<p>No new consultations have occurred for this round of recruitment. However, the following individuals were consulted for a previous recent recruitment round (Spring 2021):</p> <ul style="list-style-type: none"> <li>• Rachel Obrike (Senior Portfolio Manager for BBSRC Appointments Board allocations at time of consultation)</li> <li>• The People and Talent Strategy Advisory Panel</li> <li>• Karen Liu (Chair of the People and Talent Strategy Advisory Panel Researcher Subgroup).</li> </ul>

	<p>By consulting with these different groups and individuals, a fully equitable and assured process has been undertaken. The advert has been developed using the previous call for members as a template, as well as in consultation with UKRI Communications to ensure that the language of the advert ensures inclusivity and openness for opportunity.</p> <p>When the meetings take place in person, consultation with BBSRC events management team will continue to ensure that the Subgroup meetings take place in a way that does not create barriers for attendance and supports participation from a diverse range of people. During the Zoom online meetings, organisation of such meetings are done in consultation with the Chair and the Subgroup to ensure that all considerations such as time away from work as a result of caring responsibilities are not prohibiting to individuals attending the online meeting.</p> <p>BBSRC is committed to equality and inclusion and to enable participation for everyone interested in applying to the Subgroup, and subsequently those that apply to the Subgroup.</p> <p>To facilitate this, we adopt the following principles:</p> <ul style="list-style-type: none"> <li>• The recruitment call is advertised broadly using social media (Twitter, LinkedIn), the BBSRC website, direct emails and newsletter updates to reach the widest possible audience including BBSRC institutes, SPUs, KTP and CTP partners, NIBBS, UKRI ECR forum members, Discovery Fellows and Vitae.</li> <li>• The advert, website and associated documents clearly state the expectations and criteria for the role</li> <li>• Selection and appointment is made against pre-published criteria outlined in the recruitment call</li> <li>• The BBSRC website conforms to accessibility requirements for websites, including the ability to adjust the text size or use a text reader on the page and there is alternative text available for images that might be relevant to the post: no images will be used in the advert.</li> <li>• Subgroup members are asked to indicate if they have any requirements that BBSRC needs to be aware of that may prevent their attendance or participation in meetings</li> </ul>
<p><b>4. Who is affected by the policy/funding activity/event?</b></p>	<p>Anyone who applies to a position on the Subgroup and current members of the Subgroup</p>
<p><b>5. What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?</b></p>	<p>This Equality Impact Assessment will be reviewed before each recruitment round to determine if BBSRC can improve the inclusion and diversity of the Subgroup. It has been reviewed again to ensure this round of recruitment follows the principles of EDI.</p> <p>Changes will be made where they would improve the understanding or the inclusivity of the document. Anonymised diversity data are monitored throughout the process of application.</p> <p>The data analysis covers:</p> <ul style="list-style-type: none"> <li>• Applicant demographic data to monitor diversity of applicants</li> <li>• The diversity of those who are recommended for a position</li> <li>• The diversity of those who successfully obtain a position and ensuring that those who identify with having a disability have the adequate facilities to ensure full participation in the Subgroup</li> </ul> <p>These data are used to monitor trends throughout each call for Subgroup members to provide evidence that our processes are inclusive, and to indicate</p>

where improvements can be made as an iterative process to ensure continued inclusivity of the Subgroup.

Protected Characteristic Group	Is there a potential for positive or negative impact?	Please explain and give examples of any evidence/data used	Action to address negative impact (e.g. adjustment to the policy)
Disability	Potential Negative	People with visual disabilities may find it difficult to access and view the advert or application form	Indicate on the advert that we can accept a printed version of the application form from anyone who is unable to complete it online
	Potential Negative	People with physical disabilities may find it difficult to access Subgroup meeting venues	<ul style="list-style-type: none"> <li>• The chosen venues are easily accessible to main rail/air links. The option to take part in Subgroup meetings via tele or video conference is available.</li> <li>• Rooms used are light and airy.</li> <li>• Plenty of breaks are built in to meeting agendas</li> <li>• There is the possibility of Subgroup members who are visually impaired to use screen readers</li> </ul>
Gender reassignment	No known negative impact		
Marriage or civil partnership	No known negative impact		
Pregnancy and maternity	Potential Negative	Participants may be disadvantaged and unable to attend if they have caring responsibilities	<ul style="list-style-type: none"> <li>• The option to take part in Subgroup meetings via tele or video conference is available</li> <li>• Indicate that if required it is possible to defer Subgroup membership to the following year and/or pause membership throughout parental leave</li> </ul>
Race	No known negative impact		
Religion or belief	Potential Negative		<ul style="list-style-type: none"> <li>• BBSRC is aware of the calendar of religious observances; meetings will be arranged to avoid conflict with these occurrences.</li> <li>• The venue will have an appropriate area for pray, if requested.</li> </ul>
Sexual orientation	No known negative impact		

<b>Sex (gender)</b>	Potential Negative	Gender bias may exist in the assessment process	<ul style="list-style-type: none"> <li>• Ensure that the assessment Subgroup has both male and female representation</li> <li>• Ensure that the gender balance reflects that of community</li> <li>• Ensure applications are treated consistently regardless of gender of applicant through effective moderation</li> <li>• Ensure all Subgroup members have the opportunity to contribute equally</li> </ul>
<b>Age</b>	Potential Negative	Age bias may exist in the assessment process as the group is aimed at researchers in an earlier stage of their career than is typically represented on other advisory groups.	<ul style="list-style-type: none"> <li>• Ensure that the assessment Subgroup has a diverse range of ages on the Subgroup</li> <li>• Ensure that the age diversity reflects that of community</li> <li>• Ensure applications are treated consistently regardless of age of the applicant through effective moderation</li> <li>• Ensure all Subgroup members have the opportunity to contribute equally</li> <li>• The venue is easily accessible to main rail/road/air links</li> </ul>
	Potential Positive	By targeting researchers earlier in their career the activity provides the opportunity for those that otherwise would not have the opportunity to contribute to our other existing advisory panels.	

<b>Non-Protected Characteristic</b>	<b>Is there a potential for positive or negative impact?</b>	<b>Please explain and give examples of any evidence/data used</b>	<b>Action to address negative impact (e.g. adjustment to the policy)</b>
<b>Caring responsibilities</b>	Potential Negative	Subgroup members may be disadvantaged and unable to attend if they have caring responsibilities	<ul style="list-style-type: none"> <li>• Expectations and dates for all Subgroup meetings are set as far in advance as possible, allowing preparation for participants to cover caring and other responsibilities</li> <li>• The option to take part in Subgroup meetings via tele or video conference is available</li> <li>• Ensure school holiday dates are taken into account when</li> </ul>

			considering Subgroup meeting dates <ul style="list-style-type: none"> <li>• BBSRC Policies state that the cost of additional caring responsibilities while on BBSRC business can be reclaimed</li> </ul>
<b>Socioeconomic status</b>	Potential Negative	Participants may be disadvantaged and unable to attend physical meetings if they have monetary concerns regarding travel and/or alternative caring provisions during the meeting	<ul style="list-style-type: none"> <li>• Ensure full clarity and openness regarding BBSRC Policies stating that the cost of additional caring responsibilities while on BBSRC business can be reclaimed</li> <li>• Expectations and dates for all Subgroup meetings are set as far in advance as possible, allowing preparation for participants to cover caring and other responsibilities</li> <li>• The option to take part in Subgroup meetings via tele or video conference is available</li> <li>• The venue is easily accessible to main rail/road/air links</li> <li>• A per diem is offered to Subgroup members for each meeting attended to reflect the time cost of participation</li> <li>• Reasonable travel expenses to in-person meetings can be reimbursed</li> </ul>

## Evaluation:

Question	Explanation / justification	
Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people?	Where it has been identified that there could be potential negative impacts, the appropriate measures have been undertaken to ensure that these are addressed properly.	
Final Decision:	Tick the relevant box	Include any explanation / justification required
1. No barriers identified, therefore activity will <b>proceed</b> .		
2. You can decide to <b>stop</b> the policy or practice at some point because the data shows bias towards one or more groups		
3. You can <b>adapt or change</b> the policy in a way which you think will eliminate the bias	<b>x</b>	Some groups may be disadvantaged but mitigations have been put in place. Support will be provided to individuals where these are identified.
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 <b>proceed with caution</b> with this policy or practice knowing that it may favour some people less than others, providing justification for this decision.		

<b>Will this EIA be published* Yes/Not required</b> (*EIA's should be published alongside relevant funding activities e.g. calls and events:	<b>Yes</b>
<b>Date completed:</b>	<b>05/10/2021</b>
<b>Review date</b> (if applicable):	<b>Before each recruitment call</b>

Change log:Name	Date	Version	Change
ECR subgroup – Equality Impact Assessment_final	19 February 2020	Final	No change
ECR subgroup-EIA-Nov20_vs1.1	27 November 2020	Draft vs1.1	Modifications around ensuring complete comprehensive assurance of equity, equality, diversity and inclusivity of application, assessment and appointment to the Subgroup.
Equality Impact Assessment PAT SAP RS	5 October 2021	1.0	Updated to reflect most recent recruitment call, including extra considerations and wider advertisement.