



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	Alternative Proteins Innovation and Knowledge Centre (IKC). (Alternative Proteins IKC workshop event with both online and in-person attendance, application process, internal UKRI sift, external peer review, external panel meeting, interview panel).
Council/department/project team	BBSRC (lead), Innovate UK.
Aims and objectives of the activity	<p>The funding activity is looking to establish a single Alternative Proteins IKC that enables and supports collaborative research partnerships between businesses and academic researchers to accelerate and promote business exploitation of the emerging and rapidly growing field of alternative proteins. The IKC will provide a nucleating point for the emergence and further growth of the alternative protein industry in the UK, by creating a knowledge-rich environment in which business can collaborate with academics and other businesses to create the next generation of alternative protein products and technologies as they emerge from the science base.</p> <p>There are four aspects to this equality impact assessment:</p> <ol style="list-style-type: none"> 1) ensuring that the submission and awarding processes are free from unintentional bias 2) ensuring that the eligibility criteria are clear and are objectively justified*. (*A prerequisite for the academic leads of the IKC is to have an established reputation in the relevant scientific fields) 3) providing rigorous assessment of this major investment through monitoring/governance panel 4) identifying any potential barriers to attendance and participation in the call, the workshop and the assessment and awarding process as below: <ul style="list-style-type: none"> • meeting duration - ensuring an appropriate duration to facilitate good environmental conditions for networking at the workshop and assessment and inclusion at the panel meeting and interview • venue location for the workshop and arrangements to accommodate needs throughout the opportunity launch and assessment process • broad ranging panel membership • meeting management/Chair/robust assessment criteria <p>Considerations:</p>

	<ul style="list-style-type: none"> • to ensure that the workshop event does not create barriers for attendance and participation from a diverse range of people • to ensure that the membership of the reviewing Panel is diverse and is representative of industry, academia and scientific discipline, in addition to institutional and regional representation • to raise awareness of the environmental conditions that introduce bias into the decision-making process • ensure the panel Chair communicates the programme’s commitment to ensuring objective and robust decision making and is committed to eliminating bias when observed in the process • to ensure that applicants are aware of BBSRC’s commitments to equality and inclusion
<p>Who is affected by your policy/funding activity/event?</p>	<ul style="list-style-type: none"> • workshop attendees and individuals who register their interest in the workshop • applicants to the funding opportunity • external peer reviewers, panel members and Chairs • BBSRC and Innovate UK employees working on the opportunity • stakeholders across policy, business and third sectors working with applicants on the opportunity, providing letters of support or acting as project partners, or those who are likely to be impacted by the outcomes from the opportunity
<p>What data and consultation have you used?</p>	<p>The equality impact assessment for the Alternative Proteins IKC opportunity was developed in consultation with BBSRC’s Equality, Diversity and Inclusion Team using learnings from several equality impact assessments from other BBSRC funding opportunities.</p> <p>Additionally, the Alternative Proteins IKC opportunity and equality impact assessment have been designed in consultation with:</p> <ul style="list-style-type: none"> • programme partners (Innovate UK) who, along with BBSRC, have endorsed the call design and assessment process • the BBSRC events team, to ensure that the workshop event does not create barriers for attendance and participation from a wide range of people • BBSRC’s delivery team

Analysing your impact

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



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

BBSRC and Innovate UK remain committed to support the best potential researchers from a diverse population to be able to engage with the Alternative Proteins IKC opportunity, and all associated events. BBSRC recognises that some actions can affect more than one protected characteristic and therefore have:

- developed the equality impact assessment in consultation with BBSRC's Equality, Diversity and Inclusion Team to support UKRI's EDI objectives
- selected a venue for the Alternative Proteins Workshop that is accessible, and where possible, can accommodate for specific requirements to support wider participation
- provided an opportunity for all participants to inform staff if they have any additional needs to enable attendance or participation
- designed all events to have a virtual element to support those who are not able to attend events in-person

BBSRC and Innovate UK will continue to:

- clearly communicate the timeline and key milestones for funding activities, and advertise these widely to reach the largest possible audience
- encourage consideration of UKRI's EDI objectives within applications, including via reporting during the lifetime of the Alternative Proteins IKC through Key Performance Indicators
- support and encourage panel members to follow best practice in taking positive steps to safeguard funding decisions. Staff will work closely with the Panel Chair(s) to agree approaches that are designed to minimise opportunities for bias and improve transparency of the decision-making process. This includes managing environmental conditions, such as providing appropriate breaks
- ensure diversity of peer review assessment, panels and interviews

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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 type="checkbox"/>		
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>BBSRC recognises that disability has a diverse spectrum. Specific examples of barriers are provided below but are not intended to cover this spectrum in its entirety.</p> <p>Difficulties attending events, meetings, or panels.</p> <p>Individuals who have a visual disability may find it difficult to access and view the electronic adverts, attend events / meetings / panels,</p>	<p>We encourage individuals to communicate their needs and we will make reasonable adjustments where possible. Please contact business.unit@bbsrc.ukri.org.</p> <p>Events and meetings will be held in a hybrid format or will be entirely virtual, with attendees being able to join virtually. Events will also be recorded where possible, preventing any venue-based limitations. In the registration form for the workshop attendees can request adjustments to ensure they are able to fully participate.</p> <p>Arrangements will be made for closed captioning (cc) for those with hearing impairments attending virtually to events or meetings or panels.</p>

			<p>view online documentation, and complete the online application form.</p> <p>Potential for difficulties with concentration.</p>	<p>Arrangements will be made to record events and provide these to members who cannot attend. Furthermore, appropriate colour and text will be arranged for those with visual impairments.</p> <p>Alternatively, BBSRC will provide a printed version of the documentation and guidance to anyone who is unable to view or complete it online.</p> <p>Communications (e.g., from events) will be recorded and shared online and modified versions can be shared upon request (cc, alternative font, font size, font colour).</p> <p>BBSRC will ensure that plenty of breaks are built into each activity (e.g., comfort breaks and a substantial lunch break).</p>
Gender reassignment (Trans identity)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Call text and guidance should not be skewed towards a specific gender.</p> <p>Action should be taken to avoid misgendering individuals.</p>	<p>Gender neutral pronouns are used in the text relating to the call and are expected to be used in applications.</p> <p>Panel members will be asked to display their preferred pronouns if they are comfortable to, minimising the risk of misgendering.</p>
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>		
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Difficulties attending the events or meetings or panels.</p>	<p>Events will all have a virtual attendance option and will be recorded to allow any attendees who cannot attend in person to participate virtually from any location. This will include events, such as the workshop,</p>

			<p>Requirement for regular breaks.</p> <p>Applicants may feel uncomfortable applying knowing that they are going on parental leave soon.</p>	<p>meetings, and panels. Additionally, events will be recorded where possible to allow any attendees who cannot make them to view them.</p> <p>BBSRC will ensure that plenty of breaks are built into each activity (e.g., comfort breaks and a substantial lunch break). Applicants, panel members and staff are encouraged to request and take comfort breaks as required.</p> <p>UKRI policy ensures that grant extensions, and movement of start dates are available to individuals who have been on and, or, are going on maternity or parental leave.</p>
Race	<input type="checkbox"/>	<input type="checkbox"/>		
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Key dates for the call could coincide with some religious holidays.	Care has been taken to ensure that key call dates and panels do not fall on cultural and religious holidays where possible. Where any religious holidays do fall within the timelines that the call is open for we have ensured that the call is open for sufficient duration around these holidays.
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>		
Sex	<input type="checkbox"/>	<input type="checkbox"/>		

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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 type="checkbox"/>	Bringing individuals from a variety of geographical locations together for a physical meeting can represent a barrier to attendance.	For all events, panels and interviews there will be an option to attend virtually, ensuring individuals are able to participate independent of their geographical location. There will also be the option to receive materials for suitable events afterwards, for example a recording of the workshop event will be shared so that this can be accessed at anytime in any location following the workshop.
Socio-economic status	<input type="checkbox"/>	<input type="checkbox"/>		
Education background	<input type="checkbox"/>	<input type="checkbox"/>		
Parent/guardian responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Childcare management during events, meetings, panels and interviews, application writing, and preparation for panels.	Where possible events, meetings, panels and interviews are scheduled within the times of a normal working day and outside of school holidays, and time schedules at these will be strictly adhered to. Additionally, UKRI Policy states that the cost of additional caring responsibilities while on BBSRC business can be reclaimed.

			<p>Potential difficulties with application preparation, meeting or panel preparation or attendance, completion of peer review activities, due to school holidays and childcare management.</p>	<p>Within the confines of the budget spend requirements, the funding opportunity has been designed to allow the maximum possible time during each stage of the call (pre-announcement, full proposal application, peer review stage, panel meeting and interviews), whilst safeguarding robust and transparent peer review.</p> <p>School Christmas holidays may present a barrier for some applicants at the full proposal stage due to childcare arrangements. Care has been taken to ensure sufficient duration around this holiday.</p> <p>School Easter holidays may present a barrier for some panel members due to childcare arrangements. Care has been taken to ensure sufficient duration and flexibility around this holiday.</p>
<p>Carer/parent carer responsibilities</p>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Reviewers, committee members and applicants may find it difficult to participate if they have caring responsibilities.</p>	<p>Expectations and dates for all aspects of the process are set out as far in advance as possible, allowing for preparation for participants to cover any caring responsibilities.</p> <p>Where possible, UKRI-BBSRC aims to schedule meetings in standard working hours and always aims to work to the agenda to maintain to event timings.</p> <p>For panel assessment: UKRI-BBSRC will pay the cost of reasonable caring</p>



				responsibilities incurred while on UKRI-BBSRC business.
Political opinion (Northern Ireland only)	<input type="checkbox"/>	<input type="checkbox"/>		
Other characteristics	<input type="checkbox"/>	<input type="checkbox"/>		

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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 type="checkbox"/>	
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 checked="" type="checkbox"/>	This activity will include mitigating actions to attempt to eliminate bias. We have also discussed the potential barriers with Equality, Diversity, and Inclusions teams within BBSRC to understand potential barriers before designing the processes.

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Review and sign off

<p>What are the arrangements for monitoring and reviewing the impact of your activity?</p>	<p>The equality impact assessment will be continuously reviewed throughout the activities listed as part of the Alternative Proteins IKC opportunity. BBSRC will assess feedback from panel members, applicants, and BBSRC staff for each planned activity and assessment stage. BBSRC will continue to encourage those engaged with the funding opportunity to communicate potential barriers, and BBSRC endeavours to make associated reasonable adjustments where possible.</p> <p>BBSRC and Innovate UK aims to monitor and evaluate the outcomes and impacts as well as the success of the funding opportunity through ResearchFish and the monitoring of each project via attendance at advisory boards as well as regular contact with project leads.</p> <p>Through BBSRC and Innovate UK, there will be continued monitoring against the conditions that may introduce bias into the programme and create barriers for participation. Information will be gathered from meeting participants about any additional requirements they may need in order to fully participate.</p>
<p>Next review date:</p>	<p>At call close (28th February 2024)</p>
<p>Will this EIA be published?</p>	<p>Yes</p>
<p>Point of contact</p>	<p>Business Interaction Unit (BBSRC): Business.unit@bbsrc.ukri.org</p>
<p>Signed off by (name and date):</p>	<p>Ruth Nottingham 12th December 2024</p>



Before publishing or archiving your EIA, please remove any sensitive or confidential information such as personal identifiable data.

Once your EIA is completed or updated:

1. Email it to your council EDI team and
2. Upload it to the UKRI central repository via the EIA submission form

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

Change log

Name	Date	Version	Change
Ruth Nottingham	When published	1	

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Action plan

Use the table below to define the actions you intend to take (or have taken) to address the indications of negative impact you have identified or to promote equality. Actions should be SMART (Specific, Measurable, Achievable, Realistic, Time-bound).

Action	Deadline	Owner	How will it be monitored?	What is/will be the impact/outcome?