



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	OPP900- Research to Advance UK Recycling Capabilities
Council/department/project team	EPSRC
Aims and objectives of the activity	<p>This EIA is being produced to cover a funding opportunity that requires us to consider equality as part of advertising, application process, external review, building a panel, hosting panel meetings and all other related activities.</p> <p>The aim of this opportunity is to fund research to accelerate UK recycling capabilities in order to support the development of more energy-efficient, scalable, environmentally sustainable, and economically viable recycling systems. The opportunity is open to any project addressing a research challenge related to advancing any section of the recycling system from collection, through sorting and separation, to material recycling in the UK.</p>
Who is affected by your policy/funding activity/event?	This funding opportunity spans several areas of EPSRCs remit, therefore members of the EPSRC community in these sub-disciplines and those in related disciplines are affected. Project partners, comprising for example overseas universities, industry, local authorities or devolved administration, could be impacted by the funding decisions and resulting research outcomes. Applicants, panel members, awardees, members of the research community, research council staff, stakeholders of any successful project.
What data and consultation have you used?	<ul style="list-style-type: none">• Manufacturing and Circular Economy Theme• Representatives from the Department of Environment, Food and Rural Affairs (Resources and waste science) and their counterparts in the devolved nations.• 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 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 type="checkbox"/>	None identified. We will follow Standard EPSRC/UKRI policies and there are no limitations around age in place on applications to this funding opportunity.	<p>EPSRC’s panel members receive a briefing on unconscious bias in advance of the panel. EPSRC panel convenors will remain vigilant to, and address, any bias during the assessment process, both at postal peer review and panel stage.</p> <p>Applicants are encouraged to raise any issues with reviews in advance of the panel so that they can be addressed. More information about EPSRC’s commitment to ensuring fairness in peer review can be found here. EPSRC have recently published a 3-year EDI action plan which includes actions related to peer review to reduce the likelihood of bias impacting on decision making. Co-creation and stakeholder engagement is part of this funding opportunity. Guidance has been provided to</p>

				<p>applicants to centre EDI whilst putting together their applications and in how to do undertake these conversations equitably in the funding opportunity.</p> <p>Standard EPSRC policies will be followed, including providing training materials for panellists on unconscious bias and empowering all panellists to challenge potential bias.</p>
Disability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Applicants Individuals who identify as having a disability could be subject to unconscious bias, and their voices may not be heard as strongly during co-creation and engagement activities.</p> <p>Panellists Positive: The panel will be held virtually therefore this is a more accessible participation option. Panellists will not have to travel to an in-person venue which may not have accessibility measures.</p> <p>Negative: This may have a negative impact for those with hearing impairments and those who find a lot of sensory input overwhelming.</p>	<p>Applicants Any reasonable adjustments for specific requirements will be made for both applicants and panel members if needed.</p> <p>Panellists Breaks will be built into the panel schedule at regular intervals to prevent screen fatigue and overwhelm. Reasonable adjustments will be made to ensure that any circumstances which could affect participation can be accommodated wherever possible, e.g. Closed Captions</p> <p>Documents will be produced in line with EPSRC and UKRI formatting guidelines (put in place and checked by the UKRI web team)</p>
Gender reassignment (Trans identity)	<input type="checkbox"/>	<input type="checkbox"/>	None identified. We will follow Standard EPSRC/UKRI policies and gender neutral language is used in our funding opportunities.	Applicants are not asked to disclose whether they have undergone gender reassignment. Gender neutral language will be used throughout and will be encouraged at panel meetings.

Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	None identified. Standard EPSRC policies will be followed.	Applicants are not asked to disclose their marital status. Standard EPSRC policies will be followed.
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Participation in activity could be restricted by lack of availability due to parental leave/caring responsibilities/ pregnancy</p> <p>Potential for unconscious bias</p>	<p>A timeline for the panel assessment will be provided to panel members as far in advance as possible.</p> <p>Standard EPSRC policies will be followed, including providing training materials for panellists on unconscious bias and empowering all panellists to challenge potential bias.</p> <p>Suitable arrangements will be accommodated for any additional support needed. EPSRC policies for offering support to those with caring responsibilities will be followed and panel members and applicants will be made aware of these. Provision for parental leave (including maternity leave, paternity leave and leave related to surrogacy and adoption) are covered in the UKRI terms and conditions.</p>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Potential for unconscious bias	<p>An unconscious bias briefing will be presented to the panel as part of the panel guidance presentation. EPSRC convenors will also carefully listen for instances of bias and step in where appropriate.</p> <p>Standard EPSRC Policies will be followed. All staff are trained in unconscious bias, and the principles of this training upheld in panel discussions.</p>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Potential for unconscious bias	EPSRC endeavours to select dates that are cognisant of major holidays (e.g., panel

			Participation could be affected by coincidence with religious holidays.	dates will try to avoid being held during religious holidays.)
Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Potential for unconscious bias	Applicants are not asked to disclose their sexual orientation. Standard EPSRC policies will be followed, including providing training materials for panellists on unconscious bias and empowering all panellists to challenge potential bias.
Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Potential for unconscious bias	Standard EPSRC policies will be followed, including providing training materials for panellists on unconscious bias and empowering all panellists to challenge potential bias. Gender neutral language will be used throughout and will be encouraged at panel meetings. Efforts will be made to select gender diverse panellists and reviewers. Applicants are not asked to disclose their gender. Standard EPSRC policies will be followed.

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"/>	None identified. Standard EPSRC policies will be followed.	Assessment Criteria for the funding opportunity do not include geographical location as a factor. The application process is open to all. The panel meeting

				will be held virtually thus avoiding travel requirements.
Socio-economic status	<input type="checkbox"/>	<input type="checkbox"/>	None identified. Standard EPSRC policies will be followed.	The application process is open to all.
Education background	<input type="checkbox"/>	<input type="checkbox"/>	None identified. Standard EPSRC policies will be followed.	The application process is open to all who meet the EPSRC eligibility criteria.
Parent/guardian responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Depends on individual circumstances. Applicants may have caring responsibilities when the funding opportunity is open and/or assessment. Panel members may have additional requirements associated with caring responsibilities.	EPSRC policies for offering support to those with caring responsibilities will be followed and panel members and applicants will be made aware of these. We will hold the expert panel virtually because in person meetings can present as negative barriers for those with parental or caring responsibilities. This will avoid any access issues, travel and overnight stay requirements and facilitate the use of personal equipment (e.g., allowing caption use). Wording to attend is marked as 'expected' rather than mandatory.
Carer/parent carer responsibilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Depends on individual circumstances. Applicants may have caring responsibilities when the funding opportunity is open and/or assessment. Panel members may have additional requirements associated with caring responsibilities.	EPSRC policies for offering support to those with caring responsibilities will be followed and panel members and applicants will be made aware of these. We will hold the expert panel virtually because in person meetings can present as negative barriers for those with parental or caring responsibilities. This will avoid any access issues, travel and overnight stay requirements and facilitate the use of personal equipment (e.g., allowing caption use). Wording to attend is marked as 'expected' rather than mandatory.
Political opinion (Northern Ireland only)	<input type="checkbox"/>	<input type="checkbox"/>		

Other characteristics	<input type="checkbox"/>	<input type="checkbox"/>		
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<p>Are there general or overarching impacts on multiple groups? What actions will you take to increase positive impact, or reduce/mitigate negative impact?</p>	<p>For general impacts and actions that affect more than one protected characteristic, please use this space. For example, in-person meetings can present as negative barriers for disabled people, as well as those with parental or caring responsibilities. You may wish to mitigate this by allowing hybrid or fully virtual meetings to avoid access issues, travel and overnight stay requirements, and facilitate the use of personal equipment (e.g. allowing caption use).</p> <p>For specific impacts and actions for individual characteristics, please use the table below.</p> <p>Your assessment could encompass:</p> <ul style="list-style-type: none"> • How your activity supports UKRI or Council's EDI objectives • positive impacts. Think about how you promote equality and foster good relations between people who do or do not share a characteristic. • negative impacts • no impact. Share evidence to support this • actions you are going to consider/put in place to remove disadvantages or minimise negative impacts. You should consider whether you need to change the activity, change how it is implemented or whether the aims could be achieved in a different way • outcomes and outputs. Share how you will measure these <ul style="list-style-type: none"> • All participants in the process are asked to inform staff if they have any additional needs to enable attendance or participation. • Offer support for people with caring responsibilities, further details are available here. • Clearly communicate the timeline and key milestones for funding activities, advertise these widely to reach the largest possible audience.
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	<ul style="list-style-type: none"> • 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 minimize opportunities for bias and improve transparency of the decision-making process. This includes managing environmental conditions, such as providing appropriate breaks. • Support flexible working of stakeholders. • Ensure diversity of peer review assessment and interview panels. Staff will adhere to a mixed panel policy and endeavour to achieve the minimum 30% for the underrepresented gender on the panel. • Abide by the principles of peer review · Provide EPSRC staff with tailored unconscious bias training for Peer Review processes and clear guidance for assessors. • Handle personal sensitive information in compliance with General Data Protection Regulation 2018.
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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"/>	Possible risks and bias associated with this activity have been identified and activities adapted accordingly. We will ensure active consideration of ED&I aspects throughout the activity and will review this EIA accordingly.
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?	Research outcomes will be monitored via ResearchFish. Manufacturing and the Circular Economy Team staff will convene the panels. We will review the EIA as part of a lessons learned activity at the end of the timeline for this funding opportunity.
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	We will use data from groups affected by this funding opportunity to inform future decisions and use new insights to review this EIA.
Next review date:	

Will this EIA be published? * Yes/Not required	Yes
Point of contact	Emily Kruchek
Signed off by (name and date):	Anke Davis, Head of Theme for Manufacturing & the Circular Economy

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. 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
		1	E.g. Based on input received from consultation groups at the business case stage, added actions under the gender section



Name	Date	Version	Change
		2	E.g. Based on input received from x at the announcement of opportunity stage, added/removed/edited x
		3	E.g. Based on input received from x at the investment authorisation stage, added/removed/edited x

Continued below...

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?
Timetable of key dates made available to applicants and panel members as far in advance as possible. Religious observances will be taken into account when meeting dates are chosen.	May	Staff involved in delivering this funding opportunity.	key dates will be identified when opportunity is published	Applicants have as much time as possible to prepare applications.
Unconscious bias training to be delivered to panel members. EPSRC members of staff will monitor all meetings and highlight instances of bias in conversations	October	Staff involved in delivering this funding opportunity.	Unconscious bias training within panel briefing. EPSRC staff presence at meetings.	Preventing unconscious bias as much as possible in panel discussion