



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	ADR England Research Fellowship 2025
Council/department/project team	ESRC, ADR UK
Aims and objectives of the activity	Aims and Objectives ADR UK has successfully held multiple open calls seeking applications from individual researchers to be some of the first users of newly available, research-ready administrative data. These fellowships have worked on crucial social-economic areas of interest to different Government departments. The ADR UK Research Fellowships scheme has been developed to meet the following three objectives with associated expectations of researchers and research projects: 1. Useful research: to demonstrate the potential of administrative data research for public policy impact within the timeframes. 2. Useful data: to develop the data as a useful research resource for future users. 3. Useful engagement: to foster opportunities between academia and government that allow fresh thinking to flourish, and to maintain public acceptance for the use of data for research purposes. 4. Community Building: to boost the applicant's development as a research leader using administrative data, and to personally contribute to the create and development of a wider, self-sustaining community around a particular dataset or theme ADR England Research Fellowships 2025, will build on previous research using ADR England's Flagship data, which have been aligned to our Flagship Data Framework. These include: • Annual Survey of Hours and Earnings (ASHE) linked to 2011 Census: that enables investigations into people's earnings change throughout their career and can be subjective to different characteristics such as gender, disability, or ethnicity. • Data First: Cross-Justice System: that enables investigations into overlaps and intersections between users of services in different justice jurisdictions and end-to-end user journeys across criminal justice services.

- Ministry of Justice and Department of Education Linked data: The MoJ-DfE linked dataset allows analysis to understand links between childhood characteristics, educational outcomes and (re)offending.
- Administrative Data | Agricultural Research Collection (AD ARC) datasets link information on farming activities with de-identified data about the people in farm households. The datasets also include three control groups of non-farming individuals living in similarly rural areas.
- The Data First family court - Cafcass linked dataset came about from a data sharing agreement between the Secure Anonymised Information Linkage (SAIL) Databank, Ministry of Justice and Cafcass (Children and Family Court Advisory and Support Service).
- Education and Child Health Insights from Linked Data (ECHILD): that enables investigations into children's education affects their health, and effects on education.
- Longitudinal Education Outcomes (LEO): that enables investigations into the characteristics, education, employment, benefits, and earnings of members of the British public, gaining transformational insights about pathways within and after education, to enhance the life chances of current and future learners through the enhancement of evidence-based decision making.
- Ministry of Justice & Department for Education: how does children's education achievement relate to their involvement with the criminal justice system.
- Annual Survey of Hours and Earnings (ASHE) linked to His Majesty's Revenue & Customs (HMRC) – England, Scotland and Wales: what role do employers play in wage inequality? What are the characteristics of those who do not progress out of low employment.

Eligibility and criteria:

- The scheme is open to all eligible research organisations (RO). Applicants are eligible for funding whether or not they are established members of a recognised RO, but applicants who are not an established member of a recognised RO must be accommodated by the RO and provided with appropriate facilities to carry out the research.
- Track record is not a funding criterion for the scheme, and panels are briefed that they should not pay particular attention to track record of applicants. Whilst track record should play into panel decisions it should not be emphasised to the extent that innovative / potentially high impact work by less established researchers is disadvantaged. Panels are instructed to assess the application in

front of them and not to ‘read between the lines’ or give the benefit of the doubt based on the reputation of the individual applicant or team, as this would be a form of confirmation bias.

Standard Grant Terms and Conditions:

- UKRI standard Grant Terms and Conditions comply with UK equality legislation and include provisions designed to mitigate against potential negative impacts (e.g., sick pay, parental and adoption leave, the possibility of part-time and flexible working, and grant extensions).
- Research Organisations are subject to equality legislation and have a duty to comply with it. RGC 8 states that ‘The Research Organisation must assume full responsibility for staff funded from the grant and, in consequence, accept all duties owed to and responsibilities for these staff, including, without limitation, their terms and conditions of employment and their training and supervision, arising from the employer/employee relationship.’ Universities are therefore required to make reasonable adjustments as required to support their staff.

Panel recruitment:

- We aim to ensure that the composition of panels is diverse, with each panel having at least a 60:40 gender balance;
- Where possible we ensure that the chair and vice chair of each panel are not the same gender;
- We encourage applicants across the full range of protected characteristics; we look at panel composition by race/ethnicity and disability status. We do not impose quotas;
 - Funding Panel members are appointed, first and foremost, based on expertise.
 - Final decisions take into account trying to balance the panels by gender and geography and seek to ensure a diversity of career stage and institutions.
 - We will only make recruitment decisions which compromise diversity when it is objectively justified by the necessity to ensure the required breadth of subject expertise with high quality candidates.

Process:

- All Funding Panellists (applicant assessments and panel review personal) participate in an induction which familiarises them with UKRI’s Principles of Assessment and Decision Making. All Panellists complete ESRC’s Conflict of Interest Form and proposals are allocated accordingly.
- Funding Panellists are drawn from the academic community, government departments and third sector organisations. The membership aims to reflect the community it represents, and effort is made to achieve an appropriately balanced membership in terms of gender, age, ethnic origin etc.

	• The Funding Panellists both review (and provide scores) and read (no formal score required) up to 10 applications. After all the scores and comments are submitted, Panellists are invited to participate in a discussion board in order to reach a consensus score. Data owners submit data feasibility assessments of each proposal, and their reports are posted on the discussion board. • Readers are required to evidence their views and scores. ADR UK staff conduct usability checks on all peer review comments and the conversations on the discussion board to ensure that there is no evidence of bias or a reviewer has failed to provide evidence for their scores the review; if there is, the review will be marked as 'unusable'. • It is the role of the Funding Panel members, under the leadership of the Panel Chair and vice-Chair, to moderate and assess the quality of the reviews and to agree final scores for each proposal. Panel members are briefed on unconscious bias and encouraged to feel empowered to constructively challenge potential bias where they identify it. The Panel Chair plays a particularly important role in this respect. • For each proposal we appoint at least two panel reviewers who formally assess and score the proposal in addition to at least two readers who are not required to score the proposals. Each proposal is assessed by both academics and policy analysts.
Who is affected by your policy/funding activity/event?	• Applicants to the scheme. • Application assessors and Funding Panel members. • ADR UK staff. • Data Owners: Ministry of Justice (MoJ), Department for Education (DfE), National Health Service (NHS) Digital, Census, The Office of National Statistics (ONS), HM Revenue & Customs (HMRC), Higher Education Statistics Agency (HESA) and Department for Works and Pension (DWP). • Advisory Party: UCL ECHILD Project Team. • Trusted Research Environment (TRE) staff managing the Secure Research Service at ONS. • UK Statistics Authority. • Staff overseeing SafePods at Research Establishments.
What data and consultation have you used?	ADR UK have consulted with all those outlined above inclusive of data owners, data owner sublicence holders (UCL - ECHILD Project Team), justice system users (URP) and the TRE holder, ONS. We have experience of running previous funding calls of this nature and have improved the process associated with panel reviews. We now have a two-stage application review process, with 1) Application Assessment and Sifting (expert review and applicant feedback stage) and 2) Panel Review. To ensure the integrity of work, personnel involved in 1) will not be incorporated in the initiation and coordination of 2). In addition, and owing to learnt experiences, representatives from data owning departments will

be incorporated in the ADR England's prefunding call, improving support to an applicant and ensuring increased rigor of an applicant's proposed research objectives . This will further support the role of persons forming part 1) and part of ADR England's application reviews.

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	☐	☐		
Disability	☐	☒	Also see above, under General Equality and Diversity Considerations. Since we are promoting the call spec on UKRI's and ADR UK's web site, we need to check it is accessible and compatible with the range of specialist hardware and software that	Also see above, under General Equality and Diversity Considerations. We advise any applicant with neurodivergent conditions to sort AOC access to the SRS through their host institutions, to enable a working environment, that is suitable to their needs.

			people with disabilities use to access electronic information. Impact maybe experienced by neurodivergent persons, owing to the regulations of working in the Trusted Research Environment (as specified by the Digital Economy Act 2017 and owing to the nature of data to be used).	Panel meetings are held remotely. However, if they were to be held in person, we would solicit information from panel meeting participants (in confidence) about any additional requirements they may have in order to fully participate. Ensure that venues offer an accessible and inclusive environment for participants. Depending on the needs identified, considerations might include: • Accessibility for wheelchair users and people with impaired mobility; • Induction loops for the hearing impaired; • Adequate lighting, alternative document formatting and potential use of screen readers for the visually impaired; • Dietary restrictions for those with coeliac, diabetes etc. • Provision of documents in sans-serif, dyslexia-friendly fonts; and dyslexia-friendly formats; • Avoiding colours, lighting etc. that may trigger migraines, epilepsy; • Ensuring that plenty of breaks are built into the agenda; • Ensuring sufficiently bright and spacious rooms; • Ensure that venues are easily accessible to main transport links.
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				Consider paying T&S for carers or support workers to attend alongside the participant. Where there are particular constraints consider opportunities for participants to engage in a different way (via video-link, tele-conference for instance).
Gender reassignment (Trans identity)	☐	☐		
Marriage or civil partnership	☐	☐		
Pregnancy and maternity	☒	☐	See above, under General Equality and Diversity Considerations. In previous fellowship funded call, we have actively supported applicants and researchers who are pregnant or take a leave of absence owing to maternity or paternity leave.	We use gender neutral terminology for this and refer to this leave as parental leave. The costs of additional childcare for grant-holders, beyond that required to meet the normal contracted requirements of the job, and that are directly related to the project, may be requested as a directly incurred cost if the institutional policy is to reimburse them. However, childcare costs associated with normal working patterns may not be sought. ADR UK will instruct the funding panel to be sensitive to career breaks so that these do not have a negative impact on applicants who are returning from maternity/parental/sick leave. During funded work, we arrange extra check-in meetings to ensure researchers are supported in the undertaking of research. We further conduct meetings where possible, to be held online and arrange

				meetings ourselves to support working arrangements of researchers returning to work.
Race	☐	☒	See above, under General Equality and Diversity Considerations.	See above, under General Equality and Diversity Considerations (particularly in relation to panel composition and mitigations against unconscious bias). ADR UK is working hard to increase the diversity of the fellowship applicants. We are identifying HEIs and other eligible organisations with few or no applicants and offering them ADR UK engagement activities. We are also engaging with nationwide societies and organisational bodies to actively showcase our fellowships programmes and applicable data.
Religion or belief	☐	☒	See above, under General Equality and Diversity Considerations. There could be potential discrimination or unconscious bias, because it is known that somebody (either a panel member, a research applicant or research participants) has a particular faith or belief.	Also see above, under General Equality and Diversity Considerations (particularly in relation to panel composition and mitigations against unconscious bias). At the beginning of a Panel meeting the Chair reads out the unconscious bias statement: "It is our intention to ensure that the Panel's deliberations today are fair and equitable, and we will achieve this through paying close attention to the scoring criteria and definitions, and by challenging any imprecise language used by Panel members which might allow unconscious biases to creep into the Panel's discussions. During the discussions, please encourage Panel members to challenge one another, in a considerate way".

				Ensure that religious observances are taken into account when planning panel meetings. Considerations might include: • Scheduling meetings to avoid major religious festivals; (if impossible to avoid then consider mitigations – i.e., during Ramadan ensuring that meetings finish early so that participants are able to get home to break their fast, awareness of the sensitivities around offering Muslims meals during periods of fasting); • We will use the diversity calendar when scheduling applicant webinars and panel meetings: https://www.inclusiveemployers.co.uk/diversity-calendar/. • Accommodating dietary restrictions (ensuring that there is sufficient choice to allow all participants to eat – recognising that some groups cannot eat pork or beef or shellfish, that others avoid caffeine, ensuring that vegetarian food is available if Kosher or Halal food is not provided) etc.; • Not scheduling meetings such that they would require travel late on Friday evenings (Jewish Sabbath) or on Fridays (Friday prayer, Islam) where possible • Allowing prayer breaks if requested.
Sexual orientation	☐	☐		
Sex	☐	☐		

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)	☐	☒	Researchers have to be UK based and work in the UK in order to access the Trusted Research Environment – conditions outlined by the authority that underpins access to data.	Required geographical location for data access is made clear to researchers during the application process, and will be further emphasized during panel meetings, prior to any grant awarding activities.
Socio-economic status	☒	☐	Funding allocation for each fellowship is generous and reflects learnt skills and equipment required, to undertake and then disseminate outputs. This has been emphasised by previous Fellows, funded through our fellowship scheme . Applicants from all socio-economic backgrounds are encouraged to apply, and we greatly support and welcome people with knowledge of lived experiences.	
Education background	☒	☐	Providing a fellow has a PhD, or experience with the data source, educational background, i.e. discipline and years of experience are considered equally when any application is reviewed. Merit of applications is assessed on the strength and depth of a proposed research question.	ADR UK places an emphasis on the strength of a research question and its alignment to key areas of research interest, as identified by the data owning departments that create our flagship data. We further highlight key their parties' objectives, for example, community practitioners and members of the public.

Parent/guardian responsibilities	☐	☐	Data access and the undertaking of work is flexible to researchers' caring responsibilities. The minimum time allocation for project work, has been designed to reflect other workings and caring responsibilities. Fellowships are available on a full or part-time basis. Nevertheless, the inclusion of a time commitment for this call may enable those who are pregnant/with childcare responsibilities to effectively plan their time before applying and enable them to participate.	Researchers are encouraged and supported to structure their own research agendas, to align with any responsibilities. As above, the costs of additional childcare for grant-holders, beyond that required to meet the normal contracted requirements of the job, and that are directly related to the project, may be requested as a directly incurred cost if the institutional policy is to reimburse them. However, childcare costs associated with normal working patterns may not be sought.
Carer/parent carer responsibilities	☐	☐	Data access and the undertaking of work is flexible to the researchers needs. The minimum time allocation to project work has been designed to reflect other work and caring responsibilities.	Researchers are encouraged and supported to structure their own research agendas, to align with any responsibilities.
Political opinion (Northern Ireland only)	☐	☐		
Other characteristics	☐	☐		

Are there general or overarching impacts on multiple groups? What actions will you take to increase positive impact, or reduce/mitigate negative impact?	We identified in previous funded fellowships, that persons with neurodivergent conditions, find the working conditions of a Trusted Research Environment more challenging. To help support persons within this category, we have identified ways of working that could better support their needs. We continue to work with our current fellows to support active project work and collect knowledge and feedback to improve operations for ADR England's 2025 funded programme.
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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 .	☐	
2. Adapt or change the activity in a way which you think will eliminate negative impact or promote equality.	☐	
3. Stop the activity because the evidence shows bias or negative impact towards one or more groups.	☐	
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.	☒	Potential impacts, and steps to mitigate, or reduce impact(s) associated with Protected Characteristics or the defined 'additional characteristics', have been explained as above. In addition, and following previous funding calls, aligned with ADR UK's fellowship programme, we are taking a proactive approach to ensuring our continuously evaluation of our Fellows' experience, to help smooth the researcher journey when administrative data is used for the purposes of research. Applicants will also be invited to contact the team if they feel the opportunity unfairly discriminates against them and that we will consider proportionate adaptations or concessions where relevant. We will also seek feedback from applicants and panel members after the funding opportunity has concluded to learn lessons about how to make similar future opportunities more accessible for a wider group of people.



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Continued below...

Review and sign off

What are the arrangements for monitoring and reviewing the impact of your activity?	- Research Fellows are under conditions to publish their research on ResearchFish in line with standard UKRI Terms and Conditions. - Fellows will receive training from the Institute for Government on how their research can have an impact on public policy. - Fellowship funding includes an impact and development phase of up to three months, with dissemination activities be monitored by ADR UK. - Fellows' activities and their impact will also be tracked by the ONS Impact Team. - Fellow's complete quarterly update forms and attend supporting meetings to both identify areas of improvement; we actively work to smoothing the researcher's journey.
Next review date:	December 2026
Will this EIA be published? * Yes/Not required	Yes
Point of contact	To ensure continuity and systematic resilience to change, we have a dedicated email address for ADR UK's Fellowships: adrfellowships@esrc.ukri.org . Which is actively monitored by multiple members of staff.
Signed off by (name and date):	For example, project board, committee, budget holder, Senior Responsible Owner (SRO) Karen Powell 7/8/25

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	
		2	
		3	

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?
Update application form to include questions on additional support and reasonable adjustments, following continual reviews and assessments of the experiences of our current funded fellows	December 2025	Applications manager	Updated form published and submissions reflect individual needs.	Individual needs can be addressed. Inform inclusive design of the activity
Should enquiries based on the outline and conditions of ADR England's 2025 Fellowship programme be received, specific aspects relating 'Protected Characteristics' or 'additional characteristics' will be reviewed and if a risk is raised, subsequent mitigation steps will be actioned.	January 2026	Application manager	Updated form published and submissions reflect individual needs.	Individual needs can be addressed. Inform inclusive design of the activity