

Equality and Inclusion Impact Assessment Template

BBSRC uses equality and inclusion impact assessments as a tool to review our funding mechanisms, processes and practices to ensure they are not inadvertently presenting barriers to participation and to reduce the potential for unintentional bias.

The template below sets out the key elements of an Equality and Inclusion Impact Assessment that need to be documented.

Section 1

<p>1. Policy/activity being assessed</p>	<p>BBSRC David Phillips Fellowships (DPF) Scheme – the annual selection process including the application, shortlisting and interview stages for the award of DPFs.</p>
<p>2. Summary of aims and objectives of the policy/activity</p>	<p>DPFs provide support for researchers wishing to establish their first independent research group undertaking a programme of excellent research. DPFs invest in scientists who:</p> <ul style="list-style-type: none"> • have shown high potential • can demonstrate that their scientific career is on an upward trajectory with clear evidence of strong scientific outputs and leadership qualities • have the aim of establishing their own fully independent programme of research <p>The DPF represents part of BBSRC’s commitment to the supply of highly skilled professional research leaders to the UK.</p> <p>Applicants will be able to demonstrate great potential and have a scientific career showing a clear upward trajectory. Proposals are assessed by BBSRC’s <u>Committee E</u>.</p> <p>Applicants should hold a PhD, but not hold, or have held, an academic position of Lecturer level or equivalent. It is expected that applicants will have at least three years of active postdoctoral research experience prior to announcement of the awarded DPFs. <i>Please note that DPF eligibility was previously limited to those with less than 10 years of active research experience; this limit has been removed in response to BBSRC’s 2015 “Review of BBSRC strategy for investing in fellowships”.</i></p>
<p>3. Is the policy/activity relevant to equality and diversity? (Advice should be sought from HR. If not relevant, record reasons and</p>	<p>Yes.</p>

<p><i>evidence; the remainder of the form need not be completed)</i></p>	
<p>4. What involvement and consultation has been done in relation to this policy? (e.g. with relevant stakeholders)</p>	<p>Using input from a wide ranging community consultation and workshop, BBSRC carried out a fundamental review of its strategy for investing in Fellowships in 2014/15. The review aimed to establish the community's views regarding why BBSRC should support Fellowships and provide ideas as to how BBSRC can invest in Fellowship programmes in a way that will maximise the impact gained from the investment made. The review included determining whether funding is being directed to the most appropriate career stages in the most appropriate ways, and it asked a range of fundamental questions such as should BBSRC support Fellowships, and if so where and how BBSRC should target its investments.</p>
<p>5. Who is affected by the policy?</p>	<p>DPF applicants.</p>
<p>6. Arrangements for monitoring and reviewing actual impact of the policy</p>	<p>Through BBSRC office, primarily colleagues in SCU and Delivery. In addition standing panels such as Committee E and the BSC Strategy Panel play an active role in this area. BBSRC works hard to ensure appropriate and diverse representation on these Panels.</p> <p>It should also be noted that the DPF scheme has recently been updated to bring assessment in line with that of the FLF scheme. All eligible applications go through a peer reviewing process prior to a decision being made as to whether to invite for interview. Previously the DPF scheme had an outline stage where proposals could be rejected prior to calling for reviews. This has been removed to ensure greater fairness and transparency with less scope for discrimination.</p> <p>Recommendation:</p> <p>One area of focus moving forward is to understand BBSRC's fellowship reviewing portfolio in greater detail to ensure bias is not occurring during the peer review stage of the process. An analysis of the gender, discipline and career stage of reviewers would be useful to determine if there is any evidence of potential bias.</p>

Section 2 – Identifying Impact

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)
Declared disabilities	Potential negative impact – however based on current policies this is very low risk.	<p>Data is collected regarding disability at the DPF application stage.</p> <p>Adjustments are made throughout the assessment process where appropriate e.g. interview attendance to assist individual applicants.</p>	<p>Flexible terms and conditions are in place to support applicants appropriately without discrimination. Adjustments are made throughout the assessment process where appropriate e.g. regarding interview attendance to assist individual applicants. This may include the use of video conferencing and other mechanisms etc.</p> <p>At interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p> <p>Recommendation:</p> <ul style="list-style-type: none"> To ensure no disability-based discrimination is occurring BBSRC should conduct an analysis of the number of applicants and fellows with disabilities.
Gender	Potential negative impact –	Data is collected regarding	Throughout the process and particularly at

<p>reassignment</p>	<p>however based on current policies this is very low risk.</p>	<p>gender at the DPF application stage.</p> <p>This information is not made available to reviewers or assessment panel members throughout the peer review process.</p>	<p>interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>Flexible terms and conditions are in place to appropriately support applicants who require time to attend psychiatrist/psychologist appointments or who are undergoing gender reassignment involving medical interventions.</p> <p>Adjustments are made throughout the assessment process where appropriate e.g. regarding interview attendance to assist individual applicants. This may include the use of video conferencing and other mechanisms etc.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p> <p>Recommendation:</p> <ul style="list-style-type: none"> • To ensure records are updated following transition
<p>Marriage or civil partnership</p>	<p>Impact expected to be neutral.</p>		
<p>Pregnancy and maternity</p>	<p>Potential negative impact – however based on current policies this is very low risk.</p>	<p>This information is not made available to reviewers and assessment panel members throughout the peer review process. At interview stage</p>	<p>Flexible terms and conditions are in place to support applicants appropriately without discrimination. Adjustments are made throughout the assessment process where appropriate e.g. regarding interview attendance</p>

		<p>however it may become apparent to the Panel.</p>	<p>to assist individual applicants. This may include the use of video conferencing and other mechanisms etc.</p> <p>Throughout the process and particularly at interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p>
Race	<p>Potential negative impact – however based on current policies this is very low risk.</p>	<p>Data is collected regarding race at the DPF application stage.</p> <p>This information is not made available to reviewers and assessment panel members throughout the peer review process. At interview stage however it may become apparent to the Panel.</p>	<p>At interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p>
Religion or belief	<p>Impact expected to be neutral.</p>	<p>This information is not made available to reviewers and assessment panel members throughout the peer review process. At interview stage however it may become apparent to the Panel.</p>	<p>Throughout the process and particularly at interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>Consideration is given to the timing of interviews so that suitable applicants from different</p>

			<p>religious communities can attend.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p>
Sexual orientation	Potential negative impact – however based on current policies this is very low risk.	<p>This information is not made available to reviewers and assessment panel members throughout the peer review process.</p>	<p>Throughout the process and particularly at interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p>
Sex (gender)	Potential negative impact – however based on current policies this is very low risk.	<p>Data is collected regarding gender identity at the DPF application stage.</p> <p>This information is not made available to reviewers and assessment panel members throughout the peer review process. However, it is likely to be apparent in most cases through the application paperwork and particularly at interview stage.</p> <p>Annual statistics are produced on an on-going basis to identify trend concerns in a timely manner. There is no evidence to</p>	<p>At interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p>

		suggest discrimination regarding gender with regard to both application and success rates.	
Age	Potential negative impact – however based on current policies this is very low risk.	<p>Data is collected regarding age at the DPF application stage.</p> <p>Eligibility rules have been modified following the 2015 <i>“Review of BBSRC strategy for investing in fellowships”</i> to ensure open and fair competition for researchers. The upper limit of less than ten years of active research experience has been removed as this potentially could lead to discrimination.</p>	<p>Throughout the process and particularly at interview stage, panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are annually refreshed regarding the conditions that can result in unintentional bias.</p> <p>BBSRC presence at assessment meetings and during interviews acts as an additional assurance to help ensure unbiased peer review.</p> <p>Recommendation:</p> <p>To ensure no age-based discrimination is occurring BBSRC should track the age and number of years of research experience of those applying for and those awarded DPFs.</p>

Completed by Avril Ferris, Darren Pirt and James Donald
Date September 2016