

EQUALITY AND INCLUSION IMPACT ASSESSMENT

1. Policy / activity being assessed	Opportunity Call 2019
2. Summary of aims and objectives of the policy / activity	<p>This call will support “pump priming” activities that will position the STFC community to participate in multidisciplinary and interdisciplinary science that aligns with future project funding schemes from UKRI. The scheme also aims to position the community to submit proposals for future calls arising from STFC. As a result, projects should be comprised mainly of preparatory work to enable future proposals. This might include:</p> <ul style="list-style-type: none"> • Networking • Partnership Building • Workshops • Early stage proof of concept • Initial design studies
3. What involvement and consultation has been done in relation to this policy?	<p>STFC is dedicated to ensuring that the peer review process is open and inclusive. Those engaged in the process endeavour to conduct each stage in a fair manner, without prejudice or bias, In line with this we follow the Nolan Principles. Additionally, comments and suggestions received as part of the peer review survey are implemented where possible to improve the process.</p> <p>For Applicants:</p> <ul style="list-style-type: none"> • The call is advertised widely to reach the largest possible audience • The call text and guidance provides detailed guidelines to Applicants about the process and links to the Research Grants Handbook, which has clear eligibility and assessment criteria • STFC will make available hard copies of documents when required • The STFC website conforms to accessibility requirements for websites • STFC will support Applicants throughout the process, from pre-submission right through to informing them of the outcome.

For Reviewers:

- The Opportunity Call 2019 will be reviewed by the PPRP members
- Written guidance is available and reviewed annually
- Our guidance clearly states our expectations of reviewers
- STFC will provide all reasonable support to our reviewers in order to ensure they understand the aims, objectives, and processes of the Opportunity Call 2019

For Panel Members:

- Pre-meeting discussions take place, STFC staff will work closely with the Panel Chair to agree approaches that are designed to minimise opportunities for bias and improve transparency of the decision making process
- Everyone involved in the decision-making process is aware of Unconscious Bias and encouraged to undertake training. It is planned that going forward such training will be mandatory
- STFC endeavour to achieve the minimum 30% female participation and will justify if this isn't the case. PPRP as a whole currently meets this target.
- STFC enable participation for people with alternative work patterns, including reduced working hours
- Panel members are asked to inform STFC if they have any additional needs to enable attendance or participation
- STFC will schedule appropriate breaks and provide refreshments for Panel members

For STFC Staff:

All STFC staff involved in the process will receive training in unconscious bias to raise awareness of conditions that may impact upon their decision making

	<p>Venue arrangements when required will be selected for ease of accessibility; will not conflict with different cultures, religions or beliefs; and will offer a full range of sensory accessibility relating to visual and hearing impairments.</p> <p>Catering will be arranged with clear labelling and be appropriate to those who have specific cultural, religious, health or disability needs</p>															
<p>4. Who is affected by the policy/funding activity/event?</p>	<p>Anyone who is applying for a Opportunity Call 2019 grant, panel members , external and internal stakeholders involved in the assessment process.</p>															
<p>5. Arrangements for monitoring and reviewing actual impact of the policy</p>	<ul style="list-style-type: none"> • STFC will review this equality impact assessment annually to identify any actions or interventions that are required to improve diversity and inclusion. • STFC monitors and analyses data to better understand the diversity of its Community • STFC hold an annual application exercise for Panel membership and when published provides guidance on diversity targets • Panel membership is published on the website • Embedding of learning from previous iterations of the call. The 2018 call had the following statistics relating to gender: <table border="1" data-bbox="510 951 1211 1385"> <tr> <td data-bbox="510 951 913 1062">Total number of Eligible Applications</td> <td data-bbox="913 951 1039 1062">18</td> <td data-bbox="1039 951 1211 1062">Percentage</td> </tr> <tr> <td data-bbox="510 1062 913 1131">Funded</td> <td data-bbox="913 1062 1039 1131">9</td> <td data-bbox="1039 1062 1211 1131">50%</td> </tr> <tr> <td data-bbox="510 1131 913 1200">Rejected</td> <td data-bbox="913 1131 1039 1200">9</td> <td data-bbox="1039 1131 1211 1200">50%</td> </tr> <tr> <td data-bbox="510 1200 913 1268"></td> <td data-bbox="913 1200 1039 1268"></td> <td data-bbox="1039 1200 1211 1268"></td> </tr> <tr> <td data-bbox="510 1268 913 1385">Gender Statistics (Applications)</td> <td data-bbox="913 1268 1039 1385"></td> <td data-bbox="1039 1268 1211 1385"></td> </tr> </table>	Total number of Eligible Applications	18	Percentage	Funded	9	50%	Rejected	9	50%				Gender Statistics (Applications)		
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Funded	9	50%														
Rejected	9	50%														
Gender Statistics (Applications)																

	Male	16	88%	
	Female	2	11%	
	Gender Statistics (Awards)			
	Male	8	88%	
	Female	1	11%	

Group	Potential for positive or negative impact?	Examples of any evidence/data used	Action to address negative impact (e.g. adjustment to the policy)
Disability	Yes – negative impact	Applicants and/or reviewers with visual disabilities or impairments may	<p>STFC will take all reasonable steps to make adjustments to the assessment process in order to enable participation. As examples, this may include the use of video conferencing or equivalent tools, tailored timing of the meeting schedule, or provision of specific facilities to enable an applicant or panel member to be comfortable in the meeting environment.</p> <p>Electronic information is accessible and STFC will investigate the ability for the potential use of screen readers for personnel who are visually impaired.</p>

		<p>find it difficult to access and review electronic documentation.</p> <p>Panel members with mobility disabilities may face difficulties in attending the panel meeting.</p> <p>Panel members with hearing difficulties may find it hard to engage in discussions.</p> <p>Attendees with neuro-disabilities may experience difficulties with concentration during panel assessments.</p>	<p>STFC will respond to individual support needs on a case by case basis.</p> <p>STFC will ensure the meeting venue is compatible with the use of hearing aid loops and will work with individuals to understand what other help can be provided.</p> <p>STFC will select a room that is light and airy, ensure that plenty of breaks are built in to the agenda and ensure that colours chosen don't trigger migraines, different colours may assist in this if personnel don't bring their own laptops.</p> <p>STFC consult with all Panel members to understand any specific requirements for participation and will accommodate where required.</p>
Gender reassignment	Yes – negative impact	<p>Information regarding gender reassignment is not made available throughout the peer review process. However, this may become apparent during the meeting stage or it may be possible that panel members already know this information or could endeavour to seek it out.</p>	<p>Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during the Panel Meeting acts as an additional assurance to ensure unbiased peer review</p>

Marriage or civil partnership	Yes – negative impact	Bias may be voiced in relation to new partners starting a family therefore not given as a high a priority	Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during the Panel Meeting acts as an additional assurance to ensure unbiased peer review.
Pregnancy, Maternity, Paternity, Nursing mothers, Caring responsibilities?	Yes – negative impact	<p>Panel members who are pregnant or on parental leave may find it difficult to access the venue and /or participate in meetings.</p> <p>Nursing mothers may need additional support in terms of suitable accommodation or childcare</p> <p>An applicant’s career path and track record may be criticised due to the existence of a number of career breaks due to maternity/paternity.</p> <p>Panel members may face additional childcare costs if having to work outside of their normal hours.</p>	<p>Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during meetings acts as an additional assurance to ensure unbiased peer review.</p> <p>STFC consult with all Panel members to understand and cater for their requirements for participation. As a general principle, venues are easily accessible to main rail links.</p> <p>Meetings are timetabled to allow for adequate breaks.</p> <p>Ensure suitable accommodation provided for nursing mothers and additional childcare.</p> <p>STFC recognise this issue and the potential impact and will consider as part of the review. The Chair will appropriately moderate discussions and ensure the objective application of the assessment criteria.</p> <p>STFC will reimburse additional childcare costs, above any beyond that required during normal working hours.</p>

		Individuals may miss the opportunity to submit a proposal if they happen to be on maternity/paternity leave at the point of expected submission.	STFC recognise this issue but as a call with a specific closing date nothing can be done to mitigate this impact.
Race	Yes – negative impact	Information regarding race is not made available throughout the peer review process. However, it may be possible that panel members already know this information or could endeavour to seek it out.	Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during meetings acts as an additional assurance to ensure unbiased peer review.
Religion or belief	Yes – negative impact	<p>Panel members may be unable to participate in meetings due to religious observances</p> <p>Panel members or attendees may have specific dietary requirements due to religious belief.</p>	<p>Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during meetings acts as an additional assurance to ensure unbiased peer review.</p> <p>Consideration will be given to the timing of panel meetings so that Panel members from different religious communities can attend if requested.</p> <p>STFC consult with all Panel members to understand and cater for their requirements for participation. Ensure the venue caters for all dietary requirements.</p>

Sexual orientation	Yes – negative impact	Information regarding sexual orientation is not made available throughout the peer review process. However, it may be possible that panel members already know this information or could endeavour to seek it out.	Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during meetings acts as an additional assurance to ensure unbiased peer review.
Sex (gender)	Yes – negative impact	Panel members may criticise track record, publication history which could be as a result of extended maternity, paternity leave. Negative perceptions of an applicant's gender may be expressed by a peer reviewer or a panel member.	STFC are committed to ensuring that Panel Chairs are briefed on how to handle such situations. Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during meetings acts as an additional assurance to ensure unbiased peer review.

Age	Yes – negative impact	Panel members may cite age in terms of lack of experience or in terms of near retirement	<p>Panel members are required to follow best practice in taking positive steps to safeguard funding decisions, and are reminded of the conditions that may lead to unconscious bias during each meeting. STFC staff presence during meetings acts as an additional assurance to ensure unbiased peer review.</p> <p>The Assessment criteria for the Opportunity Call 2019 are not linked to age</p>