

EPSRC - Equality Impact Assessment

Question	Response
1. Name of policy/funding activity/event being assessed	Analytical Science Community Workshop
2. Summary of aims and objectives of the policy/funding activity/event	<ul style="list-style-type: none"> • The overarching goal for this event is to build a sense of community within the Analytical Science community. • Identify a set of research goals for the academic Analytical Sciences community • Work with the industrial community to help identify specific research goals and then map these onto EPSRC themes and priorities • Help both the industrial and academic community better understand the research priorities of the other and see where opportunities exist for collaboration. • Look at the way the community use infrastructure and better understand their needs.
3. What involvement and consultation has been done in relation to this policy? (e.g. with relevant groups and stakeholders)	A number of discussions within PS to identify scope and content of the workshop. There have also been discussions with representatives from both the academic and industry sides of community.
4. Who is affected by the policy/funding activity/event?	Members of the Analytical Science community within EPSRC remit from both an industrial and academic background. Staff/Facilitators.
5. What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?	<p>Attendance will be recorded.</p> <p>An evaluation meeting following the event with the organising team to review success against the strategic objectives and logistics of the event.</p> <p>Smart survey for attendees to record feedback.</p> <p>Any lessons learned will be used for future events.</p> <p>Increased interaction between the industrial and academic communities in the Analytical Science remit will be monitored (e.g. increased number of project partners)</p>

As a funder of research, EPSRC remain committed to attracting the best potential researchers from a diverse population into research careers. The Research Councils have together developed the ambitious [RCUK Equality, Diversity and Inclusion Action Plan](#) to outline our collective aspirations for working with the research community, and partners throughout the sector. For policy changes, funding activities and events EPSRC will aim to:

- Select venues that are accessible and where possible accommodate any specific requirement in our planning and organisation of an initiative to support wider participation.
- Offer support available for people with caring responsibilities, further details are available [here](#)
- Clearly communicate the timeline and key milestones for funding activities
- Ensure attendees have an opportunity to raise any specific requirements in advance e.g. cover letter and joining instructions
- Support for flexible working of stakeholders
- Ensure diversity of peer review assessment and interview panels
- Abide by the Principles of peer review
- Unconscious Bias training for EPSRC staff and clear guidance for assessors
- Handle personal sensitive information in compliance with General Data Protection Regulation 2018

Protected Characteristic 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)
Disability	Yes (negative) – medium.	Location of venue. This could result in invitees declining to attend due to difficulties in travel.	We will work to ensure that the venue selected will be in a central location and will make reasonable adjustments where required to facilitate this. All attendees will have an opportunity to raise any accessibility requirements they may have in a timely manner in advance.
Gender reassignment	None identified.		
Marriage or civil partnership	None identified.		
Pregnancy and maternity	Yes (negative) – medium.	Accessibility issues at the location. This could result in invitees declining to attend.	We will work to ensure that the location selected will be accessible.
Race	Yes (negative) – low.	Not likely to have an effect on an invitee's ability to attend the event, there is however, a possibility of unconscious bias could exclude attendees from discussions, networking etc.	All attendees (including staff) will be made aware of EPSRC stance on ED&I. EPSRC facilitators to be alert to this possibility and prepared to take action to bring people into discussions if required.
Religion or belief	Yes (negative) – low.	Participation may be impacted if the event coincides with a religious holiday. Prayer times may overlap with the Event.	Effort has been made to select dates to avoid major religious holidays. We will attempt to find a venue with a suitable area for prayer if requested.
Sexual orientation	None identified .		

Sex (gender)	Yes (negative) – low.	Not likely to have an effect on an invitee’s ability to attend the event, there is however, a possibility of unconscious bias could exclude attendees from discussions, networking etc. discussions, networking etc.	All attendees (including staff) will be made aware of EPSRC stance on ED&I. EPSRC facilitators to be alert to this possibility and prepared to take action to bring people into discussions if required.
	Yes (negative) – low.	The Eol processes for the event may act as a barrier to the underrepresented gender’s attendance if they do not perceive themselves to meet the criteria.	We will strive to ensure that inclusive language is used in the Eol to encourage applications from underrepresented genders.
Age	Yes (negative) – low.	Not likely to have an effect on an invitee’s ability to attend the event, there is however, a possibility of unconscious bias could exclude attendees from discussions, networking etc.	EPSRC facilitators to be alert to this possibility and prepared to take action to bring people into discussions if required.
Additional aspects (not covered by a protected characteristic)	Yes (negative)-medium.	Unconscious bias during sifting	It is possible that unconscious bias could affect the sifting and selection of potential attendees. All staff involved in sifting will be made aware of this and if bias of any form is noted a new sifting panel will be arranged and sifting re started.
	Yes (negative)-medium.	Caring responsibilities could impact on whether invitees are able to attend.	We will strive to run the event on a Tuesday, Wednesday or Thursday to minimise the need to travel on weekends. There is the potential

			<p>that the event will be held in the penultimate week of October, which coincides with half term in some local authorities in the UK. In this case we will aim to inform attendees of workshop dates and confirm attendance with sufficient notice to ensure attendees are able to put arrangements in place.</p>
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Evaluation:

Question	Explanation / justification	
Is it possible the proposed change in policy, funding activity or event could discriminate or unfairly disadvantage people?	The proposed event is not expected to (significantly) discriminate or unfairly disadvantage any groups of people. The steps above should avoid bias and discrimination against people, however the process will be monitored to ensure that discrimination does not occur. If any discrimination is seen then appropriate steps will be taken to rectify the situation.	
Final Decision:	Tick the relevant box	Include any explanation / justification required
1. No barriers identified, therefore activity will proceed .		
2. You can decide to stop the policy or practice at some point because the data shows bias towards one or more groups		
3. You can adapt or change the policy in a way which you think will eliminate the bias	Yes	If the barriers identified begin to show bias towards a particular group and/or excluding another group, steps will be taken to address this. If at any point these barriers cannot be removed the event can be stopped or cancelled.
4. Barriers and impact identified, however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g. in extreme cases or where positive action is taken). Therefore you are going to proceed with caution with this policy or practice knowing that it may favour some people less than others, providing justification for this decision.		

Will this EIA be published* Yes/Not required (*EIA's should be published alongside relevant funding activities e.g. calls and events:	Yes
Date completed:	12 th July 2019
Review date (if applicable):	

Change log

Name	Date	Version	Change
	When published	1	