

BBSRC Action Plan for Equality, Diversity and Inclusion

Our ambition is for BBSRC to be recognised as a leader in equality and inclusion in the research community, working with partners throughout the sector. This action plan represents the actions we will take to achieve this.

Objective	Actions to be taken	Lead Responsibility	Date for completion of action	
Leading by example				
Provide visible leadership in Equality and Diversity	Ensure that Equality and Inclusion has a high profile and active presence on the BBSRC website	Patrick Middleton	April 2016 and ongoing	
	Achieve minimum published targets for the under-represented gender on Council, advisory, peer review, referee pools and appointment committees	CEO	April 2017	
	Achieve improved diversity in the membership of BBSRC Council, advisory and peer review bodies	Publish annually diversity data for applications to and membership of BBSRC Council, advisory and peer review bodies	David McAllister	December 2016
		Work with the eight BBSRC strategically funded institutes to support achievement of ATHENA SWAN bronze with at least 4 to have reached silver with additional accreditation in Race Equality Charter Mark Scheme, Stonewall Diversity Champions	Janet Storey	March 2017
		Encourage participation in schemes such as Athena SWAN, Stonewall Diversity Champions and similar initiatives across the top 30 institutions funded by BBSRC.	Laura Notton	April 2017

Challenging bias and ensuring fair and inclusive funding processes			
Transparency and accountability who and how BBSRC funds research	BBSRC and key funding partners will ensure that the advisory community will access the on-line module on unconscious bias in advance of taking part in key decision-making meetings such as peer review	Janet Storey	December 2016
And	BBSRC (as part of RCUK) will lead and work with other funders to agree consistent messages relating to the identification and elimination of unconscious bias in decisions made by the advisory community.	David McAllister Janet Storey	June 2016
Ensure RCUK funding is not influenced by the gender of the applicant or by other protected characteristics	Conduct equality impact assessments on the process for appointing members to assessment committees and strategy panels	Jo O'Leary	April 2017
	Conduct equality impact assessments on the setting up of funding mechanisms	Jo O'Leary	April 2017
	Evaluate anonymous peer review mechanisms and define an approach tailored to the BBSRC community and funding schemes.	Jo O'Leary	April 2017
	Identify how BBSRC can facilitate the entry and progression of individuals from under-represented groups into a scientific career. Monitor studentship and fellowship data for trends in recruitment and retention	David McAllister	March 2017

	Examine gaps in the current funding portfolio and identify ways to support those that take longer to enter and re-enter the scientific workforce	David McAllister	
	Routinely publish application and success rate diversity data (in line with RCUK metrics framework)	David McAllister	Ongoing
	Maintain awareness with Research Organisations, HoDs and DTP Directors of BBSRC's active monitoring the diversity statistics for grant applications and studentship recruitment	CEO	Ongoing
Leading and supporting change in our research community			
	BBSRC will work in partnership with ECU to recognise the Charter Marks as models of best practice for advancing the careers of women and trans staff and for improving the representation and progression of minority ethnic staff in HEI's and Research Organisations.	Janet Storey	Ongoing
	BBSRC will review the findings and recommendations from the HEI gender review and identify best practice and barriers that impact the progression of women into research and sector leadership positions.	David McAllister	October 2016
	RCUK Assurance will operate an associate resource model which will use subject matter experts in the assurance programme	RCUK Assurance	September 2016

	BBSRC will work with two industrial partners to identify best practice in creating an equal and inclusive organisation	David McAllister	Initiate February 2016
Employer Responsibilities			
Embed equality and inclusion in all areas of BBSRC Office: <ul style="list-style-type: none"> • recruit from a diverse group of applicants • increase representation throughout the organisation of those from under-represented groups • develop a culture that empowers and enables individuals to contribute to their full potential • foster an environment that supports the health and wellbeing of those we employ 	Appoint Executive level equality champion	Liz Hopkinson / Executive Group	December 2015
	Arrange unconscious bias workshops for BBSRC Council and Executive Group, and all staff; embed UB awareness into internal workshops, training etc	Nicky Dickinson	UB for Council and EG by July 2015; all staff by march 2016
	Collect and review data on recruitment, promotion, reasons for leaving, working patterns in relation to gender, disability, and BAME groups ¹	Nicky Dickinson	April 2016
	Ensure E&I MI requirements are built into requirements for any new system and/or OCRP changes	Liz Hopkinson	Sept 2016
	Carry out EIA ² for decision making fora (e.g. recruitment/promotion panels) and disseminate recommendations as applicable	Nicky Dickinson	June 2016
	Benchmark data, including against Athena Swan criteria	Nicky Dickinson	June 2016
	BBSRC will work with the Equality Challenge Unit to design an Athena SWAN framework for funders.	Janet Storey	July 2016

¹ BAME – black, Asian and minority ethnic groups

² Equality Impact Assessment

<ul style="list-style-type: none"> we provide a working environment that is free from harassment, bullying and unlawful discrimination 	Identify role models and use in recruitment literature as appropriate	Nicky Dickinson	June 2016
	Set up internal focus groups, workshops etc to investigate reasons why employees don't declare disability and put in place appropriate mechanisms etc to remove any barriers and create a culture where staff feel comfortable to declare disabilities	Louise Williams/Nicky Dickinson	June 2016
	Provide awareness seminars/training on mental health and wellbeing; arrange Mental Health First Aid courses; arrange RCUK lunchtime seminar to raise awareness of disabilities in the workplace	Louise Williams/Tanya Quinn/Sharon Carpenter	March 2016
	Arrange resilience training for all (stress management)	Tanya Quinn	March 2016
	Engage with external organisations (e.g. HEIs, those promoting disability) to promote BBSRC as place to work	Nicky Dickinson	September 2016
	Work to understand why there are fewer female employees at senior levels and put in place appropriate mechanisms etc to remove any barriers and to enable an equal gender balance.	Nicky Dickinson	June 2016
	As a Change 100 employer, Facilitate Leonard Cheshire intern placement	Nicky Dickinson	June – August 2016
	Review corporate literature and ensure it is free from unconscious bias language	Matt Goode/Tanya Quinn	September 2016