Introduction to UKERC

The UK Energy Research Centre (UKERC) carries out world-class, interdisciplinary research into sustainable future energy systems.

It is a focal point of UK energy research and a gateway between the UK and international energy research communities.

Our whole systems research informs UK policy development and research strategy.

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1. Introduction and Aims

UKERC’s Vision is to be the UK’s centre of excellence for creating and applying knowledge to inform the energy transition and build a low-carbon, sustainable future. Our Mission is to enable the UK research community to conduct independent, interdisciplinary research to inform net zero decision making by exploring new questions, methods and agendas, and maximising impact through local, national and international engagement. We will not achieve these aims unless we commit to improving Equality, Diversity and Inclusion (EDI) across the consortium; actively reaching out to and involving diverse groups will ensure a sustainable future that benefits everyone, rather than a select few.

We aim to foster an inclusive culture that is fair, values diversity and maintains a working and social environment in which the rights and dignity of our staff, researchers, students, partners and stakeholders are respected. Although both promote fairness, it is also important to distinguish between equality and equity. Equality is providing the same support to everyone, regardless of individual need, and equity is providing differential support according to individual need. By engaging directly with underrepresented groups, we can develop EDI policies that are targeted and enable them to thrive.

UKERC’S EDI Plan was created in the first five months of Phase 4 by UKERC HQ. Its purpose was to match agreed policy with concrete action, enabling UKERC to uphold its EDI commitments. As UKERC is not a legal entity and is instead a research collaboration between 20+ academic institutions, each influenced by their own EDI policies as well as those of UKRI, the aim was to reinforce, support and go beyond those procedures if appropriate.

This document was originally reviewed by UKERC’s Co-Directors and the Bartlett School of Environment, Energy and Resources’ (BSEER) EDI Team in 2019 (BSEER is the department that hosts UKERC at UCL). It has since been redrafted in response to the pandemic to reflect our learnings over the past two years. Version 2, which is the first to be published on our website, was approved by the Co-Directors and UKERC HQ on 4 January 2022. We would also like to thank CREDS for sharing valuable lessons with us regarding implementation of their own EDI Plan1.

We recognise that UKERC has some way to go on diversity and would therefore like to invite the wider community, particularly underrepresented groups, to provide feedback on this plan by publishing it on our website as a ‘living document’. It is open to revision and we encourage stakeholders to get in touch with any feedback.

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The following sections outline our responsibilities regarding EDI and set out how we aim to uphold them with regards to recruitment, bullying and harassment, flexible and remote working, career progression, communications and monitoring and reporting. Please note the glossary at the end of this document as it defines the terms and abbreviations used throughout.

2. Responsibilities

The Public Sector Equality Duty\(^2\) provides an overarching legal framework and sets out responsibilities for organisations to follow, notably the duty not to discriminate based on protected characteristics outlined by the Equality Act\(^3\). These include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, social or economic background, sex and sexual orientation. These characteristics can also be intersectional, meaning that individuals can fall into more than one category, further influencing how they might be treated.

The duty not to discriminate includes the treatment of all UKERC’s stakeholders and we must prevent bullying and harassment where possible. As UKERC is not a legal entity, the legal duties sit with our academic partners as employers rather than with UKERC itself, but this does not lessen our moral obligations as managers, employees, collaborators and colleagues.

Many UKERC-branded activities are cross-cutting, and to nurture interdisciplinarity we need to actively support the welfare of everyone involved; we want to go beyond the legal commitments to safeguard EDI standards. UKERC research\(^4\) has shown that the UK energy research community is insufficiently diverse and that the inclusion of, for instance, ethnic minority groups and women is inadequate, particularly at senior levels. We take our responsibility to address these existing inequalities seriously. For example, this led UKERC and the Research Councils to include improving diversity as a specific goal of our Whole Systems Networking Fund (WSNF).

For the duration of Phase 4, we aim to continue addressing inequalities by further developing awareness of bias, adopting measures to eliminate prejudice and by sharing good practice. By publishing a proactive EDI Plan that is kept up to date, UKERC will also provide a standard that may influence our participating institutions and the wider energy research community. The Director will send a letter to all UKERC partner institutions to introduce the plan, invite feedback and discussion and outline a requirement for each institution to provide regular updates of their own

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actions and progress towards addressing inequality and promoting an inclusive working environment.

The delivery of the EDI Plan will be led by the Operations Manager, who will report on progress to the Co-Directors, Advisory Board and UKRI as required. Though its implementation is the shared responsibility of all UKERC researchers and staff, progress will be monitored by the EDI Champion and the Co-Directors’ sub-committee for EDI, and operational support will be offered by the EDI & Impact Officer and Engagement Officer. EDI will be a tabled item for Co-Directors’ meetings at least once a year, in conjunction with the yearly EDI Plan review and report (see ‘Monitoring and Reporting’). Academic staff named in the Collaboration Agreement are responsible for delivery of the plan at their individual institutions and for external staff that report to them (e.g. Flexible Fund projects).

To ensure that UKERC is aware of and proactive in addressing issues that arise within the consortium, we aim to foster a culture of reflection and accountability. In September 2021 we appointed our first EDI Champion, a representative from the research programme whose purpose is to ensure that UKERC delivers on the commitments made in this plan; they have been heavily involved in the review of this document as well as other EDI initiatives like the WSNF. We also intend to establish an EDI Working Group, consisting of volunteers from across the consortium, to advise UKERC’s Co-Directors and HQ staff on relevant issues and share good practice.

**Action 1:** create EDI webpages on UKERC’s website that outline our responsibilities, policies and activities and publish the EDI Plan there in early 2022.

**Action 2:** send a letter from UKERC’s Director to all partner organisations upon publication of this plan.

**Action 3:** table EDI as an agenda item for the Co-Directors meetings at least once per year.

**Action 4:** establish an EDI Working Group of volunteers from across the consortium to advise the Co-Directors and UKERC HQ on EDI issues.

### 3. Recruitment

Though the composition of UKERC’s Co-Directors and their deputies is now more diverse than in the past, it still reflects the existing inequalities in energy research. This issue cannot be solved overnight, but it underlines the importance of diversity in our recruitment and career progression policies.
Since UKERC’s formation, we have successfully recruited high calibre female staff into responsible positions at HQ, the broader research programme and the Advisory Board, which as of February 2021 is composed of seven women and 10 men. Although we have made progress towards gender equality, we are still yet to achieve gender balance among both the Co-Directors and Advisory Board members.

However, gender is only one aspect of diversity. For example, though we have recruited staff members who identify as members of ethnic minorities, they remain underrepresented at all levels both within UKERC HQ and the research programme. We also suspect that disabled and LGBTQ+ staff are underrepresented at UKERC, although these characteristics are often invisible and we do not yet have the data to confirm this.

UKERC HQ will continue to ensure that equality and diversity are considered in all recruitment processes. Recognising that there are multiple facets to EDI, we aim for our recruitment processes to be inclusive and ensure that wider aspects of unconscious bias are addressed.

It is important to note that, as UKERC is a consortium, we cannot enforce EDI in recruitment at our participating institutions; each one has its own policies regarding elements like training and review panel composition. In these cases, we can only encourage best practice.

**Action 5:** in job adverts and descriptions – include an EDI statement to encourage applications from under-represented groups; include links and/or references to UKERC’s EDI commitments and supportive action (e.g. flexibility and family-friendly working hours); ensure a balance of gender-coded language\(^5\) using Kat Matfield’s Gender Decoder\(^6\) tool or equivalent.

**Action 6:** partner with specific organisations to ensure that vacant positions are widely advertised to diverse groups.

**Action 7:** when interviewing for positions at UKERC HQ – ensure that all staff involved with recruitment and selection have undertaken diversity training; ensure that appointment panels are diverse (e.g. in gender, ethnicity, career stage); include a Diversity Advisor.

**Action 8:** provide a statement on our EDI webpages saying that we expect all staff involved in recruitment and selection at UKERC’s institutions to have undertaken diversity training and that recruitment panels should be diverse (e.g. in gender, ethnicity, career stage).

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4. Bullying and Harassment

Bullying and harassment of staff, researchers, students, contractors and external stakeholders is unacceptable and will not be tolerated within UKERC. We expect all institutions involved to promote a culture of respect, with zero tolerance for inappropriate behaviour. They should have clear procedures for making and handling bullying and harassment complaints, and we expect these procedures to be accessible and adhered to. We will promote awareness of UKERC’s responsibilities in this area and intend to model good practice.

Where both the complainant and subject of any complaint are employed by the same institution, we expect the issue to be addressed within the procedures of that institution. Where the complainant and the subject of the complaint are in different institutions, the complaint can be made via the procedures of either or both employing institutions. In these cases, where the complaint arises from UKERC activities, UKERC’s Director (or Co-Directors) may need to advise the concerned parties of the appropriate process and/or direct the concerned parties to contacts and policies at the relevant institutions. Responsibility for advice and support lie with the UKERC Director and named representatives in the relevant institutions (as named in the Collaboration Agreement). In their absence, or if they are involved, the Director or Operations Manager will ensure appropriate support. UKERC staff and researchers, including employees of other institutions who have relevant information, will be advised to give evidence through the appropriate process. With this exception, all matters relating to such complaints will be treated as confidential.

Action 9: provide a statement on our EDI webpages encouraging consortium members to familiarise themselves with the relevant policies of their home institutions, stating that we expect all staff to have undertaken inclusion ally training if available.

Action 10: make complaints procedures visible on our EDI webpages and provide contact information of UKERC staff that can provide support.

5. Flexible and Remote Working

Due to its competitive nature, academia has a ‘long hours’ culture. This means that staff tend to stay at work for longer than their contracted hours. People with demands on their time outside the workplace, for example primary carers (who tend to be women) and those with disabilities or long-term health conditions, may find their career progression is negatively impacted as they cannot stay at work for as long as their colleagues. More broadly, a long hours culture is not conducive to a work-life balance and affects everybody’s wellbeing.
One of UKERC’s Phase 4 objectives is to promote EDI across the energy research community and this extends to flexible working practices. All UKERC’s partners have their own conditions of employment and if a staff member makes us aware of these we will honour them, for example by accommodating part/flexitime working and career breaks. We will highlight this at the point of recruitment in job adverts and descriptions. If staff require additional care arrangements to attend UKERC meetings or events, we will (within what is permissible under the constraints of our grant) seek to reimburse any expenses that go beyond ordinary care. This will be done in line with EPSRC’s guidelines\(^7\) for supporting carers. Any requests for flexible working or access constraints relating to a disability will be given due attention by event organisers, as will the availability of those participating in important religious festivals. Additionally, in line with our Sustainability Policy, we will visit event venues to explore their suitability from an EDI perspective. Such visits will consider the historical context of the venue, whether it has an EDI policy, if it is fully accessible and celebrates diversity through their décor such as the art and images on display. To the extent possible, UKERC meetings will be scheduled between core working hours of 10:00-15:00 Monday-Friday.

This plan was reviewed in November 2021, nearly two years after the coronavirus pandemic began. During that time, it has been demonstrated that many staff can work productively and effectively from home. Although each institution has their own policies, UKERC recognises the benefits of remote working and intends to continue supporting it. As an example, online meetings remove the need for travel, meaning our geographically dispersed Co-Directors can collaborate more frequently.

That said, remote working brings many challenges. Some examples include: ‘Zoom fatigue’\(^8\); finding it harder to switch off, as the distinction between work and home life is blurred; feelings of intrusion, as we now get an intimate insight into people’s homes; balancing conflicting commitments like childcare, especially when schools were closed; difficulty communicating through a screen, especially for those with disabilities, chronic conditions or who are neurodivergent.

To overcome these issues, UKERC intends to model best practice in remote working, for example: being mindful of event/meeting length and ensuring attendees take regular breaks; encouraging staff to log off at the appropriate time; allowing people to blur their backgrounds/use virtual ones; scheduling events/meetings at inclusive times, for example around the school run/holidays or religious festivals; encouraging staff to turn their cameras on when they are speaking or presenting so attendees can see their face. However, this list of actions is not exhaustive, and we intend to expand our understanding of best practice in remote working as it develops.


Action 11: include a statement in job adverts that we support flexible working patterns.

Action 12: outline procedures for the reimbursement of expenses that go beyond ordinary care (decisions are made case-by-case and expenses must be pre-approved by UKERC’s Operations Manager) on our EDI webpages.

Action 13: provide contact details for the relevant UKERC HQ team member on our EDI webpages so that staff can inquire about support for flexible arrangements during UKERC-badged activities.

Action 14: provide best practice guidance for remote working on our EDI webpages and update these as more information becomes available.

6. Career Progression

All of UKERC’s institutions support the ‘Concordat to Support the Career Development of Researchers’9, also signed by the Research Councils. Progression in academia is highly competitive, and leading a project is hugely impactful for someone’s career. However, UKRI financial rules state that only staff on permanent contracts are eligible to apply for grants as Principal Investigators. This means that staff on fixed-term contracts are often excluded from leading projects, and those who belong to underrepresented groups fall disproportionately into this category. We will therefore use the commitment to EDI within the Concordat and in this plan to seek improved job security and progression opportunities for those on fixed-term contracts.

UKERC’s Whole Systems Networking Fund (WSNF) is intended to improve EDI in energy research. This can be achieved in a number of ways, for example through project team members (i.e. participation of individuals that belong to underrepresented groups), research topics, beneficiaries, stakeholders involved or activities conducted. From February to July 2021, UKERC HQ undertook three consultative activities (an interactive session at the General Meeting, an online survey and a virtual workshop) to collect views from the wider community on how best to use the fund. One of the most popular suggestions was to allow Early Career Researchers (ECRs) to lead projects; several previous awardees from the WSNF in UKERC’s Phase 3 have testified to the profound impact this has had on their careers. To demonstrate our commitment to career progression, we will allow ECRs to lead WSNF projects in Phase 4. We are currently using CREDS’ definition10 of an ECR (‘those active in energy research who have not previously led a project

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exceeding £100k’) because there is no official standardised definition used by the academic community. We intend to create and convene our own ECR Committee (outlined below) to further investigate possible definitions. However, it is possible that allowing ECRs to lead projects will create problems during contracting with partner institutions as each organisation has their own rules around who can hold grants; we will provide as much support to aspiring project leads as we can.

One of the main aims of the WSNF is to ‘do things differently’ and investigate what can happen when research practices are made more equal, inclusive and diverse. As such, we have developed a two-stage assessment process for proposals. Applicants will be required to submit a project plan, personal statement, and EDI/impact statement. As blind assessment is considered best practice in EDI, the first stage is a blind screening that will assess the project plan and EDI/impact statement. All identifying information will be removed, meaning our screening panel will only assess the feasibility and quality of the ideas, not who submitted them. Proposals that pass this first stage will move to a non-blind assessment stage, where the fund’s Steering Group will assess all three parts of the application, including personal statements with identifying information. We hope this process will support career progression by removing assessor bias and shifting the focus away from years of experience, thereby levelling the playing field for ECRs. As it is the first time that we are trialling this process, we will keep a record of what worked and what didn’t to inform our future fund allocation.

We intend to welcome all projects funded by UKERC (WSNF, Flexible Fund and integrating projects) into the research programme and make them feel part of the consortium. This will include supporting project teams’ career development through targeted activities. The consultation process highlighted the following as the most useful to ECRs: attending (and possibly presenting) at UKERC events, which creates networking opportunities; coaching and career advice from our experienced community of researchers; establishing peer support groups; running workshops around key themes, for example how to write successful bids, research integration or interdisciplinarity. We intend to run a combination of these activities.

Furthermore, we will set up an ECR Committee so that our ECRs can share their experiences and highlight activities they would find beneficial to help us design opportunities that best suit their needs and interests.

**Action 15:** allow ECRs to lead WSNF projects in UKERC Phase 4 and run career development activities for ECRs, WSNF and Flexible Fund project teams.

**Action 16:** trial a two-stage, semi-blind assessment process for the WSNF in Phase 4.

**Action 17:** set up and convene the first ECR Committee meeting by the end of 2021.
7. Communications

We will ensure that EDI is considered in all Centre communications, both internal and external.

For example, we will use images that represent the diversity of the UK population, are inclusive and relevant. Image captions will be provided in publications, as will alt-text for images used on the website and on social media (e.g. in tweets). All online and published materials will be compatible with screen readers for those with visual or hearing impairments and we will add an accessibility statement to the website. We will try to ensure author diversity (of publications, blogs, newsletter and website contributions) as much as possible. In terms of events, we will use accessible venues and try to ensure speaker and stakeholder diversity as much as possible.

UKERC’s Communication Strategy will set out how we plan to account for EDI in our communications and the dissemination of research outputs in more detail.

**Action 18:** update UKERC’s Communication Strategy by the end of 2021 to reflect this EDI policy and monitor the delivery of commitments made throughout 2022.

8. Monitoring and Reporting

To ensure diversity at UKERC is improving, we will begin collecting equality monitoring data for the consortium to establish a baseline for progress review. All data will be monitored within the constraints of GDPR. As we are starting from scratch, we first intend to capture the diversity of our staff from UKERC HQ and the research programme. Once processes have been established, we will extend this to speakers/panellists at our events, authors/contributors to our communications and other collaborators and partners across our activities. However, these latter groups are more difficult to capture, as they are fewer in number which means the anonymity expected from an equality monitoring form is compromised. Through conversations with our partners, it has been highlighted that linking an equality monitoring form to annual event sign up increases uptake and captures the largest number of (often the same) people, which allows you to build a yearly dataset; we will explore this option. Clear measures of UKERC’s success in delivering on its EDI commitments will include the observation of more diverse cohorts, committees, speakers and increasing levels of community satisfaction.
To ensure an active and ongoing commitment to EDI, in 2021 we created a number of new roles to drive forward EDI initiatives. Firstly, a new Co-Directors sub-committee for EDI was established to ensure EDI issues are brought to the attention of some of the consortium’s most senior members, to gather their insight and guidance. As highlighted under ‘Responsibilities’, we also recruited the EDI Champion whose primary role is to hold UKERC accountable to the pledges made in this plan. Additionally, in January 2022 we hired our first EDI & Impact Officer, a permanent member of HQ staff who will support the implementation of EDI initiatives. We also intend to set up an EDI Working Group so that volunteers from across the consortium can share EDI concerns with us as they arise.

These individuals will play key roles in monitoring and reporting. Each year, relevant HQ staff and the EDI Champion will conduct a systematic progress review of this plan, updating its content with relevant issues and ensuring actions have been met. We will consider developing Key Performance Indicators (KPIs) to identify which actions have been most effective, what can we build on and if not what can we do differently; this will enable our policy to be strategically adaptive. The EDI Plan review will feed into our annual reporting to the funders.

The review will also inform UKERC’s ‘Annual EDI Goals’, a checklist managed by UKERC HQ that ensures actions in the EDI Plan are met. Depending on size/complexity, actions may be broken down into a series of smaller tasks. Each task will be given an owner and the checklist will be regularly updated with progress, e.g. the date tasks were completed.

**Action 19:** create a GDPR-compliant, anonymous equality monitoring form to capture diversity within the consortium. Explore linking this to annual event sign-up and extending it to other groups in the near future.

**Action 20:** review the EDI Plan annually and report on progress to the Co-Directors, Advisory Board and UKRI (on timescales to be set by UKRI). Consider developing KPIs.

**Action 21:** use actions in the EDI Plan to inform UKERC’s Annual EDI Goals, assigning a specific member of staff as the owner of each task to ensure actions are completed.

### 9. Version Information

This document was inspired by CREDS’ EDI Plan. It has been modified to suit UKERC as a result of stakeholder engagement activities (both internal and external) in 2019 and review in 2021. It is also a ‘living document’, and we intend to update it regularly based on feedback from the wider community.
10. Glossary

**Bullying:** seeking to intimidate, coerce or harm someone perceived as vulnerable.

**Community:** UKERC’s community encompasses those engaged with UKERC, i.e. its researchers who are spread across 20+ institutions, HQ staff, Advisory Board members and expert advisors on the Research Committee and WSNF Steering Group. When we refer to ‘wider community’ or ‘energy research community’, we add those engaged in energy research outside of this group.

**Diversity:** the practice of including or involving people from a range of different age groups, social and ethnic backgrounds, genders and sexual orientations.

**ECR:** Early Career Researcher.

**EDI:** Equality, Diversity and Inclusion.

**Equality:** treating everyone in the same way, regardless of individual differences or needs.

**Equity:** providing specific support that takes individual differences or needs into account.

**Ethnic minority:** people who identify as belonging to a group that has different national or cultural traditions from the majority of the population.

**GDPR:** General Data Protection Regulation, the toughest privacy and security law in the world drafted and implemented by the European Union (EU).

**Harassment:** aggressive pressure or intimidation.

**Inclusion:** the practice of providing equal access to opportunities and resources for people who might otherwise be excluded or marginalised.

**Intersectional:** relating to intersectionality, i.e. the interconnected and often overlapping nature of social categorisations, and how it applies to a given individual or group. For example, for an individual who identifies as Black and LGBTQ+, their race and sexuality intersect. This intersection affects the way the world sees them and how they are treated.
**LGBTQ+:** Lesbian, gay, bisexual, trans, queer/questioning and other sexual orientations and gender identities.

**Long hours culture:** staff tend to stay at work for longer than their contracted hours, i.e. there is a social expectation to do so even if there is no official rule.

**Marginalised groups:** people that are treated as insignificant or peripheral.

**Protected characteristics:** specific aspects of a person's identity defined by the Equality Act 2010. The 'protection' relates to protection from discrimination.

**Neurodivergent:** describing mental or neurological function that is considered atypical. For example, someone with autism is considered neurodivergent.

**Wellbeing:** the state of being comfortable, healthy and/or happy.

**WSNF:** Whole Systems Networking Fund, UKERC’s research fund specifically dedicated to improving EDI in energy research.