

Gender Equality Plan (GEP)

The John Innes Centre (JIC) values the diversity of our staff and students and are committed to the creation of a positive environment which is fair, welcoming and inclusive where everyone is treated with dignity and respect. Our [Dignity at Work Policy](#) also raises awareness amongst staff of the unacceptable behaviours that may constitute harassment and bullying and provides a framework in which harassment and bullying complaints can be resolved. JIC holds a Gold Athena Swan Award which sets out much of our plans and targets for Gender Equality. As a prerequisite of eligibility under the new Horizon Europe programme applicants are required to have a published Gender Equality Plan which addresses certain mandatory fields. Below outlines how JIC meets these requirements.

1. Mandatory requirements for Institute GEP

- Must be Published and have official endorsement

Horizon Europe Requirement: *The GEP should be a formal document signed by the top management and disseminated within the institution. It should demonstrate a commitment to gender equality, set clear goals and detailed actions and measures to achieve them.*

The John Innes Centre is proud to be the first institution to be awarded the Gold Athena Swan Award. This award demonstrates the institute's commitments to gender equality and recognises a culture that embraces flexibility, to provide family-friendly working practices, while demonstrating a commitment to career advancement for all. [Our Athena Swan application and action plan can be found here](#). Our Athena Swan application was endorsed and supported by the Director of JIC, and its action plan sets out clear goals, detailed actions against which our progress can be measured.

- Must have dedicated resources

Horizon Europe Requirement: *A GEP must have dedicated resources and expertise in gender equality to implement the plan. Organisations should consider what type and volume of resources are required to support an ongoing process of sustainable organisational change.*

Our Inclusivity and Diversity Committee meets quarterly to ensure that we maintain the inclusive nature of the institute. Under our Athena Swan award our Self-Assessment Team meet quarterly to review progress against our action plan. [More information regarding Equality, Diversity and Inclusion at JIC can be found here](#). Since January 2022, JIC has had an Equality Diversity and Inclusion Advisor (0.5 FTE). A substantial portion of the role is dedicated to supporting the implementation of the Athena Swan action plan and ensuring the Athena Swan Gold award is successfully renewed.

- Must include arrangements for data collection and monitoring

Horizon Europe requirement: *Organisations must collect sex/ gender disaggregated data on personnel (and students, for the establishments concerned) with annual reporting based on indicators. Organisations should consider how to select the most relevant indicators, how to collect*

and analyse the data, including resources to do so, and should ensure that data is published and monitored on an annual basis. This data should inform the GEP's objectives and targets, indicators, and ongoing evaluation of progress.

JIC collects data on gender for all employees. These data are analysed and reported annually to the JIC Inclusivity & Diversity Committee. The data are used to inform the JIC Inclusivity & Diversity Strategy going forward. In addition, JIC has included a comprehensive analysis of gender data in its Athena Swan application and publishes its statutory Gender Pay Gap report.

- Must include provision for training and awareness building

Horizon Europe Requirement: *The GEP must also include awareness-raising and training actions on gender equality. These activities should engage the whole organisation and be an evidence-based, ongoing, and long-term process. Activities should cover unconscious gender biases training aimed at staff and decision-makers and can also include communication activities and gender equality training that focuses on specific topics or addresses specific groups*

All staff are required to undertake mandatory online training in *Understanding Bullying & Harassment* and *Equality & Diversity* with a requirement that staff resit these training modules every two years. New managers are also required to attend a *Managers Guide to Bullying & Harassment* course. Recruitment and selection training embeds unconscious bias training and includes links to the Royal Society Understanding Unconscious Bias briefings and YouTube video on Recruitment Bias in Research Institutes. Unconscious bias training is delivered to Group Leaders and is embedded within all relevant training programmes. Further information can be found in Section 5 of our Athena Swan application.

2. Recommended additional content of GEP

- Work life balance and Organisational Culture

Work life balance and Organisational Culture is covered in detail within our Athena Swan application, Section 5.4. JIC also has policies for Flexible Working Policy, Family leave and Parent/Carers and is a firm advocate of "[Women in Science](#)". There is a dedicated "[Parents and Carers](#)" support group and initiatives designed to promote a healthy work-life balance such as the Family/Dependant Support Fund and family friendly meeting times are listed [here](#).

- Gender balance in leadership and decision making

Senior Management committees within JIC have been reviewed and restructured where required to reflect JIC business whilst ensuring gender balance and a broad membership where possible. More detail on this can be found in our Athena Swan application, Section 5.

- Gender equality in recruitment and career progressions

Career development and details on quality in recruitment at JIC can be found in our Athena Swan application. [Specific examples of initiatives designed to improve retention of parents and carers are](#)

[listed here](#) and include providing additional staff resource for Research Leaders while on maternity, adopting or shared parental leave.

- Integration of the gender dimension into research and teaching content

Athena Swan application details the measures that JIC is taking to improve gender balance and ensure equal representation across disciplines. More details can be found in section 5 of our Athena Swan application.

- Measures against gender-based violence including sexual harassment

JIC is a signatory to the Norwich Bioscience Institute “*Dignity at Work*” policy which includes guidance regarding bullying and harassment. JIC also has its own policy on “*Bullying and Harassment*”. All JIC staff are required to attend online “*Bullying and Harassment*” training and new managers are required to attend the online “*Managers guide to Bullying and Harassment*”. These measures raise awareness amongst staff of the unacceptable behaviours that may constitute harassment and bullying, and provide a framework in which harassment and bullying complaints can be resolved.