



Organisational Survey Privacy Statement v1.1

Thank you for agreeing to take part in the survey of the above research project.

It is important for you to understand why we are conducting this research, so please take time to read the following information carefully and discuss it with others if you wish. Ask us if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part and thank you for reading. **Please note that by filling this survey, you would be agreeing to the conditions of your participation.**

Background and context

The Institution of Environmental Sciences (IES) has partnered with Delta-Simons, Bureau Veritas and the Environment Agency to collaborate on this broad research project entitled: *“Ethnic Diversity in the Environmental Sector: Understanding the perceptions and experiences of professionals from ethnic minorities”*.

There is a growing body of evidence that suggests disparity pertaining to nature/green space access¹ and environmental education opportunities² that correlate with culture, race and ethnicity. The environmental profession was ranked as the second least ethnically diverse profession in the UK in 2017³. In the same report, 3.1% of environment professionals identified as non-White British ethnicities versus 19.9% in all occupations³. Current data is unavailable as to whether these figures have remained as they are. Firstly, an update on these figures is required. Secondly, in the event that these figures have remained consistent, there is strong evidence to imply a dissonance in the representation of communities most impacted by environmental issues and those at the forefront of research and solution design. This dissonance forms the basis for why the IES is developing a tiered system of important initiatives⁴ to tackle the lack of ethnic diversity within the environmental science sector. The first step towards tackling such a lack involves understanding its existence and potential causes for such an existence – therefore, the IES is beginning its diversity initiative with an exploratory project (for which you have been invited to participate, hitherto referred to as research project).

Aims

The research project has been designed and developed with a twofold aim:

- It aims to conduct a status study of the environmental sector vis-à-vis ethnic diversity to identify positive and negative trends within the environmental sector
- It also endeavors to explore, understand and analyze the existing opportunities and problems for professional from ethnic minorities in the sector

We are gathering data from a number of sources to ensure decisions are led by evidence and to ensure the initiatives we build are going to be the most effective and beneficial in addressing the ethnic diversity gap. Importantly, we recognise that no two individual's experiences are going to be the same, and we recognise that there will be a combination of factors that have influenced your experiences, thoughts and decisions regarding the sector that do not purely relate to your ethnicity.

There are four data sources we will be gathering primary evidence from:

- **a survey for environmental organisations to assess the number of individuals from different ethnic groups at different levels of seniority**



- informal in-depth interviews with individuals from “ethnic minorities” to understand their experiences and motivations regarding the sector
- interviews with heads of environmental organisations to understand ethnic diversity within their organisations
- an individual survey to be filled by 100 individuals of any ethnicity to broaden the information base of this research

This invite and privacy statement pertain to the organisational survey.

How are the IES defining ethnicity and the term “ethnic minority”?

We recognise that ethnicity is a multi-faceted, complex and dynamic phenomenon that will be personal to you and your identity. Definitions of ethnicity continue to evolve and change as society explores the topic of ethnicity, race, culture and identity.

Additionally, we recognise that defining ethnicity by using categories rather than an open field may remove an individual's ability to choose the ethnicity for which they would self-identify intrinsically. In order to strike a balance between an individual's self-identity and gathering data that can be analysed and compared, we will be using the following defined groups as used by the Census (England and Wales) Order 2020⁵, with the option of stating which specific ethnicity within chosen group that one identifies as, or an “Other, please describe” option if none of the listed ethnicities match the identity:

- **(a) “White** and whether English/Welsh/Scottish/Northern Irish/British, Irish, Gypsy or Irish Traveller, Roma, or any other White background (stating which);
- **(b) Mixed/multiple ethnic** group and whether White and Black Caribbean, White and Black African, White and Asian, or any other Mixed/Multiple background (stating which);
- **(c) Asian/Asian British** and whether Indian, Pakistani, Bangladeshi, Chinese, or any other Asian background (stating which);
- **(d) Black/African/Caribbean/Black British** and whether Caribbean, African background (stating which), or any other Black/Black British/Caribbean background (stating which); or
- **(e) Other ethnic** group and whether Arab or any other ethnic group (stating which).”

For the purposes of this research project, we define the term “ethnic minority” as any individual who identifies with the wider categories b, c, d or e as listed above.

Will my organisation's taking part in this project be kept confidential?

All the information that we collect about your organisation during the course of the research will be kept strictly confidential. Any identifying markers will not be present or made publicly available in any ensuing reports or publications. In the event that an answer you provide may include identifying details your organisations or its employees, we will ensure these are kept strictly confidential. Answers will be aggregated to identify trends, and individual answers will not be made publicly available in any ensuing reports or publications.

How will you collect, process, store and delete data?

We are legally required to comply with the GDPR⁶ in the collection, processing and storage of data, including special category data such as ethnicity⁷.



Surveys are hosted on Survey Monkey. Survey responses will be anonymised and downloaded as soon as reasonably possible, but no later than 28 days after the survey end date, and stored on IES remote servers. Survey data will then be permanently deleted from Survey Monkey manually, and these data will be permanently deleted from Survey Monkey servers after 60 days, as per their Retention and Restoration Policy⁸

For any data provided, including special category data such as ethnicity or race, in any documents or application processes associated with this research, and any answers provided as part of our data collection methods, will be stored securely on IES remote servers. These servers are not directly connected to the internet and can only be accessed by authorised individuals from the IES office using designated passwords, and documents within those servers can be additionally password protected. Servers are backed up every 30 days. Data pertaining to contact details for participating organisations will be stored on the IES servers in password protected documents for 2 years, after which they will be permanently deleted. These will be stored for this duration in the event that a participant needs to be contacted as a result of this research. Survey data will be archived and stored on IES servers for 5 years in case there are questions or concerns relating to their authenticity. These will then be permanently deleted.

Please note, there will be no cross-referencing of organisations participating in this research project with accounts held by the IES in their online database CiviCRM. Data will be strictly kept separately from any existing records or accounts for participants.

What will happen to the results of the research project?

Results of this project will be collated into a report, to be published on the IES website in October 2021, and distributed to our partner organisations, membership and publicly available online. Your organisation will not be identified in any report or publication: no names of organisations will be given and data will be aggregated to avoid identifying details.

Who is organising and funding the research?

The IES are the lead organisation on this research. The project is funded three ways by Delta-Simons Environmental Consultants Ltd⁹, Environment Agency¹⁰ and Bureau Veritas UK Limited¹¹.

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Thank you for taking the time to read this privacy statement and if you decide to participate in this important research project, we are very grateful. Please note this copy of the privacy statement is for you to keep.

References

- 1 Ferguson, M., Roberts, H.E., McEachan, R.R.C., and Dallimer, M. (2018) Contrasting distributions of urban green infrastructure across social and ethno-racial groups. *Landscape and Urban Planning*, 175: 136-148. <https://doi.org/10.1016/j.landurbplan.2018.03.020>
- 2 Miriti, M.N. Nature in the Eye of the Beholder: A Case Study for Cultural Humility as a Strategy to Broaden Participation in STEM. *Educ. Sci.* 2019, 9, 291. <https://doi.org/10.3390/educsci9040291>
- 3 <https://policyexchange.org.uk/wp-content/uploads/2017/03/The-two-sides-of-diversity-2.pdf> (accessed April 2021)
- 4 <https://www.the-ies.org/news/ies-diversity-initiatives> (accessed April 2021)
- 5 <https://www.legislation.gov.uk/ukdsi/2020/9780111193617/schedule/2> (accessed April 2021)
- 6 <https://gdpr-info.eu/> (accessed April 2021)
- 7 <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/special-category-data/> (accessed April 2021)
- 8 https://help.surveymonkey.com/articles/en_US/kb/SurveyMonkey-Data (accessed April 2021)
- 9 <https://www.deltasimons.com/> (accessed April 2021)
- 10 <https://www.gov.uk/government/organisations/environment-agency> (accessed April 2021)
- 11 <https://www.bureauveritas.co.uk/> (accessed April 2021)