

Towards Race Equality

REPORT 2

A survey of HMPPS equality
managers in women's
prisons in England

April 2022

About this project

The Criminal Justice Alliance (CJA) and Independent Monitoring Boards (IMBs) have collaborated on a three-part project, *Towards Race Equality*, to improve outcomes for Black, Asian and minority ethnic people held across the women's prison estate in England.

The *Towards Race Equality* project aimed to:

- Gain a better understanding of the experiences of Black, Asian and minority ethnic individuals, foreign nationals, and Gypsy, Roma and Traveller people held in women's prisons.
- Improve the IMBs' understanding and monitoring of race equality issues across the women's prison estate by making recommendations to IMBs and the IMB Management Board.
- Make recommendations for the Ministry of Justice (MoJ), Her Majesty's Prison and Probation Service (HMPPS) and other agencies to address areas for improvement.
- Highlight good practice.

In order to achieve the above aims, this project surveyed prisoners within scope (Report 1), HMPPS equalities leads (Report 2) and IMB members across the women's estate (Report 3). Key findings were analysed and outlined in three separate reports.

The findings from the three surveys have led us to make 26 recommendations, which are directed at the MoJ, HMPPS, governors and directors of women's prisons, as well as the IMB Management Board and Board chairs and members. The full list of recommendations is available in the Executive Summary for the project.

Disclaimer

All quotations are included as written in the original survey responses.

The umbrella term 'BAME/BME', which amalgamates many different ethnicities and identities, has been avoided and instead written out in full. This project acknowledges that even when written out in full, this still involves grouping together different minority communities that does not fully reflect their distinct characteristics and needs or the impact of intersectionality. Foreign national prisoners, including White foreign national prisoners, are considered minoritised individuals in prison, so have been included in the project's scope.

As some respondents of the prisoner survey self-identified as transgender, this project has sought to be inclusive and accurate in its use of language by referring to 'individuals' and 'respondents' in the women's prison estate.

Acknowledgements

This project brought together the CJA and several IMB members in the women's prison estate with an interest in equality and diversity, with support from staff at the IMB Secretariat.

This project took place between July 2020 and April 2022. During this time, the project steering group has comprised:

Criminal Justice Alliance

- Nina Champion – Director
- Hannah Pittaway – Senior Policy Officer
- Amal Ali – former Policy Officer
- Victoria Ebun – former Policy and Research Intern
- Jessica Rennie – Unlocked Graduate formerly on a work placement

Independent Monitoring Boards

- Hilary Campbell – HMP/YOI Foston Hall IMB, Chair of IMB women's estate group
- Di Askwith – HMP Eastwood Park IMB
- Camille Cooke – HMP/YOI Bronzefield IMB
- Carolyn Harrison – HMP/YOI New Hall IMB

IMB Secretariat

- Jo Easton – Head of Policy and Impact
- Sarah Clifford – former Head of Policy, Training and Engagement
- Kate George – Policy and Impact Lead
- Jackie Otto – National Training Coordinator

We would like to thank Anne Owers (National Chair of IMBs) and Beverley Thompson (External Diversity and Equality Member of the IMB Management Board) for their support with this project.

We are especially grateful to the people in prison, the IMB members and HMPPS staff who completed our surveys.

We extend our gratitude to the University of Roehampton London academics who oversaw the prisoner survey data entry and undertook data analysis:

- Dr Alison Lamont – former Sociology Lecturer
- Dr Robert Busfield – Senior Sociology Lecturer

We would like to thank the following University of Roehampton London student volunteers for digitising the prisoner survey responses:

- Izzah Tasawar
- Benedicta Kang
- Eleanor Lodge
- Amani Siddiqi
- Lu Campos
- Emily Gadd

We would also like to express our deepest thanks to the women with lived experience who contributed to developing the survey for people in prison. In addition, we thank the organisations who supported the CJA in the early scoping stage of the project, including: Hibiscus Initiatives, the Muslim Women in Prison project, the Traveller Movement, the Zahid Mubarek Trust and Unchained Poetry.

Contents

1. Introduction	6
2. Equality and diversity in prison	7
3. The challenges of delivering race equality	11
4. Equality impact assessments and action plans	13
5. Staffing and training	14
6. Information and monitoring	15
7. Impact of Covid-19 restrictions on work to progress race equality	18
8. Conclusions	19
9. Bibliography	20
Appendix – Survey Form	21

1. Introduction

This report sets out the findings of a survey of equality lead managers at women's prisons. This survey explored how the equality function is resourced and managed locally, what the issues and challenges are, how data is used to identify and address disproportionality, and the effectiveness of equality staff's liaison with IMBs.

Methodology

The project steering group comprised the policy team from the Criminal Justice Alliance and IMB Secretariat, as well as Board members from the women's estate with a special interest in equality and diversity.

In November 2020, a questionnaire, developed by the project steering group, was sent by email to the equality lead managers in all twelve women's establishments (see [Appendix](#)). The individual managers were identified by IMB Chairs.

A total of 11 responses from equality staff at 10 women's prisons across both the open and closed estate in England were returned to staff at the IMB Secretariat, who summarised key findings for the steering group.

There are some limitations in this data collection method. These findings may not be reflective of all equality staff at these establishments, as the respondents' interpretation of each question may differ due to their own understanding of the role, experience and knowledge. For some of the questions, respondents were asked to use subjective scales and recall examples from their own experience, which will differ among individuals.

2. Equality and diversity in prison

Staffing of equalities

There is no mandatory staffing profile for equalities work and it is left to the Governor/Director to decide on the best fit for the prison. It is not surprising therefore that there was a range of different approaches.

The grade of the lead person ranged from prison officer to governor grade. In one case it was the head of learning and skills. Titles varied and included: equalities custodial manager/officer, decency manager, equality and diversity officer, and head of safety and equalities.

Only two respondents specified the weekly time allowance dedicated to their equalities work and both had 39 hours.

Six out of nine had other responsibilities, of which five were for safer custody and the other for purposeful activity within the prison. Three had no other defined responsibilities.

We asked people to describe what they most enjoyed about the role. The answers showed a real motivation to make a difference and much appreciation for the variety of the role. The following are some of the responses:

- 'The variety and being able to think out of the box to develop new initiatives. Also educating/promoting staff and residents of the importance of diversity and inclusion.'
- '...where do I start, I love making a difference and ensuring everyone has a voice and feels included and all those barriers are removed.'
- 'Providing decent, multi-disciplinary quality care for the women in our care.'
- 'Close interface with prisoners and the ability to make immediate changes which affect their day to day lives.'

Meetings

There is no requirement for prisons to convene meetings specifically to consider diversity. All prisons had a diversity and equality action team or its equivalent.

Those attending meetings included department heads (including from healthcare and the chaplaincy), prisoner representatives, voluntary sector providers, and IMBs (as observers).

The topics discussed varied. Seven out of 10 mentioned reviewing or considering all or some of the nine protected characteristics. Three out of 10 mentioned considering discrimination incident reporting forms (DIRFs).

Seven out of 10 reported that the diversity meetings were chaired by the Governor/Director or their deputy. This is particularly important in relation to the leadership shown on diversity issues in prisons.

The frequency of meetings ranged from monthly to quarterly. Diversity and equality issues were also discussed in other meetings; for instance, use of force, adjudications, safety,

the rehabilitative culture, health and wellbeing, prisoner consultation and performance were all mentioned.

The specific focus on race equality varied. They included:

- taking forward action points
- identifying concerns
- identifying activities and ways to promote diversity
- scrutiny of data especially in relation to disparity between groups
- considering input from prisoner representatives
- identifying and following up actions arising from the Lammy recommendations
- trends arising from DIRFs.

Some respondents mentioned input from prisoner representatives through the diversity and equality meetings, focus groups or other forums. None of the respondents reported covering all of the above issues.

Good practice example

One prison included the following on the agenda:

1. Minutes of last meeting and matters arising
2. Report and analysis of DIRFs
3. Planning and completion of equality analysis
4. Update from external agencies
5. Feedback from residents diversity focus groups
6. Overall analysis of NOMS equality monitoring/SMART data
7. Key areas of need covering the protected characteristics
8. Action plans

We asked for examples of where race disparity had been identified and the outcome of the action taken. The following were given as examples:

Issue	Action	Outcome
Lack of products for people from Black and minority ethnic backgrounds on canteen list	Changed supplier and also purchased items from specialist shops	Increased range of products available
Diversity of meal choices	Convened a forum, chaired by catering manager	A menu that included more culturally appropriate meal choices
Unsuitable hair grooming items in reception for different types of hair	Purchased alternative types of comb	These available on reception for those that need them
Foreign national prisoners less likely to achieve enhanced status	Review of the reason for this. Identified that foreign national prisoners were not aware of the need to request this. Ensured they were made aware	Numbers improved to expected levels

The examples given tended to be issues that could be more easily resolved rather than more complex and systemic issues, such as the culture of the prison.

Promoting race equality in prison

We asked respondents to rate the extent to which the prison culture was favourable to race equality. Four respondents gave nine out of ten, three gave eight out of ten and three gave seven out of ten. We need to acknowledge that respondents may not be unbiased, as this is a reflection of their own work.

We asked how the prison ensures that the culture promotes race equality and diversity. All mentioned the importance of buy-in from senior leadership and putting on special events, such as activities for Black History Month. Nine out of ten mentioned newsletters and team meetings where issues relating to race are discussed. Five out of ten mentioned training on race equality and diversity.

Some of the more detailed responses included:

- 'For events we also try and promote as much as possible to hold inclusive events for staff and residents.'
- 'Celebration of cultural days, display boards, leaflets.'
- 'Activity/distraction packs in all languages. Awareness notice boards in staff areas and dining room to promote days to be remembered and festivals.'

- 'Speaking to under-represented groups about what would make them feel supported.'
- 'Publishing 'you said, we did' notices to show our work to promote an inclusive environment.'
- 'DIRF scrutiny panel which includes independent volunteers and residents.'

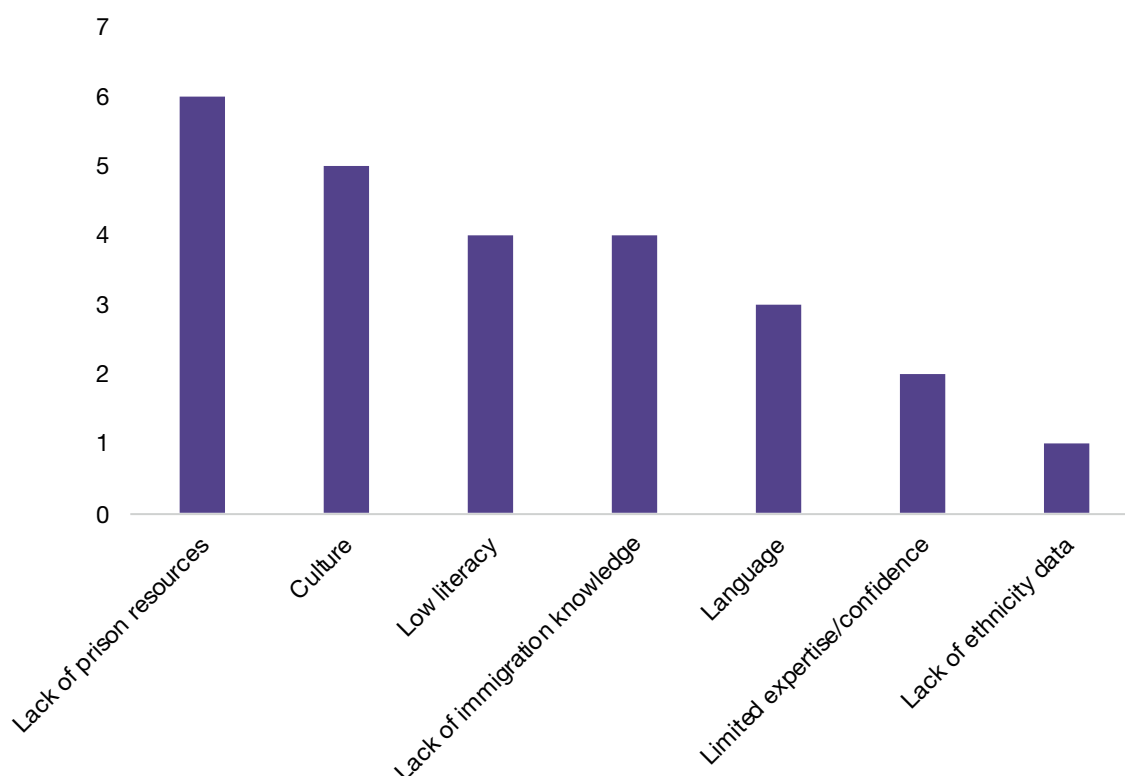
3. The challenges of delivering race equality

We asked about any concerns that had been raised in relation to race equality. Three prisons mentioned the lack of products suitable for Black, Asian and minority ethnic women on the canteen list, for instance products to prepare different types of cuisine. One prison mentioned limited support for foreign nationals and lack of knowledge about Gypsy, Roma and Traveller individuals. One mentioned an increase in racially discriminatory comments towards staff.

Other challenges included that limited numbers of prisoners from a diverse background meant forums were difficult to sustain. One prison mentioned that Gypsy, Roma and Traveller do not often self-declare their ethnicity.

We asked respondents to identify the top three challenges they faced when identifying the needs of Black, Asian and minority ethnic women (including Gypsy, Roma and Traveller women), as well as foreign national women. The bar chart below shows the results. Lack of prison resources was most often mentioned, followed by cultural differences. Low literacy levels and lack of knowledge about immigration issues were mentioned by four prisons. Language barriers were mentioned by three prisons, lack of expertise/confidence by two prisons and lack of ethnicity data by one prison.

Figure 1: What are the challenges you face when identifying the needs/treatment of foreign national, Gypsy, Roma and Traveller, Black and minority ethnic women?



The Lammy Review¹ (2017) had three key recommendations to be addressed by prisons in relation to disparity in decisions made about incentives and earned privileges (IEPs, now the incentives scheme), use of force, and the complaints process:

‘Recommendation 24: To increase the fairness and effectiveness of the Incentives and Earned Privileges (IEP) system, each prison governor should ensure that there is forum in their institution for both officers and prisoners to review the fairness and effectiveness of their regime. Both BAME and White prisoners should be represented in this forum. Governors should make the ultimate decisions in this area.’ (Lammy, 2017: 8)

‘Recommendation 25: Prison governors should ensure Use of Force Committees are not ethnically homogeneous and involve at least one individual, such as a lay prison observer, with an explicit remit to consider the interests of prisoners. There should be escalating consequences for officers found to be misusing force on more than one occasion. This approach should also apply in youth custodial settings.’ (Ministry of Justice, 2020: 65)

‘Recommendation 26: Her Majesty’s Prison and Probation Service (HMPPS) should clarify publicly that the proper standard of proof for assessing complaints is ‘the balance of probabilities’. Prisons should take into account factors such as how officers have dealt with similar incidents in the past.’ (Lammy, 2017: 8)

We asked respondents to provide examples of good practice in relation to these. Five mentioned IEP forums (that review the fairness and effectiveness of the local incentives policy) and one mentioned representation at use of force forums. Staff from two prisons said the Lammy Review was discussed in meetings, one mentioned senior management team (SMT) discussions about recruitment and diversity, and one prison mentioned a monthly equalities newsletter.

¹ The Lammy Review, chaired by David Lammy MP, was an independent review of the treatment of, and outcomes for Black, Asian and minority ethnic individuals in the criminal justice system.

4. Equality impact assessments and action plans

Prison establishments are required to complete equality impact assessments (EIAs) in line with the PSED and Equality Act 2010, based on prioritised risks.

We asked respondents if they produced local EIAs and their process for doing so. Six confirmed they produced EIAs, with three saying they did not, and one did not reply to this question. When asked if they would share their EIAs, five replied that they would be comfortable to do so, four said no, and one gave no response.

Only three respondents described their process for producing EIAs. In two establishments, anyone introducing a new policy must also complete an EIA, consulting prisoners from all protected characteristics groups via already established forums. A third respondent described a process whereby work areas are assessed in order to identify the potential for discrimination, and opportunities are then identified to make a positive impact on prisoners from any of the nine protected characteristics, and also to promote good working relationships between these groups and others.

All 10 establishments did, however, confirm they had a race or equality action plan in place, and of those that answered the question about frequency of review, two respondents said yearly, two said monthly and two said bimonthly.

5. Staffing and training

Equality leads were asked to state the ethnic breakdown of the staff group. Five replied to say that this information was not collected by them, their sole focus being on prisoners. One of these said the information was available from the head of business assurance. Three were able to provide some data.

When asked how important race and gender diversity is among prison staff, six respondents considered this as very important. Two respondents thought otherwise:

- 'I don't think a lot of staff considered race or gender diversity in their role'.
- 'I do not know this information. However, based on anecdotal dealings with staff I would say that most people do not think it is important and that it is more important that everyone is treated equally and fairly. Procedural justice is important.'

Six respondents, of the eight who replied, did not believe there was sufficient representation of prison staff from a Black, Asian or minority ethnic background both at officer and more senior levels. Only one respondent believed otherwise.

Respondents were then asked what steps were taken to ensure that the breakdown of staff matched the profile of the prison population. Two respondents specifically mentioned that the prison endeavours to make recruitment boards diverse, one with a 'Black and minority ethnic representative' at interviews. Other examples included engaging with the community, publicising job vacancies widely and encouraging Black, Asian and minority ethnic staff to apply, and promoting an inclusive and diverse environment.

One respondent also observed that the prison has little control over this as many recruitment campaigns are organised nationally, and 'HMPPS does not promote positive discrimination'.

When asked about what training is provided to staff on race equality, seven respondents confirmed that online training was provided and six said face-to-face training was provided. Nine also mentioned the circulation of useful materials and information on race equality, and five establishments had presentations by external speakers.

Three respondents mentioned the value of prisoners conducting lived experience awareness sessions for staff and other prisoners, and six respondents said they had liaised with and been supported by external organisations specialising in equalities issues. Local Muslim support networks, local council specialist leads, Hibiscus Initiatives, RISE, Stand Against Racism & Inequality (SARI), and Gypsy, Roma and Traveller community members were all mentioned.

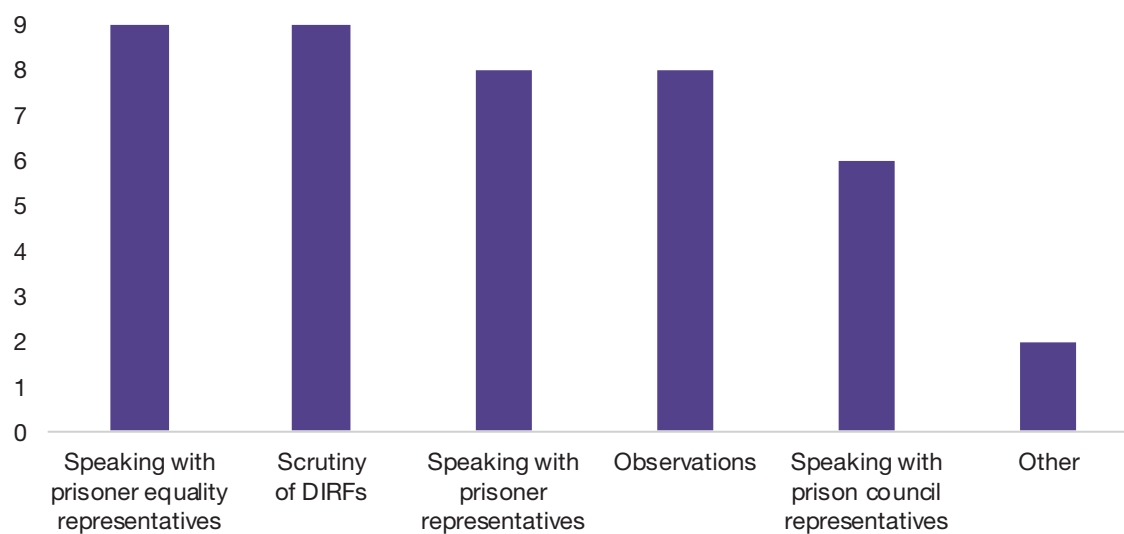
The content of training and information sessions was wide and varied, ranging from awareness about equality, diversity and inclusion, the statutory basis for all nine protected characteristics and the DIRF process through to perceptions and unconscious bias.

The quarterly women's estate meetings were cited as a good source of support and training on different subjects.

6. Information and monitoring

Respondents were asked to identify the sources and nature of information gathered from prisoners about race equality. This is broken down as follows:

Figure 2: What data/information do you collect from the women in custody regarding race equality?

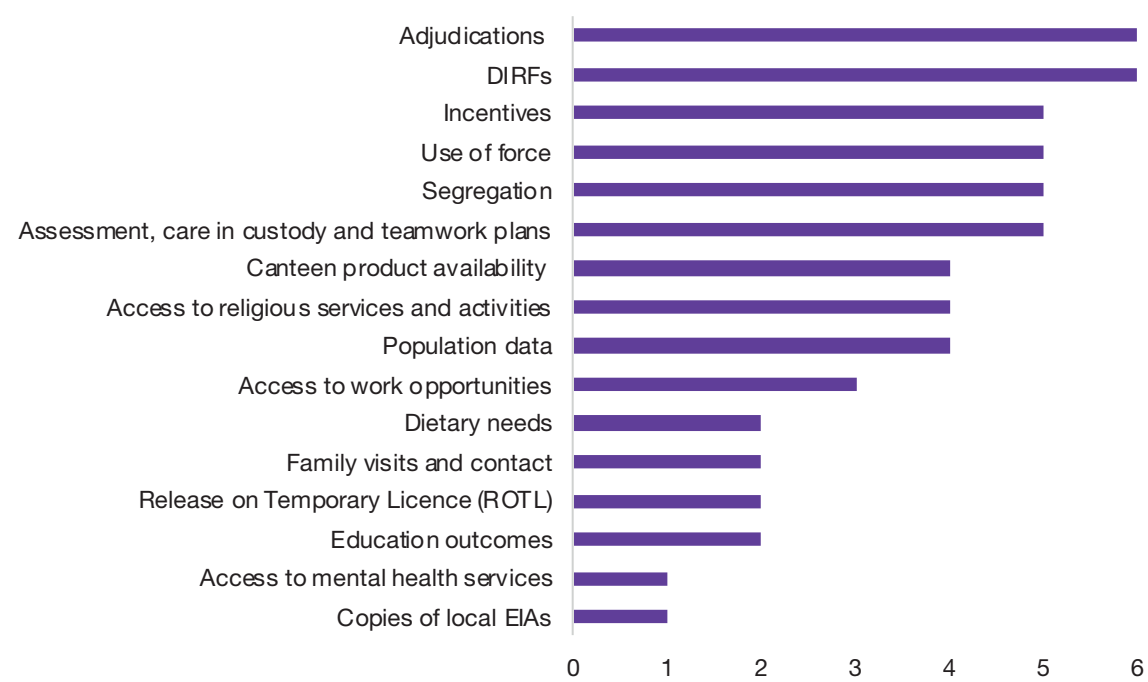


Scrutiny of DIRFs and speaking to prisoner equality representatives were sources cited most frequently by respondents.

One respondent cited their Lammy forum as a source of information.

Respondents were then asked about the types of information in relation to ethnicity and race equality that the IMB requested in their establishment:

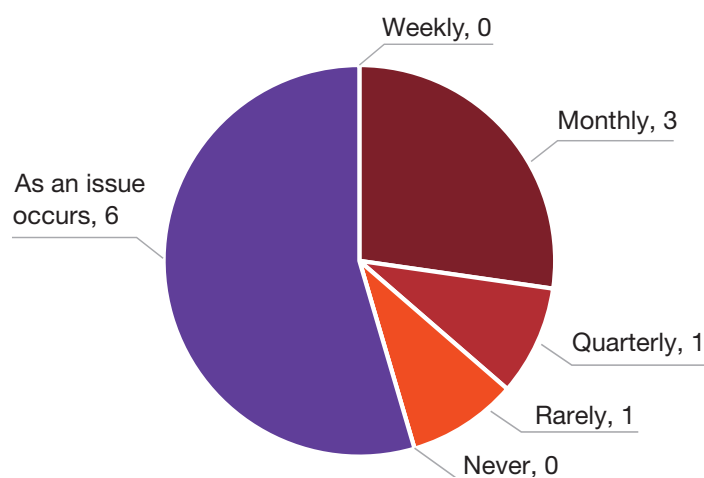
Figure 3: What information does the Board monitor/collect from the establishment (including staff) in relation to ethnicity and race equality?



Three respondents said they were unable to answer this question. From their replies it is clear that IMB members seek information from various prison departments besides the equality department (e.g. complaints data from the business hub) which the respondent is not directly involved with or aware of. Data that was less frequently requested by the IMB ranged from dietary needs, family contact, ROTL, education outcomes and access to mental health services. These are areas where there might be disparities that are not being picked up. Only one respondent said the IMB requested copies of the local EIA.

Respondents were asked questions about their level of contact with the IMB and how they worked together. There is regular contact in most establishments, both on an ad hoc basis (six replies) and also at regular intervals (four replies).

Figure 4: How often is the IMB contacted on race equality issues



A number of respondents commented on very good working relationships with the IMB, for example:

‘Great working relationship with good communication to address any concerns.’

‘Good working relationship. IMB have an open door policy. They never get any complaints relating to D&I [diversity and inclusion] that they have come to see me. My work is very transparent.’

7. Impact of Covid-19 restrictions on work to progress race equality

The surveys were completed between December 2020 and March 2021, a time when the Covid-19 pandemic was at its height and prisons were therefore operating a highly restricted regime.

Respondents were asked to describe the impact this had on their work on race equality issues. Eight respondents replied that the pandemic had very significantly reduced contact with prisoner representatives, as prisoners were in lockdown and only allowed out of cell in small cohorts. Direct prisoner feedback had been highly affected and decreased, which meant that necessary actions or improvement opportunities were missed.

The following two comments are echoed by several respondents:

- ‘Massively, it has made it more difficult to do my role, I cannot have forums with women from different wings, I cannot invite visitors into the prison.’
- ‘In every way - many of our Actions were obtained from prisoner Forums, we can only allow prisoners out for approx. one hour per day, they cannot mix outside of their cohorts.’

Furthermore, a number of respondents said they had been redeployed into other roles, leaving little time to dedicate to equalities.

Some respondents were, nonetheless, able to identify examples of good practice in relation to race equality during the pandemic. Examples include:

- ‘Translated distraction packs. Wellbeing support’.
- ‘Fewer DIRFs submitted as women see and talk to staff more to report issues. I also think prisoners have become a bit nicer to each other as everyone is struggling with the pandemic.’
- ‘We have found the response from prisoner questionnaires has been better.’
- ‘Improved efforts in ensuring materials are available in a range of languages and materials are as pictorial as possible.’

Respondents were asked to use space for any further comments about the issues raised in this survey. The following comment gives pause for thought, and reinforces why ongoing training and monitoring of data by staff and the IMB is important for race equality:

- ‘Many of our practices are dictated by Intelligence. This is essentially the observations of staff which is subjective, and has the potential of being impacted by unconscious bias. Therefore it is important to continue this training for all staff.’

8. Conclusions

It is clear from the responses to this survey that, overall, there has been insufficient focus and resource for equalities work in women's prisons. Prisons that had visible leadership, sufficient dedicated resource and profiled staff time were better able to carry out effective work on equality and diversity. If the equalities lead was an operational member of staff, there was always an issue with other priorities eating into the time for equalities.

Regular multi-disciplinary meetings focused on equalities, a regularly reviewed action plan and an equalities focus in key meetings on issues such as use of force and segregation underpinned an effective approach to equalities.

The availability and scrutiny of data that could pinpoint issues of disproportionality and information drawn from prisoners themselves either directly or through prisoner representatives is essential, but there was a lack consistency across the estate as to the data available and shared with IMBs. There was also inconsistency in the production of EIAs, prisoner involvement in their development and whether they were shared with the IMB.

A well-functioning DIRF system can give prisoners confidence that they will be treated fairly. Having independent scrutiny supported this in some prisons, but this was not available across all establishments.

There was insufficient representation of Black, Asian and minority ethnic communities among staff and national, rather than local, recruitment campaigns were cited as a barrier. There was also an issue with staff understanding of and sensitivity to different cultures, as well as a concerning lack of understanding about why diversity matters.

Specialist external organisations can help compensate for the lack of expertise on race equality issues among prison staff, however access to, and use of, these organisations to support equalities work varied. These external organisations can also be used to support training to improve staff awareness and understanding.

Although efforts had been made to embed a culture of equality, diversity and inclusion in prisons e.g. by celebrating diversity through events, there was still work to be done to ensure the principles and values were part of the prison culture.

9. Bibilography

Lammy, D. (2017) The Lammy Review: An Independent Review into the Treatment of, and Outcomes for, Black, Asian and Minority Ethnic Individuals in the Criminal Justice System. London: Lammy Review. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/643001/lammy-review-final-report.pdf

Ministry of Justice (2020) Tackling Racial Disparity in the Criminal Justice System: 2020 Update, Includes progress responding to the Lammy Review into the treatment of, and outcomes for, Black, Asian and Minority Ethnic individuals in the Criminal Justice System. Available at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/881317/tackling-racial-disparity-cjs-2020.pdf

Appendix – Survey Form

Introduction

The Independent Monitoring Boards (IMBs) is working collaboratively with the Criminal Justice Alliance (CJA) on a equality and diversity project that aims to improve the understanding and monitoring of equalities issues by IMBs, with particular focus on the intersectionality of race and gender. We will focus on gaining a better understanding the lived experiences of black, Asian and minority ethnic women (including Gypsy Roma Traveller and Foreign National women) in custody. This project will explore how IMB's can better monitor whether their specific needs are being met, as well as ways to increase diversity on boards and improve training on equality issues.

'The necessity for tailored approaches is even more acute for those with protected characteristics, such as Black, Asian and minority ethnic (BAME) women, or women with experience of trauma. Given the overrepresentation of BAME women in the criminal justice system (CJS) and the proportion of female offenders with experience of domestic abuse, our workforce, environment and interventions must become more alive to their experiences and responsive to their individual needs.' (Female Offender Strategy, 2018)

This project follows the Lammy Review (2017) which drew attention to the challenges experienced by black, Asian and minority ethnic individuals in the Criminal Justice System (CJS). In evidence to the Justice Select Committee recently, David Lammy called for a further review to look specifically at the treatment of, and outcomes for, black, Asian and minority ethnic women in the Criminal Justice System.

There has also been a recent thematic review carried out by HM Inspector of Prisons (2020) into black and minority ethnic prisoners' experiences of rehabilitation and resettlement services. They found black and minority ethnic women reported greater levels of victimisation, lack of culturally specific family services and were more negative about access to activities than white women. Other reports by [Agenda](#), [Prison Reform Trust](#), [Muslim Women's Network UK](#), and the [Muslim Women in Prison Project](#) have also identified concerns.

Therefore, we believe this IMB / CJA equality and diversity project is very timely piece of work which aims to improve outcomes for these women who often face a 'double disadvantage'.

We are contacting you to assist us with our information gathering. We would greatly appreciate if the attached survey could be completed by the person who leads on equalities within the establishment.

If you have any questions, please do not hesitate to contact Sarah Clifford, Head of Policy, Training and Engagement, Independent Monitoring Boards and Lay Observers Secretariat (sarah.clifford@justice.gov.uk).

Thank you for your assistance

Please send your completed survey to Jackie Otto, National Training Coordinator, IMB and Lay observers Secretariat (jackiee.otto@justice.gov.uk)

Privacy Notice:

Privacy Notice about information you provide to the Independent Monitoring Boards

When you fill out this survey, you give us information about yourself. We have to protect the privacy of that information. This Privacy Notice tells you how we will use the information you give us when you fill out a survey for IMBs. The information from the survey will be stored by the IMB Secretariat in the Ministry of Justice and for the purposes of this survey project only, your answers (but not including information which could identify you) will be shared with the Criminal Justice Alliance.

What information do we collect?

The survey asks you to provide personal details, as well as any information you give us about your role within the prison or associated activities.

Why do we collect this information and what do we do with it?

We need to collect, use, and store the personal information you give us in order to complete a survey being carried out by IMBs across women's prisons.

We will also produce statistics on the total number and type of answers that we get, but this will not include any personal information about you.

Who has access to your personal information?

Only the IMBs and IMB Secretariat will hold the information and any information which could identify you will be removed before it is shared with the Criminal Justice Alliance or published.

Your information will always be held securely.

Who might we share your information with?

We will only share the results as part of the survey report.

How long do we hold your information?

The information will be held for a maximum of three years.

What are your rights?

You are entitled to:

- Ask for any incorrect information we hold to be put right.
- Ask us not to use your personal information any more.
- Ask us to delete your personal information.

- Request details of the information we hold about you.

Still have questions? Please email imb@justice.gov.uk

Do you accept the terms of the above privacy notice?

☐ Yes

☐ No

About you

2. Which prison are you currently working in?

Question Title

3. Are you the dedicated person who leads on equality and diversity within the establishment?

☐ Yes

☐ No

Question Title

4. What is your formal title and how long have you been in post?

Question Title

5. If you are the lead for equalities is your time ring-fenced? If yes, specify how much time is ring-fenced each week.

☐ Yes

☐ No

☐ If yes, specify how much time is ring-fenced each week.

Question Title

6. In practice over the last 12 months how much of the ring-fenced time dedicated to equalities have you lost due to COVID-19 or other reasons?

Question Title

7. Do you lead on any other areas within the prison?

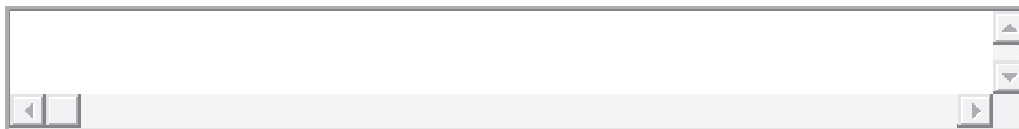
Question Title

8. What do you most enjoy about the role?

HMPPS equalities leads Meetings

*9. Do you organise any meetings in relation to equality and diversity?
Please detail the meetings*

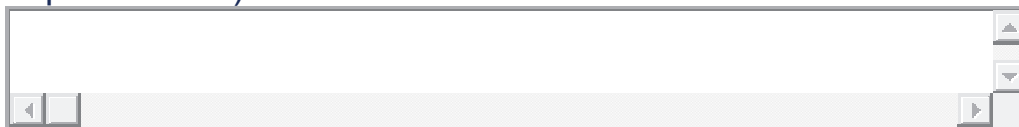
- ☐ Yes
- ☐ No
- ☐ If yes, please provide details below on the types of issues covered and who attends.



Question Title

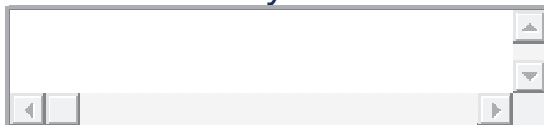
*10. Which meetings do you normally attend where issues of race equality and diversity are discussed?
Please tick all that apply.*

- ☐ Use of force meetings
- ☐ Discrimination Incident Report Form review meetings
- ☐ Equality and diversity rep meetings
- ☐ Adjudications
- ☐ Forums
- ☐ Other meetings where ethnicity data is presented regularly, for example safer custody meetings, prison council meetings etc. (please explain below)



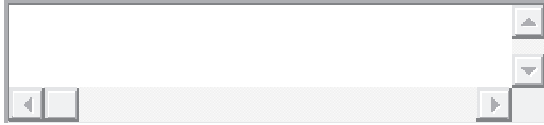
Question Title

11. Thinking about the above meetings, please provide details on the frequency of meetings and any other relevant information for example who chairs and your role.



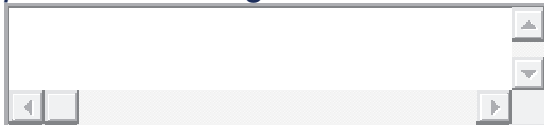
Question Title

12. Thinking about the above meetings, please explain what is discussed in relation to race equality and whether there is prisoner representation.

A rectangular text input box with a light gray border. It contains no text. On the right side, there are two small square buttons with upward and downward arrows. At the bottom, there are two small square buttons with leftward and rightward arrows.

Question Title

13. Thinking about the above meetings, can you recall any examples of race disparity that have been identified and if so, whether any policies or practices changed as a result.

A rectangular text input box with a light gray border. It contains no text. On the right side, there are two small square buttons with upward and downward arrows. At the bottom, there are two small square buttons with leftward and rightward arrows.

Race equalities issues

14. On a scale of 1-10 how would you rate the prison's culture being one that promotes race equality and diversity? (10 being the highest score, 5 being an average score, and 1 being the lowest or no score)

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10

Question Title

15. How does the prison ensure that there is a culture that promotes race equality and diversity?

Please tick all that apply.

☐ Buy-in from senior leadership within your establishment

☐ Newsletters

☐ Training

☐ Team meetings where issues relating to race are discussed

☐ Special events e.g. Black History Month

☐ Other, please specify here.

☐ Other (please specify)

Question Title

16. Are you aware of any good practice within your establishment to support the implementation and delivery of the recommendations following the Lammy Review?

☐ Yes

☐ No

If yes, please provide details.

Question Title

17. In the past two years have you (or other staff) highlighted any concerns about the women relating to race equality?

- ☐ Yes
☐ No

If yes, please provide further details.

Question Title

18. What are the challenges you face when identifying the needs / treatment of foreign national, Gypsy Roma and Traveller, Black and minority ethnic women?

- ☐ Language / need for interpretation
☐ Cultural barriers
☐ Limited expertise / confidence around race equality
☐ Lack of data / information provided by the prison on ethnicity
☐ Lack of prison resources / staff capacity dealing with equality issues
☐ Lack of knowledge of immigration issues
☐ Low literacy

☐ Other (please explain below)

Question Title

19. What do you think are the top three issues in relation to race equality in your prison?

Question Title

20. Does your establishment produce local Equality Impact Assessments?

- ☐ Yes

☐ No

Question Title

21. If yes, what is your process for producing local Equality Impact Assessments? Please provide a summary below including your role in producing them, and how the views of the women, prison reps, the IMB or specialist external organisations are also included.

Question Title

22. Does your establishment have a race equality action plan? If yes, please explain how long this has been in existence, when it is reviewed and if there is stakeholder involvement.

☐ Yes

☐ No

If yes, please explain how long this has been in existence, when it is reviewed and if there is stakeholder involvement.

Question Title

23. Would you feel comfortable with sharing your prison's race equality action plan?

If yes, please could you share this in an email with sarah.

☐ Yes

☐ No

HMPPS equalities leads

Training / support

Question Title

24. Have you received any specific training or information on race equality?

If yes, please tick all that apply.

- ☐ Face to face training
- ☐ Online training
- ☐ Presentation by external speakers

- ☐ Good practice information provided by specialist organisations
- ☐ Circulation of useful materials / information about race equality
- ☐ Other (please explain below)

Question Title

25. Thinking about the above training could you, please provide a description of what this training encompassed as well as the training provider / speaker.)

Question Title

26. Are you aware of any external organisations specialising in race equality issues working within the prison? If so, please provide details.

Question Title

27. In your role have you liaised with or been supported by any external organisations specialising in race equalities issues? If so, please provide details.

Question Title

28. How often do you speak with the IMB from your establishment about race equality issues?

- ☐ Weekly
- ☐ Monthly
- ☐ Quarterly
- ☐ Rarely
- ☐ Never
- ☐ As an issue occurs

Question Title

29. Can you describe how you work with the IMB in relation to your role as the lead for equalities in particular race equality issues ?

HMPPS equalities leads

Data

Question Title

30. What data / information does the board monitor / collect from the establishment (including staff) in relation to ethnicity and race equality? (i.e. including an ethnic breakdown). Please tick all that apply. Please tick all that apply.

- ☐ Population data
- ☐ Copies of local Equality Impact Assessments
- ☐ Data about specific ethnicity or nationality
- ☐ Discrimination Incident Reporting Forms (DIRFs)
- ☐ Use of force
- ☐ Segregation
- ☐ Adjudications
- ☐ Incentives and Earned Privileges (IEPs)
- ☐ Release on Temporary License (ROTL)
- ☐ Assessment, Care in Custody and Teamwork (ACCT)
- ☐ Access to mental health services
- ☐ Access to education
- ☐ Access to religious services and activities
- ☐ Education outcomes
- ☐ Access to work opportunities within the establishment (e.g. orderlies, wing cleaners)
- ☐ Family visits and contact
- ☐ Products available on canteen
- ☐ Dietary needs

☐ Other (please explain below)

Question Title

31. What data / information do you collect from the women in custody regarding race equality?

Please tick all that apply

- ☐ Speaking with prisoner equality representatives
- ☐ Speaking with prisoner representatives
- ☐ Speaking with Prison Council representatives
- ☐ Observations
- ☐ Scrutiny of Discrimination Incident Reporting Forms
- ☐ Other (please explain below)

HMPPS equalities leads Representation

Question Title

32. What is the ethnic breakdown of staff?

Question Title

33. How important is race and gender diversity amongst prison staff?

Please explain your answer.

Question Title

34. Do you believe there is sufficient representation of prison staff from a Black, Asian or minority ethnic backgrounds both at officer and more senior levels?

Question Title

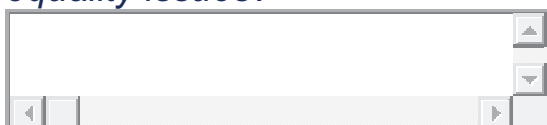
35. *What steps does the prison take to ensure the breakdown of staff matches the profile of the prison population?*



**HMPPS equalities leads
COVID**


Question Title

36. *How has COVID-19 impacted your role and the work you do on race equality issues?*



Question Title

37. *What good practice have you identified in relation to race equality during the pandemic?*



**HMPPS equalities leads
Other**

Question Title

38. *Please use this space if you have any further comments about the issues raised in this survey.*



Question Title

39. *Are you happy for us to contact you if we have any follow-up questions?*

- ☐ Yes
- ☐ No
- ☐ If yes, in the space below write your name, job title and email address.



Thank you for taking the time to complete this survey.

Please send your completed survey to Jackie Otto, National Training Coordinator, IMB and Lay observers Secretariat (jackie.otto@justice.gov.uk)

