

Equal Opportunities Monitoring:  
**Creating a diverse workforce**



**WEST MIDLANDS**  
COMBINED AUTHORITY

# What is Equal Opportunities Monitoring?

This is the process through which we gather statistical information about our staff and job applicants in order to improve equality outcomes for our employees.

## What information do we need from you?

The information requested will usually cover your ethnicity, gender, gender reassignment, sexuality, religion, age and whether you feel you have a disability. You decide how you wish to describe yourself by choosing the category that suits you best and there is always an option of 'prefer not to say' if you are not happy to give certain details.

No personal information, such as your name and address, will be used in collating statistical data.

## Will it make a difference?

Although giving out all of this personal information might feel uncomfortable, you are making a difference by telling us about yourself. We need to know who our staff are so that we can provide the best service possible. Of course, if you don't feel comfortable we will respect your right to refuse providing the information but please do speak to us about your worries first.



## Why do we need to know?

Equality monitoring can help us understand whether we are offering equality of opportunity to all groups and can help us make changes based on facts rather than assumptions enabling us to improve the way we deliver our services and standards. Without equality monitoring, we will not know whether our equality policies and initiatives are working.

Information will be analysed to:

- Help us understand whether our workforce reflects the diversity of our community
- Determine whether our plans and policies on equality and diversity are working (for example, initiatives to raise awareness of our employer profile to a wide range of groups)
- Help us use our resources effectively to provide the best services and support we can for you. More information = better support and services.

## Confidentiality

Any information you provide will be treated confidentially and will be used for compiling anonymous statistics which will in turn help us improve our employment offer.