

March 2025



Our Guide for Equalities Data Collection



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Welcome to our guide for completing your Equalities Data Form

Social landlords in Scotland, both local authorities and registered social landlords, must implement legal and regulatory requirements relating to equality data collection. These requirements flow from the Equality Act 2010, the Scottish Government's Scottish Social Housing Charter and the regulatory requirements issued by the Scottish Housing Regulator.

Eildon Group operates the length and breadth of the Scottish Borders and through our Strategy, we are committed to valuing the diversity among our customers, staff and board members. Equalities data information is essential to help support us to make informed decisions and ensure our activities do not discriminate. We will collect data on age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. We will collect this data to ensure fairness and inclusivity.

Data Protection

Your participation in this initiative is crucial, and we assure you that your responses will be confidential and used solely to improve our services and promote equality.

How you will receive your form

Those who have given us their email will be sent a link to complete the questions alongside this guidance. Those who we do not have an email address for will be sent a letter with a QR code where you will be able to access the form and guidance online.

We value diversity and want to ensure that everyone is treated fairly and equally. This form helps us collect essential information to understand the needs of our community better. Rest assured, your responses will remain confidential.



Data Collection of Characteristics – what will it tell us?

Age

Knowing your age helps us understand what type of housing may be required in certain areas. It also helps when we hold an event within your community that knowing the profile of ages helps us ensure our information is both relevant and relatable and within our workforce, knowing this information can identify age disparities.

Marriage & Civil Partnership

This information helps us understand the type and design of our future houses. We also want to ensure that we have equality of opportunity for individuals, regardless of being single, married, divorced or living together.

Disability

We gather this to help us understand if a disabled person has any support needs and/or accessibility requirements, so we can meet our duty to make reasonable adjustments in how we deliver services or in how we recruit people. It also helps us to plan and to provide the right services, to make appropriate allocation of homes, and monitor that there is no unlawful discrimination taking place.

Religion or Belief

The collection of this data allows us to consider religious holidays or relevant customs when arranging local community events or supporting staff with reasonable adjustments to accommodate their belief. It also helps us monitor if there is any discrimination taking place.

Pregnancy and maternity

This data helps us identify future house design requirements and understand the right type of services for families and where they are likely to be needed.

Race (ethnicity)

This knowledge will help us promote our equality objectives, including race equality, and to monitor and address any form of discrimination, including institutionalised discrimination.

Gender Identity

We collect this data to help us to address, with sensitivity, the needs of all people to ensure we are supporting equal access in how we deliver our services. It also helps us promote our equality objectives and to monitor and address any form of discrimination.

Sex

We gather this information to help us promote our equality objectives, to inform planning and delivery of services, and to monitor and address any form of discrimination, including in recruitment and employment. We can also use this data to promote positive action initiatives that address the under-representation of women, including in fields such as the building industry.

Sexual orientation

We gather this information to help us promote our equality objectives, to inform planning and delivery of services, and to monitor and address any form of discrimination, including in recruitment and employment.



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Here is a step-by-step guide to completing the form:

1. Read Carefully: Take your time and read each question carefully.
2. Be Honest: Your honest answers will help us support you better.
3. Choose the Right Answer: Select the tick box option that best represents your situation.
4. Skip If Unsure: You can skip any question you're not comfortable answering.
5. Ask for Help: If needed, don't hesitate to seek assistance from our Customer Experience Team.
6. No Rush: Take your time; there's no need to hurry.
7. Review Before Submitting: Double-check your answers for accuracy.
8. Submitting: Please return the form by either submitting via our online survey or by pre-paid return envelope.

Thank You

Thank you for taking the time to complete this form. Your input is invaluable in helping us create an inclusive and equitable community for everyone.

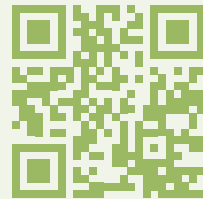
Remember, your responses are confidential and will be used solely for improving our services and promoting equality. We appreciate your participation in this essential initiative.

How to Contact Us

We welcome your feedback – there are many ways to let us know what you think.

-  **The Weaving Shed, Ettrick Mill,
Dunsdale Road, Selkirk TD7 5EB**
-  **Customer Service: 03000 200 217**
-  **housing@eildon.org.uk**

-  **www.eildon.org.uk**
-  **EildonHousing**
-  **@eildonhousing**



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