



Equality Impact Assessment (EIA) Form

1. Service Area/Directorate

Name of Head of Service for activity being assessed: Leeona Marsh

Directorate: Community Wellbeing

Name of lead person for this activity:

Individual(s) completing this assessment: Manny Jhawar-Gill

Date assessment completed: 12.12.2025

2. What is being assessed

Activity being assessed (eg. policy, procedure, budget, service redesign, strategy etc.)

Administration charges for people who self-fund their care.

What is the aim, purpose, or intended outcome of this activity?

The aim of this activity is to review the charges to self-funders when Herefordshire Council arranges their care and support. There are opportunities for the Council to bring in income and added value.

Who will be affected by the development and implementation of this activity?

<input checked="" type="checkbox"/> Service users	<input type="checkbox"/> Visitors to the county
<input type="checkbox"/> Communities	<input checked="" type="checkbox"/> Carers
<input type="checkbox"/> Children	<input type="checkbox"/> Patients
<input type="checkbox"/> All staff	<input type="checkbox"/> All part-time staff
<input type="checkbox"/> Staff at a particular location	<input type="checkbox"/> Other:

Is this:

- Review of an existing activity/policy
- New activity/policy
- Planning to withdraw or reduce a service, activity or presence?

3. Background information and findings

What information and evidence have you reviewed to help inform this assessment? (name your sources, eg. demographic information, usage data, Census data, feedback, complaints, audits, research)

Self-funders are currently charged a set up fee of £100.00 when Herefordshire Council arranges their care and support, and £9.50 monthly administration fee for managing care and support contracts on the person's behalf. These fees have not changed since 2024 and are discretionary i.e. there is no legislation determining minimum or maximum charges. However, the Council must exercise good judgement, reasonableness and act with care when determining charges.

A benchmarking exercise has determined that Herefordshire is an outlier in terms of fees and charges and could benefit from making charges to increase potential income.

Summary of engagement or consultation undertaken (eg. who you've engaged with, and how, or why do you believe this is not required)

Planning for consultation is underway with a view to provisionally start formal consultation in January 2026.

Summary of relevant findings (it is possible that you will have gaps in your evidence. You must decide whether you need to fill in the gaps now, and if it is feasible to do so. It might be that collecting robust information forms part of your action plan below)

Benchmarking against other Local Authorities has shown Herefordshire Council charges significantly lower. For example, Bridgend County Council charge £500 per year on cost neutral basis compared to £100 set up fee and £9.50 monthly administration charged by Herefordshire Council.

Findings from the consultation will be reported once consultation has concluded.

4. The Public Sector Equality Duty

Will this activity have a positive, neutral or negative impact on our duty to:

Equality Duty	Positive	Neutral	Negative
Eliminate unlawful discrimination, harassment, victimisation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Advance equality of opportunity between different groups?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Foster good relations between different groups?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Explain your rationale here, and include any ways in which you could strengthen the capacity of this activity to promote equality (remember to add anything relevant into your action planning below)

After the needs assessment, the local authority decides if the individual's care needs meet national eligibility criteria under the Care Act. If eligible, the local authority performs a means test to assess the person's financial situation. Thresholds for self-funders are determined nationally. Current threshold for England in 2025/26 show an upper capital limit of £23,250. Anyone requiring care who either has savings or assets greater than £23,250 or those people who do not wish to declare their savings and assets are liable for the full cost of their care. Therefore, any changes to self-funders fees for the setting up and administration of their care will need to be met by the self-funder until such time as their savings and assets fall below the threshold. There is no additional discrimination against this group by the Council if there are changes to the fees.

5. The impact of this activity

Consider the potential impact of this activity on each of the equality groups outlined below and explain your rationale.

Please note it is possible for the potential impact to be both positive and negative within the same equality group.

Remember to consider the impact on staff and service users (current and potential) and partner organisations. It may be useful to include data within these sections if you know the diversity make-up of the people likely to be affected.

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Rationale
Age (include safeguarding, consent and child welfare)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A child cannot be charged for social care services under current statutory and local policy frameworks. Children's services are funded through public provision and are exempt from the charging rules that apply to adults. Adults requiring care who are required to contribute towards the cost of their care may see an increase in charges. However, should their savings fall below the thresholds then the Council would be responsible for arranging their care and charges would move to contributions towards care, rather than administrative charges.
Disability (consider attitudinal, physical, financial and social barriers, neuro-diversity, learning disability, physical and sensory impairment)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Adults requiring care who are required to contribute towards the cost of their care may see an increase in charges. However, should their savings fall below the thresholds then the Council would be responsible for arranging their care and charges

Equality Group	Potential positive impact	Potential neutral impact	Potential negative impact	Rationale
				would move to contributions towards care, rather than administrative charges.
Gender Reassignment (include gender identity, and consider privacy of data and harassment)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of their gender or gender reassignment.
Marriage & Civil Partnerships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of their marital or civil partnership status.
Pregnancy & Maternity (consider working arrangements, part-time working, infant caring responsibilities)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of whether they are pregnant. Maternity is not impacted.
Race (including Travelling Communities and people of other nationalities)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of race and ethnicity.
Religion & Belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of religion and beliefs.
Sex (consider issues of safety, sexual violence, part-time work, and single-sex provision – especially in light of the legal definition of "sex")	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of sex.
Sexual Orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of sexual orientation.
Others: carers, care leavers, homeless, social/ economic deprivation (consider shift-patterns, caring responsibilities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Care leavers and homeless people are not likely to meet thresholds for self-funding. Family members or friends providing unpaid care are entitled to a carer's assessments to review their ability to care and to identify their support needs. They do not undergo a financial assessment when receiving support through a carer's assessment.
Health Inequalities (any preventable, unfair & unjust differences in health status between groups, populations or individuals that arise from unequal distribution of social, environmental & economic conditions)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Charges will be applied to all self-funders regardless of their health conditions.

Where a negative impact on any of the equality groups is realised after the implementation of the activity, the activity lead will seek to minimise the impact and carry out a full review of this EIA.

6. Action planning

What actions will you take as a result of this impact assessment? (you will need to include actions to mitigate any potential negative impacts)

Potential negative impact	What action will be taken	Who will lead	Timeframe
Age	Consultation will include groups and individuals of a variety of ages and with those who advocate for age groups who cannot advocate for themselves e.g. children, to understand impacts.	Head of Service – Ageing Well	Jan-Feb 2026

Potential negative impact	What action will be taken	Who will lead	Timeframe
Disability	Consultation will include groups and individuals with a variety of disabilities to understand impacts.	Head of Service – Ageing Well	Jan-Feb 2026
Health inequality	Consultation will include groups and individuals with carrying health condition to understand impacts.	Head of Service – Ageing Well	Jan-Feb 2026

7. Monitoring and review

How will you monitor these actions?

A full report of the consultation findings will be written and will include perceived impacts as reported by individual impacted by any changes to self-funder charges.

When will you review this EIA?

A review of the EIA will take place following the consultation and when self-funder charges are agreed to understand the impacts.

8. Equality Statement

- All public bodies have a statutory duty under the Equality Act 2010 to give due regard to how they can improve society and promote equality in every aspect of their day-to-day business. This means that they must consider, and keep reviewing, how they are promoting equality in decision-making, policies, services, procurement, staff recruitment and management.
- Herefordshire Council will challenge discrimination, promote equality, respect human rights, and design and implement services, policies and measures that meet the diverse needs of our population, ensuring that none are placed at a disadvantage over others.

Signature of person completing EIA



Date signed

12.12.2025

9. Make this EIA available (and delete this section)

- Attach your EIA as an appendix to any decision reports so that decision-makers have all the equality data they need in order to make robust and fair decisions.
- Upload your EIA to the shared Teams site: [Equality Impact Assessment | General | Microsoft Teams](#)
- Staff, trade unions, service users or members of the public may want to see this EIA, so it must be published on our website along with the decision report.