

## Appendix 5 - Full Shared Lives Banding Proposal Equality Impact Assessment (EIA) form

This document is a multi-purpose tool ensuring the appropriate steps are taken to comply with the [Public Sector Equality Duty](#) Equality Impact Assessment legislation and to demonstrate that we have shown due regard to the need to reduce inequalities of outcome resulting from socio-economic disadvantage when taking strategic decisions under the [Socio-economic Duty](#). It also ensures consideration of the [Welsh Language Standards](#).

[Click here to access more information and guidance to help you complete this EIA.](#)

- This assessment should be carried out **before your policy or proposal commences but after your engagement or consultation activities.**
- Your EIA screening form should have informed your consultation or engagement activities.
- If you are undertaking a full public consultation as part of your policy or proposal this form should be completed after the consultation has concluded.
- The results of your consultation and engagement activities will have helped you to gain a better understanding of the needs of those who may be impacted by the policy or proposal.
- **All sections and all questions require a response and must not be left blank even if they are 'not applicable'.**

|                                                                        |                                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of project, policy, function, service or proposal being assessed: | Shared Lives Service Proposal to Move to Banded Allowances                                                                                                                                                                                                                                                                                                                 |
| Brief description and aim of policy or proposal:                       | This proposal looks to implement a fairer banding system for remuneration for Shared Lives carers mirroring systems that are used in other partnerships across Wales, as well as bring about an increased individual contribution to these bandings. Individual Contributions in BCBC have not had any annual uplift applied, and so are in need of significant amendment. |
| Who is responsible for delivery of the policy or proposal?             | Shared Lives partnership and BCBC Officers                                                                                                                                                                                                                                                                                                                                 |
| Date EIA screening completed:                                          | 28/11/2025                                                                                                                                                                                                                                                                                                                                                                 |

### Evidence

**Record of other consultation/engagement with people from equality groups, people who represent these groups, staff who work with groups, including any sessions run as part of a public consultation.**

| Group or persons consulted | Date/venue and number of people | Feedback/areas of concern raised | Action Points |
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| <i>Example: BSL Forum</i>                               | <i>BSL Users meeting Date and venue<br/>25 people in attendance.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <i>Deaf people may be unaware of new service as information not available on BSL video.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <i>Ensure updated version of video is available and presented to BSL Forum</i>                                                                                      |
| <b>Individuals Living in Shared Lives Accommodation</b> | <p>4x meetings with individuals and their carers/family members.<br/>13/05/26 Pyle Life Centre – 1 individual and their carer<br/>19/05/26 Bridgend Resource Centre – 1 individual and their carer<br/>22/05/26 People First Bridgend Offices, Apollo Business Village – 1x individual and their carer with 2x family members joining the meeting virtually.<br/>01/06/26 People First Bridgend Offices, Apollo Business Village – 7 individuals and their carers</p> <p>7 other individuals supported by the service either chose or their carers/family chose for them not to attend because of their level of</p> | <p>Both the written information circulated to people using the service, and the in-person consultation sessions for individuals to attend were supported and facilitated with Easy Read materials and by attendance of independent advocates from People First Bridgend.</p> <p>General consensus across all the meetings was that there was positive understanding of the need to increase the amount of individual contribution paid to a realistic level for the weekly cost of living for food and utility bills.</p> <p>However, concern was raised as to the impact on the individual to such a sharp increase in proposed weekly contribution, from £27.05 per week to £105 per week. Requests were made to investigate the possibility of phasing the increased contributions in, to support individuals in adapting to and becoming used to the increased contribution.</p> | BCBC officers to investigate the potential for a phased implementation of increased individual contributions to daily living costs, such as food and utility bills. |

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|                            | understanding not being suitable to attend.                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                           |
| <b>Shared Lives Carers</b> | 15/04/26 – Civic Offices Bridgend. 9x Carers attended to discuss the proposals.<br>1 carer attended and discussed the proposals at the Pyle event above.<br>1 Carer provided responses via email.<br>2x carers chose not to engage and provide feedback despite repeated attempts to contact and engage. | General support was given to the rationale behind moving to banded allowances and the need for banded allowances to reflect the differences in levels of care and support provided by the carers to the individuals they support.<br>Concern was raised by carers proposed to be supporting a band 1 individual(s) regarding the loss of income through this proposal, with 2 requesting to stay on their existing arrangement, and 1 indicating they would need to stop if these proposals were implemented. | Investigation is needed into a no detriment approach, whereby existing band 1 carers have their existing rates protected. |
| <b>General Public</b>      | Online consultation form – 1 general public response.                                                                                                                                                                                                                                                    | A single resident of Bridgend County borough provided feedback that the Council was wasting money on this sort of service. The individual had not read the consultation document which was evident from the responses provided.                                                                                                                                                                                                                                                                               | No action required.                                                                                                       |

|                                                                                                             |                                                                                                                                     |
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| If you undertook a full public consultation please enter the details and a summary of the findings here:    | All details from the public consultation are provided above.                                                                        |
| Please list any existing documents, reports, evidence from previous engagement, previous EIAs, service user | Cabinet report from March 2025 introduced the intention to implement a banding system as part of the ongoing partnership agreement. |

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| information etc. which have been used to inform this assessment. | <p>Cabinet report from February 2026 clarified the scope and purpose of the public consultation to be carried out.</p> <p>Shared Lives Partnership Briefing from Vale of Glamorgan, August 2026, included as part of OVSC Report for 10<sup>th</sup> Sept 2026.</p> <p>An Easy Read consultation document was circulated and available online throughout the open consultation period.</p> <p>All primary stakeholders potentially affected have received the necessary information.</p> |
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If you have identified any data gaps then you **MUST** undertake more consultation/engagement/research.

### **Assessment of Impact**

It is important that you record the mitigating actions you will take when developing your final policy or proposal. Record here what measures or changes you will introduce to the policy or proposal in the final draft which could:

- Reduce or remove any unlawful or negative impact or disadvantage;
- Improve equality of opportunity;
- Introduce positive change;
- Reduce inequalities of outcome resulting from socio-economic disadvantage;
- Provide opportunities for people to use the Welsh Language;
- Ensure that the Welsh Language is treated no less favourably than the English Language.

### **Protected characteristics**

Based on the data you have analysed, and the results of consultation or engagement, consider what the potential impact will be upon people with protected characteristics (negative or positive). Include any examples of how the policy or proposal helps to promote equality. If you do identify any adverse impact you **must seek legal advice as to whether, based on the evidence provided, an adverse impact is or is potentially discriminatory, and identify steps to mitigate any adverse impact – these actions will need to be included in your action plan.**

|        | What are the impacts of your policy or proposal?<br>Please place an X in the relevant box |                    |           | Why have you come to this decision? Please provide an explanation and any supporting evidence. | Considerations to mitigate negative impact(s) and/or secure positive impact(s) |
|--------|-------------------------------------------------------------------------------------------|--------------------|-----------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
|        | Positive impact(s)                                                                        | Negative impact(s) | No impact |                                                                                                |                                                                                |
| Gender |                                                                                           |                    | X         | A person's gender has no impact on being either a shared lives                                 |                                                                                |

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|            |   |  |  | carer or an individual supported in the shared lives scheme.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Disability | X |  |  | <p>Not all individuals with a disability will be impacted or affected by these proposals as these proposals only relate to those individuals who are supported through the Shared Lives service – currently 16 people in long-term placements.</p> <p>Under the current arrangements, no annual increases to an individuals contribution to bills and food have occurred, or been subject to an any inflationary uplift. This has resulted in individuals contributing a static and unrealistic amount towards their cost of living for more than 10 years.</p> <p>Disabled people in other care services have not had this static arrangement, resulting in an unbalanced position for disabled people across different services. This is currently an unfair outcome of the current arrangement in Shared Lives.</p> <p>The need to change the level of financial contribution from individuals in Shared Lives reflects a rebalancing of equity</p> | <p><b>Financial assessments have been undertaken by the Financial Safeguarding team to ensure the viability and suitability of these increased contribution.</b></p> <p><b>Additionally, in response to consultation feedback, officers are assessing options for a phased increase in contributions from supported individuals, to enable them to become accustomed to paying realistic contributions towards daily living costs.</b></p> |

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|                     |  |  |   | for disabled people across services.<br>Whilst there will be a financial change for those individuals supported by the service, this is deemed to be a positive impact as this increase will reflect a more realistic contribution towards daily living. |  |
| Race                |  |  | X | A person's race has no impact on being either a shared lives carer or an individual supported in the shared lives scheme.                                                                                                                                |  |
| Religion and belief |  |  | X | A person's religion or belief has no impact on being either a shared lives carer or an individual supported in the shared lives scheme.                                                                                                                  |  |
| Sexual Orientation  |  |  | X | A person's sexual orientation has no impact on being either a shared lives carer or an individual supported in the shared lives scheme.                                                                                                                  |  |
| Age                 |  |  | X | This service is for individuals over the age of 18 and so has no impact on children or young people. A adult's age has no impact on being either a shared lives carer or an individual supported in the shared lives scheme depending on them            |  |

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|                                |  |  |   | meeting the criteria to be a carer/supported by the service. Therefore this proposal will have no impact on adults of a certain age.                                                                                                                                                                         |  |
| Pregnancy & Maternity          |  |  | X | A person being pregnant or on maternity leave has no impact on being either a shared lives carer or an individual supported in the shared lives scheme.                                                                                                                                                      |  |
| Transgender                    |  |  | X | A person's transgender status has no impact on being either a shared lives carer or an individual supported in the shared lives scheme.                                                                                                                                                                      |  |
| Marriage and Civil partnership |  |  | X | A person's marriage or civil partnership status has no impact on being either a shared lives carer or an individual supported in the shared lives scheme.                                                                                                                                                    |  |
| Care Experienced               |  |  | X | A person being care experienced has no impact on being either a shared lives carer or an individual supported in the shared lives scheme depending on them meeting the criteria to be a carer/supported by the service. Therefore this proposal will have no impact on individuals who are care experienced. |  |

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### Socio-economic impact

Does the evidence gathered suggest that your policy or proposal will have a disproportionate impact on people living in socio-economic disadvantage? This could include communities of place or communities of interest (i.e., where stakeholders, service users, staff, representative bodies, etc. are grouped together because of specific characteristics or where they live).

|                                    | What are the impacts of your policy or proposal?<br>Please place an X in the relevant box |                    |           | Why have you come to this decision? Please provide an explanation and any supporting evidence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Considerations to mitigate negative impact(s) and/or secure positive impact(s)                                                                                                                                                                                                                                                                                                                        |
|------------------------------------|-------------------------------------------------------------------------------------------|--------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                    | Positive impact(s)                                                                        | Negative impact(s) | No impact |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Socio-economic disadvantage</b> |                                                                                           |                    | X         | <p>All individuals supported by the service have a financial assessment undertaken (where BCBC hold deputyships for individuals) to ensure the changes are fair and can be afforded. The financial safeguarding team regularly ensure individuals we hold deputyships for are in receipt of the correct level of benefit income, as well as considerations around the level of savings the individual has, as these all form and identify the level of non-residential weekly charge, capped at £100/week, the individual will contribute. Officers will work to identify a method of implementation for a 'no-detriment' approach for</p> | <p>All supported individuals within the service will receive a level of ongoing financial oversight from the Shared Lives Project Workers and from BCBC's Financial Safeguarding Team. For existing Shared Lives carers, the protection of Band 1 income levels will be managed through discussions with relevant BCBC teams and colleagues to determine how this effectively can be implemented.</p> |

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|  |  |  |  | the current Band 1 carers to ensure their rates are protected. |  |
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### Welsh language

Consider how your policy or proposal ensures that you are working in line with the requirements of the Welsh Language Standards (Welsh Language Measure (Wales) 2011), to ensure the Welsh Language is not treated less favourably than the English Language, and that every opportunity is taken to promote the Welsh Language (beyond providing services bilingually) and increase opportunities to use and learn the language in the community.

|                                                                                                   | What are the impacts of your policy or proposal for persons to use the Welsh language and in treating the Welsh language less favourably than the English language?<br>Please place an X in the relevant box |                    |           | Why have you come to this decision? Please provide an explanation and any supporting evidence.                               | Record of mitigation in order to: <ul style="list-style-type: none"> <li>secure positive or more positive effects</li> <li>avoid adverse effects or secure less adverse effects</li> </ul> |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------|------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                   | Positive impact(s)                                                                                                                                                                                           | Negative impact(s) | No impact |                                                                                                                              |                                                                                                                                                                                            |
| Will the policy or proposal impact on opportunities for people to use the Welsh language          |                                                                                                                                                                                                              |                    | X         | This proposal has no impact on an individuals choice to use the Welsh language for their service or to communicate in Welsh. |                                                                                                                                                                                            |
| Will the policy or proposal treat the Welsh language no less favourably than the English language |                                                                                                                                                                                                              |                    | X         | This proposal has no impact on whether the Welsh language is used less favourably than English.                              |                                                                                                                                                                                            |

### Wider impact

#### Cumulative impact

**What is the cumulative impact of this policy or proposal on different protected groups when considering other key decisions affecting these groups made by the organisation?** (You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups more adversely because of other decisions the organisation is making, eg, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, eg, disabled people, older people, single parents (who are mainly women), etc)

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Improving the fairness and equity of financial arrangements within the Shared Lives service should help to generate wider public awareness of the service, and potentially have a strong positive impact in terms of recruiting Shared Lives carers, enabling greater capacity to support more people with a disability in a positive way.

There is no wider or cumulative negative impact on individuals with a shared protected characteristic as a result of these proposals. All individuals affected by this have had financial assessments undertaken to ensure the financial viability of the proposals.

### **Public Sector Equality Duty**

The Public Sector Equality Duty consists of a general equality duty and specific duties, which help authorities to meet the general duty.

The aim of the general equality duty is to integrate considerations of the advancement of equality into the day-to-day business of public authorities. In summary, those subject to the equality duty, must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act.
- Advance equality of opportunity between people who share a characteristic and those who don't
- Foster good relations between people who share a characteristic and those who don't

How does this policy or proposal demonstrate you have given due regard to the general equality duty?

This proposal relates specifically to individuals supported by the Shared Lives partnership, and the carers who provide the care, and will be applied universally across this service.

Therefore, there will be no unlawful discrimination, harassment, victimisation or other conduct that is prohibited by the Act, due to the policy ensuring that everyone, regardless of protected characteristics, is able to make their views known.

Equal opportunities and fostering of good relations between those with protected characteristics and those who don't is ensured by this universal stance.

### **Procurement and partnerships**

The Public Sector Equality Duty (PSED) requires all public authorities to consider the needs of protected characteristics when designing and delivering public services, including where this is done in partnership with other organisations or through procurement of services. The Welsh Language Standards also require all public authorities to consider the effects of any policy decision, or change in service delivery, on the Welsh language, which includes any work done in partnership or by third parties. We must also ensure we consider the Socio-economic Duty when planning major procurement and commissioning decisions to consider how such arrangements can reduce inequalities of outcome caused by socio-economic disadvantage.

**Will this policy or proposal be carried out wholly or partly by contractors or partners?**

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|     | Please place an X in the relevant box: |
|-----|----------------------------------------|
| Yes | X                                      |
| No  |                                        |

If yes what steps will you take to comply with the General Equality Duty, Welsh Language Legislation and the Socio-Economic Duty in regard to procurement and/or partnerships?

|                            | Steps taken to ensure compliance:                                                                         |
|----------------------------|-----------------------------------------------------------------------------------------------------------|
| General Equality Duty      | The partner is Vale of Glamorgan Council who work to the same Public Sector Equality Duty (PSED) as BCBC. |
| Welsh Language legislation | The partner is Vale of Glamorgan Council who work to the same Public Sector Equality Duty (PSED) as BCBC. |
| Socio-economic duty        | The partner is Vale of Glamorgan Council who work to the same Public Sector Equality Duty (PSED) as BCBC. |

### **Record of recommendation and decision**

What is the recommendation for the policy or proposal based on assessment of impact on protected characteristics, Welsh Language and socio-economic impact?

If you chose to continue with the policy or proposal in its current form even though negative impacts have been identified a full justification should be provided and actions should be identified with the aim to reduce negative impacts.

|                                                                                                            | Please place an X in the relevant box | Please explain fully the reasons for this judgement.                                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continue with the policy or proposal in its current form as no negative impacts have been identified       | X                                     | Mitigations are being implemented to ensure the current financial arrangements are maintained for existing Band 1 Carers, and also to phase the implementation of increased individual contributions. The increased individual contribution is a positive impact as this provides a more realistic contribution and is then equitable with others in different services. |
| Continue with the policy or proposal in its current form even though negative impacts have been identified |                                       |                                                                                                                                                                                                                                                                                                                                                                          |
| Do not continue with this policy or proposal as it is not possible to address the negative impacts.        |                                       |                                                                                                                                                                                                                                                                                                                                                                          |

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### Monitoring action plan and review

#### **Equality Impact assessment Action Plan**

It is essential that you now complete the action plan. Include any considerations you have identified to mitigate negative impact(s) and/or secure positive impact(s) on protected characteristics, socio-economic impact and Welsh Language. Once your action plan is complete, please ensure that the actions are mainstreamed into the relevant Service Development Plan.

| <b>Action</b>                                                                                               | <b>Lead Person</b>             | <b>Target for completion</b> | <b>Resources needed</b>                                                                                                                                                | <b>Service Development plan for this action</b>                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>E.G. Information about the service to be available in BSL video on the website</i>                       | <i>Service manager</i>         | <i>End of financial year</i> | <i>£XX<br/>Staff time/resource</i>                                                                                                                                     | <i>X Service Plan</i>                                                                                                                                                                           |
| <b>Protect the rates for existing Band 1 carers</b>                                                         | <b>Commissioning Officers</b>  | <b>January 2027</b>          | <b>Staff time to implement and communicate with finance colleagues to ensure all existing band 1 carers receive their existing rates.</b>                              | <b>Work has been undertaken as part of the revisions to the proposals following the public consultation. These are to be presented for approval to the OVSC and Cabinet meetings scheduled.</b> |
| <b>Implement phased introduction of increased individual contributions to weekly food and utility bills</b> | <b>Commissioning Officers.</b> | <b>January 2027</b>          | <b>Staff time to implement and communicate with finance colleagues to ensure the appropriate phasing of the increases to individual contributions are implemented.</b> | <b>Work has been undertaken as part of the revisions to the proposals following the public consultation. These are to be presented for approval to the OVSC and Cabinet meetings scheduled.</b> |

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Please outline how and when this EIA will be monitored in the future and when a review will take place:

| Monitoring arrangements:                                                                                                              | Date of Review: |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Initial review to ensure no additional areas of concern regarding the financial impact on individuals or carers have been identified. | December 2026   |
| Annual review to ensure continued no detriment and/or financial impact on both band 1 carers and individuals supported                | From April 2027 |
|                                                                                                                                       |                 |

### **Approval**

|                                                 |                                               |
|-------------------------------------------------|-----------------------------------------------|
| Date Full EIA completed:                        | 20/08/2026                                    |
| Name of the person completing the Full EIA:     | Joe Boyle                                     |
| Position of the person completing the Full EIA: | Commissioning and Service Development Officer |

|                                                      |                 |
|------------------------------------------------------|-----------------|
| Approved by (Head of Service or Corporate Director): | Claire Marchant |
| Date Full EIA approved:                              | 20/08/2026      |

### **Publication of EIA and feedback to consultation groups**

It is important that the results of this impact assessment are published in a user friendly accessible format.

It is also important that you feedback to your consultation groups with the actions that you are taking to address their concerns and to mitigate against any potential adverse impact.

**When complete, this form must be signed off and retained by the service and a copy should also be sent to [equalities@bridgend.gov.uk](mailto:equalities@bridgend.gov.uk)**

**Where a full EIA has been completed this should be included as an appendix with the relevant cabinet report and therefore will become available publically on the website.**

If you have queries in relation to the use of this toolkit please contact the Equalities Team on 01656 643664 or [equalities@bridgend.gov.uk](mailto:equalities@bridgend.gov.uk)