



## **How to set up a Community Car Scheme:**

Community Car Schemes assist in the process of social mobility and help communities grow and develop. Care Network explains:

*Community car schemes arrange lifts for local people where other transport isn't available. Volunteers, using their own cars, offer door to door lifts to people, giving their time freely. The passenger contributes towards the driver's petrol, and the County Council pays the driver an additional subsidy. A scheme is often based on one or more villages, or round a GP surgery.*

This simple Guidance Note provides you with some basic information about how to set up a Community Car Scheme, and where to go for further advice or information.

## **What's required?**

- **A pool of volunteer drivers ready to give their time.**
- **A publish telephone number.**
- **Co-ordinators to take calls and link passengers to drivers.**
- **A committee to oversee the scheme.**
- **A bank account.**
- **A Treasurer.**
- **Some form of publicity.**

If you require the scheme to be registered with the County Council, all drivers are required to submit to a DBS check. Drivers also need to inform their Insurance Company that they are fulfilling this volunteer role.

The County Council have all the required paperwork to establish a scheme, and in some cases can provide support with financial subsidy.

## **Where can I get further support?**

Care Network works closely with the County Council and local volunteers to offer practical help and expertise on setting up and establishing a Car Scheme. They can help and assist with formulating a Committee, recruiting volunteers, DBS checking and all forms of publicity.

Visit: <http://care-network.org.uk/communitycarschemes.php>

Their volunteer driver handbook can be seen here:

<http://care-network.org.uk/userfiles/Leaflets/FinalDriverNov2015.pdf>