

Start up a Community Warden Scheme with a Cultivate Cambs grant

Community Warden Schemes support older people to live independently in their own homes and communities. There are already several community warden schemes across Cambridgeshire. Each is run by either a Parish Council, a team of volunteer trustees, AGE UK or a combination of these management models. They can be set up by a new or existing community organisation, such as a community group, voluntary organisation, or a Parish or Town Council.

Cambridgeshire County Council welcomes [Cultivate Cambs](#) grant applications to set up Community Warden Schemes in communities across Cambridgeshire. You can apply for up to £15,000 over 2 years to start up a new scheme.

What is a Community Warden Scheme?

Community warden schemes help elderly, infirm and disabled residents to live independently in their own homes by offering regular contact and support through home visits, phone calls and practical assistance. Wardens check in with clients on agreed weekly schedules to ensure they're well, and can help to collect prescriptions or small items from local shops, make appointments, fill in forms, provide information and guidance and connect clients with other support services (e.g. statutory services, local voluntary provision, lunch clubs, befriending schemes, etc). Wardens can also act as links between clients, health care providers and their family members. Community wardens ensure the safety and wellbeing of clients, but it is important to note that they do not offer domestic help or personal physical care.

The schemes are available long-term or on a short-term basis following illness or hospital discharge to help get people back on their feet. Clients must sign up to the warden service and pay a small fee (average of £8/week per household for independent schemes, and £9/week for a single person or £11/week for a couple in Age UK schemes).

There are three main models for operating a community warden scheme.

1. **Independent Scheme:** A local charity is set up which employs the warden. This requires committee members/trustees and other volunteers to raise funds, manage the scheme, and run the charity.
2. **Parish scheme:** The scheme is fully managed by a single Parish Council or a group of parishes.
3. **AGE UK Cambridgeshire and Peterborough scheme:** The scheme is fully managed by Age UK with support from the Parish Council and a committee of local volunteers. AGE UK already manages several community warden schemes in Cambridgeshire. Age UK provides employment contracts, runs the payroll, provides training and safeguarding, and liaises with the warden and local committee of volunteers. AGE UK charges an annual administration fee for this.

What makes Community Warden Schemes suitable for this fund?

Community warden schemes help people to stay safe and independent within their own homes in well supported communities. These schemes have the potential to support residents to achieve positive health and wellbeing outcomes such as:

- Reducing loneliness and isolation
- Improving mobility
- Providing co-ordination and support from other services delivered by the community and voluntary sector
- Act as a helping hand and stop deterioration of health and wellbeing through early intervention

Community warden schemes can reduce pressure on county council services by diverting people away from council funded social care services, including respite care for carers, home care, and reablement packages and delaying the need for council funded residential care.

What do you need to start a Community Warden Scheme?

- A good understanding of the needs of older people in your community:** Before applying for funding, you need to work out whether a Community Warden Scheme is needed in your local area and whether it would be successful. You could survey residents to determine need and you should also consider what local projects, groups and community initiatives already exist in your community. Talk to them about how a warden scheme could complement and add value to the great work they do. You can also learn more about your community from the Parish and Ward Profiles on Cambridgeshire Insight: <https://cambridgeshireinsight.org.uk/>
- Committee:** Establishing a management committee or steering group, made up of unpaid volunteers during the planning stages. Once evidence of need for a warden scheme is established, the committee will be responsible for deciding on policy and management practice, creating a constitution and developing rules, aims and procedures for the scheme.
- Warden:** You will need to hire one or more paid community wardens to meet the needs of clients. Most wardens are employed on a part time basis and will need to be recruited and managed by either the local council, management committee or Age UK.
- Funding:** You will need to think about funding your Community Warden Scheme. Warden schemes rely on client fees and external funding to sustain them. Schemes funded by Cultivate Cambs are expected to provide match funds. We will also wish to see evidence that your warden scheme will be financially sustainable beyond the funding period. Other funding may be available from sources such as your District, Town or Parish Council, local businesses, and charitable grants. For funding opportunities please see: <https://www.idoxopen4community.co.uk/supportcambs>

What we can provide:

- Start-up Funding:** You can apply for a maximum of £15,000 over 2 years from Cultivate Cambs. Please see below for a guide to typical annual costs of average community warden schemes.
- Support:** A package of support from Age UK Cambridgeshire & Peterborough to help get independent warden schemes started, including a toolkit, training, advice and shadowing.

How much does it cost?

Typical costs for the first year of a new Community Warden Scheme that supports 15 clients with one employed warden. These costs can be adapted for your grant application. An established scheme supporting 15 clients would expect to generate income of approx. £4,000- £5000 per year in client fees.

Independent Warden Schemes

Item	Description	Annual costs
Age UK Support Package for independent warden schemes (compulsory)	14 hours or two full days of start-up support from AGE UK including toolkit, training, advice and shadowing.	£900 Please add to grant application budget.
Warden's salary (including on-costs)	15 hours per week	Up to £12,550
Disclosure & Barring Service (DBS) checks	Enhanced DBS	£40 per person
Training	Dependent on warden's experience. <ul style="list-style-type: none"> • Adult Safeguarding • MCA (Mental Capacity Act) • DoLs (Deprivation of Liberties) • Alzheimer's Awareness • Dementia Support • First Aid 	Up to £200 Decreases in subsequent years
Travel	Dependent on size of area	£1200
Safety equipment	e.g. PPE	£200
Communications	e.g. community phone, ICT, postage	Up to £400 Decreases in subsequent years
Promotion	Scheme launch promotion, leaflets, webpage development	£500
Activities	Social events, lunch clubs	£200
Volunteer costs	Travel, ID badges, training	£200
Insurance	Public liability and employee and volunteer insurance	£250
Estimated Total		£16,000-£17,000

Age UK Managed Warden Schemes

Item	Description	Annual costs
Warden's salary (including on-costs)	15 hours per week	£12,550
Age UK Support Services	Includes: warden recruitment and management, training, insurance, and Warden's DBS check, and holiday, training and illness cover.	£5,513

Contribution to Age UK team leader costs	Shared between all Age UK schemes in Cambridgeshire & Peterborough	Approx £2877
Disclosure & Barring Service (DBS) checks	Additional DBS checks for holiday cover and volunteers	£100 (likely to reduce in year 2)
Extra Training		£200
Travel	dependent on size of area	Up to £1200
Safety equipment	e.g. PPE	£200
Communications	Smartphones, community contracts, postage, etc	£400
Advertising & Promotion	Scheme launch promotion (first year only)	£500
Activities	Social events	£200
Volunteer costs	Travel, ID badges, training	£100
Estimated Total		~£23,840

What do I need to do next?

Every community is different, so we recommend doing some research to see if starting a Community Warden Scheme is right for you and your community before you apply for funding. You should also seek advice from Age UK by contacting **Sarah Thomson, Age UK Cambridgeshire and Peterborough Warden Services Manager** on sarah.thomson@ageukcap.org.uk or 01354 691891 / 07445 151635.

Pre-application advice is offered by county council officers before each funding round. You will need to make an appointment to discuss your application proposal before submitting. The grant application form and further details about the fund, including application deadlines and pre-application advice appointments, may be found at <https://www.cambscf.org.uk/cultivate-cambs>

Further information and resources:

Age UK Cambridgeshire & Peterborough Community Wardens

<https://www.ageuk.org.uk/cambridgeshireandpeterborough/our-services/community-wardens/>

South Cambridgeshire District Council – Warden Schemes

<https://www.scambs.gov.uk/community-development/community-warden-scheme/>

