

**South Kesteven Citizens Advice Bureaux
Stamford Office**



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Agreement with South Kesteven District Council for financial year 2005 / 2006

Terms and Conditions accepted by South Kesteven Citizens Advice Bureaux for the granting of £50,000 as core funding together with rent free accommodation of the Stamford office and free use of the Corn Exchange, Bourne for its weekly advice session by South Kesteven District Council.

The Citizens Advice Bureaux undertake to provide :-

- A quality marked service that is open and available to residents without appointment for 9 hours per week in Stamford
- 6 hours per week in Grantham and progressing to 9 hours per week from 1st October '05
- 3 hours weekly in each of Bourne and the Deepings

A quarterly statement signed by the Chairman provided to the Council within four weeks of the end of each quarter confirming

- opening hours of the bureaux advice sessions
- quality mark possession
- statistical information on number of clients advised and general subject enquiry numbers.

For audit purposes the names of the Trustees Board's Chairman, Treasurer and other members will be listed and changes notified.

Other factors that need to be considered as a necessary part of the work of the Citizens Advice Bureaux in the coming financial year are :-

- A. A constructive and positive discussion on the establishment of an ongoing programme of funding for the bureaux to provide value for money advice for the people of South Kesteven.
- B. After the provision by the National Office of the Citizens Advice of monies to ensure that the Grantham office remains open for the coming financial year, consideration be given to a request later in the year for a small subsidiary budget application which would provide for the funding of additional supervisory and administrative employee costs at Grantham.

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