



***Agreement with a Local Branch - :***

A Local Branch is a project wishing to use the charity status of Street Angels - Christian Nightlife Initiatives Network.

CNI Network will be in no way responsible for the running of your project. The use of the national CNI charity number / company limited by guarantee is to help you with funding applications, benefit of Gift Aid and to help give your project credibility in the early stages. You will still need a local board or steering group to run your project.

A quorum of the local board / steering group will be responsible for purchasing decisions, contracts entered into, employment and ensuring budgets do not exceed what is available in the bank account. CNI Network will have no involvement or responsibility for any outstanding debts or fulfillment of contracts.

A bank account must not have an overdraft facility and if your project folds then any money remaining in the bank account (after outstanding debts are honoured) should be used to benefit the local community.

DBS checks are the responsibility of the local board for all volunteers (unless advised by police that these are not needed) - the document:

[www.cninetwork.org/uploads/4/9/5/4/4954631/sampletextforvolhandbook2.docx\\_2\\_.pdf](http://www.cninetwork.org/uploads/4/9/5/4/4954631/sampletextforvolhandbook2.docx_2_.pdf)

includes:

- Volunteers Handbook
- Code of Behaviour for Safeguarding Children
- Child Protection Policy
- Vulnerable Adults Policy
- Child Friendly Version of Child Protection Policy
- Equality and Diversity Policy
- Safeguarding Policy

these should be agreed by your local board and implemented by your local project. These may be amended as local needs require.

Full accounts must be kept on the an appropriate spreadsheet. This should be available to be shared with the trustees of CNI Network who may check the accounts from time to time. These accounts are to audited locally and a summary balance sheet (a template is available) be sent to CNI for including within the CNI Network accounts along with a copy of your bank statement as at the end of year.

An annual donation to be made to CNI Network (this is decided by the local branch) and an admin fee of up to 10% will be made for Gift Aid reclaimed (this may be less for on-line donations).

### **Agreement between the trustees of CNI Network and**

Date:

Signed on behalf of the Local Branch

Name:

**SA-CNI Trustees:**   Stuart Robertsaw (chair)  
                              Olivia Shaw (Vice Chair)  
                              Martin Rowley

More details are at [www.cninetwork.org/localbranch](http://www.cninetwork.org/localbranch)