**Prayer and Spirituality:** to enhance the prayer life of our parishes and of the whole partnership

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| **Overall aim** | **Specific Actions** |
| 1. Establish a network of ‘Anchors’ (people whose key ministry is prayer at home (or Adoration in church) who will support the partnership with prayer
 | * 1. Identify people in parishes and invite them to become ‘Anchors’. Lay Ministers who take communion to the housebound may be able to help.
	2. Organise a short commissioning service followed by refreshments, to honour their ministry (possibly becoming an annual event, and may be combined with Mass for the housebound).
	3. Offer a symbol or token (e.g. holding cross, anchor lapel badge) and/or partnership prayer card to mark their commitment.
	4. Identify a co-ordinator to keep Anchors in touch with partnership events and needs for prayer (taking into account that many Anchors may not have ready access to email), and make sure that parishioners are aware of this vital support.
 |
| 1. Put in place a range of partnership-wide activities with prayer and spirituality as the focus
 | * 1. Form a network of representatives from all parishes/prayer groups to meet 3-4 times a year, share ideas and organise activities and events to encourage wider involvement in prayer in the partnership.
	2. Invite the Diocesan Spirituality Department to come to the Partnership and run a workshop to provide advice on spirituality and raise awareness on resources available both at diocesan and national level.
	3. Ensure nominated representatives (2) from our partnership attend Diocesan Spirituality Network
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**Young People:** to address the needs of our young people and specifically involve them in their parish and in the partnership.

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| **Overall aim** | **Specific Actions** |
| 1. Share information about existing engagement activities with youth across the partnership both with parish and schools
 | * 1. Map existing activities across the partnership in engaging with youth both in parishes and in schools, including the gaps we identified during FTiH.
	2. Use students at chaplaincy as a focus group to understand and appreciate what can work effectively to help teenagers strengthen their faith and actively practice as Catholics.
 |
| 1. Set up a structure to enable the development and implementation of a partnership plan for youth ministry
 | 2.1 Establish a Partnership Subgroup for Youth Ministry with representation as appropriate from each worshipping community, and from the partnership secondary school(s).2.2 Identify appropriate representation of young people.2.3 Appoint a link person from the PDG to give feedback and contribute to further decisions/actions. |
| 1. Encourage as many people as possible to reflect on how we journey with young people in our Partnership and deepen our relationship with them
 | 3.1 Use the toolkit to be provided by the Diocese, together with the resources of YMT to * facilitate a conversation, involving all the churches and schools of the partnership (parishioners, parents, teachers, families, young people), on how we can respond to the needs of young people and allow them to share their unique gifts with us.
* develop a specific plan based on these reflections and encourage participation from across the Partnership communities at all levels.
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**Outreach:** to ensure we focus beyond our own needs and address the needs of local and international groups too

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| **Overall aim** | **Specific Actions** |
| 1. Share information about current outreach activities across the partnership
 | * 1. Map existing outreach activities (e.g. SVP, CAFOD, J&P, mini-Vinnies) taking place across the partnership and identify opportunities for collaboration between parishes, schools and ecumenically.
	2. Organise a gathering to share and celebrate what is already being done and promote further involvement.
	3. Raise awareness more widely of what is happening and ‘what might be possible’ to highlight the importance of this area of our mission.
 |
| 1. Establish a Partnership-wide Outreach Project
 | 2.1 Establish a sub-group to co-ordinate the development.2.2 Give parishioners in the partnership the opportunity to express community needs – if possible involving Secondary School students to carry out some of the research.2.3 Develop one or more partnership projects to address an identified need (perhaps one practical, local project, and one international project) – ideally with young people taking a lead role. |

**Communication:** to make sure everyone in the Partnership has the information they need about what is happening and how they can get involved

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| **Overall aim** | **Specific Actions** |
| 1. Develop a partnership-wide communications plan
 | * 1. Identify someone within the Partnership Development Group (PDG) to take a lead on communications issues.
	2. Develop a specific plan for effective communications within the partnership, with other partnerships and with Diocesan Central Services.
 |
| 1. Put in place communications to support the initial development of the partnership
 | * 1. Assess current websites to identify how parish communications will link with partnership communications.
	2. Share existing parish bulletins across the whole of the partnership.
	3. Communicate the membership and photographs of the Partnership Development Group.
	4. Set up a ‘partnership page’ on parish websites including details of the communities in the partnership and links to each other’s websites.
	5. Review options for a partnership web site together with options for live streaming of services. Look at synergy with current diocesan communications review.
 |
| 1. Communicate the activities of the Partnership Development Group
 | * 1. Make the minutes and key documents of the PDG easily accessible to everyone in the communities within the partnership.
	2. Ensure that members of the PDG have a clear understanding about their role in relation to two-way communication with parishioners and schools across the partnership.
	3. Produce ‘standard information’ that can be presented at weekend Masses across the partnership to keep people up to date with what is happening.
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**Building our community:** ensuring we get to know and understand each other, so that we work together to meet the needs of all our parishes across the Partnership

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| **Overall aim** | **Specific Actions** |
| 1. Develop the membership of the Partnership Development Group into a strong and cohesive team
 | * 1. Use the ‘prayerful away-days’ to help to develop a ‘team spirit’ within the PDG.
	2. Provide regular opportunities for members of the PDG to get to know one another better, to discuss their role and clarify what is expected of them.
 |
| 1. Provide a variety of opportunities for parishioners from across the partnership to meet and get to know one another
 | * 1. Arrange a programme of partnership events throughout the year to help build a sense of community. These could be occasional large events, or regular low-key events. They should have a prayerful context to ensure we are centred on spirituality as well as social events.
	2. Share details of social activities/events between parishes in the partnership and open invitations to all parishes within the partnership.
	3. Organise social events across the partnership.
	4. Encourage children and young families to participate through parishes and schools, so that they really feel they have a part to play in our partnership community.
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**Finances:** to ensure we manage finances appropriately at Partnership level

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| **Overall aim** | **Specific Actions** |
| 1. Set up the necessary structures for the efficient operation of the Partnership Finance Committee
 | * 1. Establish a Partnership Finance Committee consistent with Diocesan Guidelines.
	2. Elect a lay chair, vice chair and secretary.
	3. Agree a schedule of meetings and the parameters for the efficient operation of the Committee.
 |
| 1. Provide the Diocesan Finance Office with information to enable them to open a Partnership Bank Account
 | * 1. Notify Diocesan Finance Office of 3 Clergy who are to be signatories.
	2. Notify Diocesan Finance Office of 3 Lay People, from 3 different parishes, who are to be signatories.
 |
| 1. Agree the basis of use of the Partnership Bank Account
 | 3.1 Calculate annual funding requirement and agree apportionment method across the partnership. 3.2 Agree types and limits of expenditure to be paid from Partnership Bank Account. |
| 1. Ensure that the decisions of the Partnership Finance Committee are well communicated to the whole partnership
 | 4.1 Publish minutes of the Partnership Finance Committee meetings. |

**Property:** to ensure that we work together to make the most appropriate use of the property in our Partnership

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| **Overall aim** | **Specific Actions** |
| 1. Any immediate property developments are considered from a partnership-wide perspective
 | * 1. Encourage each community to take account of the wider implications for the whole partnership when considering property repairs and developments.
	2. Put in place arrangements that ensure significant parish property decisions are discussed at partnership level.
 |
| 1. Undertake a full property review across the partnership using the Diocesan Property Review Toolkit
 | * 1. Identify a people from each parish with the appropriate skills and expertise to lead the review process.
	2. Become familiar with the Diocesan toolkit when available and attend relevant briefing sessions.
	3. Undertake the review in an open and transparent manner, communicating progress widely across the partnership at each stage.
 |
| 1. Carry out reviews of local community needs across the partnership to inform decisions about possible use of property
 | 3.1 Map existing community uses of property within the partnership.3.2 Review the needs of local communities and, with support from the Parish Property Outreach Advisor, identify how our buildings can support appropriate community/outreach activity.3.3 Identify possible funding sources to contribute towards delivering agreed projects. |
| 1. Develop and consult upon proposals for the future use of building within the partnership area
 | 4.1 Using the outcomes from the Property Review and the Community Needs Review, draw up proposals for the future use of all premises within the partnership.4.2 Consult widely on the proposals prior to submission to the Diocese. |

**Formation:** To ensure that we support the people of the Partnership in developing their faith and their lay leadership skills

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| **Overall aim** | **Specific Actions** |
| 1. Identify current good practice and areas of need
 | 1.1 Ask representatives in each parish to gather information about current opportunities for people to develop their faith and live out their ministry.1.2 Bring together at partnership level those involved in leading areas of ministry to share a vision for formation and consider future priorities. |
| 1. Put in place arrangements to ensure formation is a key priority in planning for the future
 | 2.1 Develop a Partnership Network to look at all aspects of formation* faith
* ministry
* leadership

The group will include representation from each parish in the partnership, report to the PDG and review current practice and future plans.2.2 Implement a system for talent spotting individuals who can actively develop their ministry across the partnership e.g. “Calling and Gifted”, “certificate of pastoral ministry” |
| 1. Identify appropriate training and development opportunities that meet the needs of the partnership
 | 3.1 Invite Diocesan Discipleship Co-Ordinator (Amy Cameron) to hold a workshop to provide advice on formation and the resources including training opportunities available.3.2 Communicate the training options across the partnership and arrange delivery for identified individuals with support from the Diocesan Discipleship Co-ordinator.  |
| 1. Where appropriate, support individuals’ formation with funding
 | 4.1 Consider the extent to which the Partnership will support individuals with funding, e.g. for those participating in courses from the Diocese’s Developing Discipleship programme. |