

Bede Partnership Draft Action Plan – June 2019

‘On our own we give glory to God; together we bring Christ alive in our partnership.’

Area	Intended outcome	Actions	Responsibility	Milestones
Partnership Development Group	A constituted PDG with clear remit	To draft terms of reference for the ‘PDG’ moving forward to be considered at Sept ‘19 meeting	PDG (guided by Bishop)	Draft by end Sept ‘19
Prayer & Spirituality	Liturgy review	Each parish to conduct a self-review (using online tool available Summer ‘19)	Each Parish	Self-reviews completed by end December ‘19
		Parish Liturgy Reviews to be considered by ‘PDG’ when forming basis of any resulting action (including actions below)	PDG	
	Coordinated programmes	Establish a ‘Liturgy Network’ to coordinate programmes across the partnership, such as Advent/Christmas & Lent/Easter	Each Parish to identify a ‘link’ person	All parishes are informed and promote partnership programmes
	Celebrate Patronal Feasts	Develop the Patronal Feast Celebrations across the partnership	PDG and Parishes to promote	
Formation	Families & Young People	<p>Trial ‘Parents Spiritual Development Programme’ in preparation for and during Sacramental Preparation Programme 19-20 in one parish</p> <ul style="list-style-type: none"> • Identifying a ‘contact’ parent who will act as promoter with other parents; • ‘Train/coach’ the promoter ready for ‘accompaniment conversations’; • Facilitate conversations that encourage parents to become involved in Sacramental preparation with own children and ‘parish-life’ 	Trial with St. Oswald’s (drawing on resource of partnership as appropriate)	
		In light of ‘trial’ establish a Spiritual Development Group in Summer 2020 (making links with “RE co-ordinators”. A member of staff from each school in the partnership, who is a practising Catholic, could be invited to meet with the group)	PDG	

		Parents (reps) will be sought from all primary schools in partnership (need to find out what schools are already doing and who organises that)		
		The Spiritual Development Group to consider how to encourage parents to pray with their children at home and/or develop a programme of support (in light of discovery from trail)		
	Adult Formation & Spirituality	To identify an existing local project (eg help for homeless; dementia support; refugees) where volunteer(s) would welcome support of their own on-going spiritual development (such as a retreat ...) and, as a result, if appropriate, help them to develop a spiritual aspect to their project.	Identify project for trial in Autumn 2019	To work with identified project during 2020 to develop support
	Ministry Networks	Bring together, in their groups, parishioners active in different ministries from across the partnership for on-going spiritual development: <ul style="list-style-type: none"> • Beginning with 'Readers'; • Identify 'team' to compose programme; • Identify venue, timing and content of programme; • Deliver programme and evaluate; • Consider further ministries. 	Timing (?) Team to develop programme Parishes to promote (personally) to ministers	
Young People	Discerning a way forward	Initial meeting – 7 th March – of people known to have expressed an interest in working with 'youth', school chaplains and other education representatives.	Attended by 3 reps.	Need to find a way to get ideas from young people; social media connectivity; engage schools; how to invite the young? Possibility of forming a subgroup reporting to the PDG.
		To liaise with Adam Morales & Liz Boylan, chaplains, to attend the Event at St Joseph's and speak to young people	Deacon Kevin	
		To invite others to join a meeting on June 12th at St Joseph's Church, Jarrow planning an evening get-together for young	Moira	

		people		
		To create an invitation for PDG members to hand out to young people from their own parishes who they think would be interested.	Deacon Kevin	
		To hold an initial get-together for young people at St Joseph's Church Hall in September involving discussion, activities, food and drink, during which 'Next Steps' can be established		
		PDG reps to 'audit' their parishes and report what activities or groups exists already	PDG reps	
Outreach	Directory/Menu of outreach activities across the partnership	A directory of outreach projects and activities to be compiled to include short description, expectations and requirements for volunteers and contact details for anyone interested	PDG reps	
Communication	An occasional Partnership Newsletter	Newsletter to summarise the actions of the Partnership Development Group so far and include actions to move forward	PComsCo Michael to coordinate	
	Partnership & Parish Websites	Support existing parish, cluster, diocesan websites to include partnership information and news		
		Identify 'link or communications' person in each parish (may need occasional meetings)		2 Parishioners at St Bede's Jarrow update information weekly to the Jarrow website (and will include material from all parishes)
		Encourage those involved to work towards synergy of websites so that search brings easy linkage between all ultimately in 'one click'	Link with Diocesan Communication strategy	3 website managers met and agreed: <ol style="list-style-type: none"> 1. Each website will have links to others; 2. PDG mins to website managers; 3. All to share bulletins on Friday-mornings 4. St. Bede's S/S to seek to remove old address

	Communicating with an aging population and others that benefit from other forms of communication who may not have access to the internet	All parishes to audit accessibility of signage, information, resources and materials, including communication with housebound parishioners		
	Links with primary & secondary schools in the partnership	Identify representatives from primary & secondary (maybe partnership parishioner) who can consistently attend PDG to form link with schools		
Finances	Partnership Finance Group	Clear remit for group, directed by PDG, with identified link	Catherine link to PFG	Fund(ing) available to PDG
		Parishes to be asked to contribute around the same time each year (Oct/Nov) based on the affordability method using Diocesan Levy information. (The PFG accept that in unforeseen exceptional circumstances more funding may be required at short notice.)	PFG	
		PDG to give an annual forecast of spend (September '19) to PFG to ensure the correct funds are available to support planned activities.	PDG	
Human resources	Employee audit	Undertake Employee Audit as directed by Diocesan Office		
	Volunteer	Collate a 'parish contacts' for each parish shared across partnership (GDPR permitting)		
Property	Property & Community Review	To be completed in line with Diocesan scheme		