

Partnership Agreement between Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church (as the Whitstable CAP Debt Centre Partner Churches) and Whitstable Baptist Church

Background

In response to one of the most serious social problems facing the UK today, Christians Against Poverty (CAP) works to empower local churches to demonstrate practically the love of God. Providing an exceptional debt counselling service, CAP enables churches to fulfil their vision to reach their communities with the message of the gospel.

Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church have entered in to partnership with CAP to offer free debt counselling in the area with the aim of sharing the Gospel with clients and enable them to become part of the local church.

Brief details of the Partnership Arrangements

This document outlines the broad agreement between Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church and Whitstable Baptist Church, and the expectations and commitment of each partner.

The partnership in practice means Whitstable Baptist Church will work alongside Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church to support them in reaching people in debt in their area.

The partnership involves an agreed financial contribution and support from Whitstable Baptist Church.

Volunteers from Whitstable Baptist Church will be trained to accompany the Centre Manager on client visits in this area and will offer follow up support to these clients.

Provision of the Debt Counselling Service and communication with CAP

Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church are working in partnership with Christians Against Poverty to provide debt counselling to this area. This will remain the responsibility of Christians Against Poverty and Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church.

Whitstable Baptist Church agrees to:

- Ensure its members must follow the direction of the Whitstable CAP Debt Centre Manager. Support workers must not give any financial advice but must relay all financial queries to the Centre Manager/Debt Coach.
- Respect the partnership with CAP that is in place with Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church and therefore all communication about the centre with CAP should be made through the Whitstable CAP Debt Centre Management Group, comprising the leaders or representatives of Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church.
- Recognise that Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church are accountable to CAP for the service and support that Whitstable Baptist Church and its members provide to CAP clients.

Link Churches Partnership Agreement

- Indicate, when communicating its involvement with CAP, that it is working in partnership with Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church to support a CAP Debt Centre for Whitstable.
- Handle all personal information about clients under its legal obligations to protect that information under the Data Protection Act 1998.
- Take responsibility for the health and safety of its church members who volunteer to be engaged in CAP work.

Training, Support and Management of the Centre

Whitstable Baptist Church agrees to:

- Meet periodically with the Whitstable CAP Debt Centre Management Group to review the effectiveness and development of this partnership.

Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church agrees to:

- Provide, in conjunction with Whitstable Baptist Church, one or more CAP Appointed Representatives and will be responsible for ensuring these staff are trained, supported and managed in conjunction with CAP.
- Provide, through the Centre Manager, an ongoing point of contact for any queries Whitstable Baptist Church has about its role and responsibilities, the work of CAP or the Centre.

Support Team

Whitstable Baptist Church agrees to:

- Seek volunteer support workers to join a Support Team whose functions include a prayer team, a visits team, a blessings team and a social team.
- Nominate one of their volunteer support workers as the main liaison for the Centre Manager. This person will take responsibility for communicating information to the rest of the support team from Whitstable Baptist Church and for communicating back to the Centre Manager.
- Accept responsibility for the discipleship and integration of newly-saved CAP clients into their church and also clients restored to faith through the work of CAP.
- Support the Centre Manager in arranging and promoting some form of client event at regular intervals.
- Arrange for DBS DISCLOSURE (formerly CRB) checks (or equivalent) for all of their members who, as part of the CAP Support Team, will have contact with clients, their finances and/or families.
- Regularly review and update their child and vulnerable adult protection policy.

Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church agrees to:

- Recognise how crucial a Support Team is in the successful running of a Centre and therefore commit to providing regular training and envisioning for the support team members.
- Work closely with the Support Team to ensure adequate and appropriate discipleship processes are provided as and when needed.

Financial Commitment

Whitstable Baptist Church is aware that Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church are required to make an annual contribution to CAP which is paid by monthly instalments and also to meet other costs incurred by the centre such as mileage.

Whitstable Baptist Church agrees to:

- As a Link Church, Whitstable Baptist Church has agreed to commit to a partnership contribution of £450 per annum for 2 years, which will be paid as a regular monthly gift paid by standing Order to CAP Whitstable of £37.50. This commitment will then be reviewed.
- Allow members of the church to be given the opportunity to join CAP's Life Changer programme on an individual basis as part of their regular giving, on top of their tithe to the local church.
- Not approach Charitable Trusts for funding without the prior agreement of the Centre Manager.

Whitstable Baptist Church is aware that Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church have the following conditions to adhere to, and will continue to support financially until all financial commitment has terminated:

'Should it be necessary for a CAP Centre to close and the partnership to be terminated, the following conditions will apply:

- *Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church will continue to provide financial support of a minimum of £100.00 per month to CAP for a further year towards the cost of supporting the CAP Centre's clients.'*

Whitstable Baptist Church agrees to give notice to Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church if they wish to terminate this agreement.

Promoting CAP within the Church

Whitstable Baptist Church agrees to nominate one of its members to be a CAP Church Champion who will:

- Promote CAP's national fundraising events encouraging the church congregation to get involved.
- Highlight the local work of CAP in either a main service, through small groups or a church event at least once a year. CAP will provide resources to facilitate this.
- Use its magazine/notice sheet and services to regularly promote the local CAP centre and encourage members to join the Support Team.

Definitions

Centre Manager:	The CAP Appointed Representative responsible for the day-to-day running and management of the CAP Centre.
CAP Appointed Representative:	A Centre Manager or Debt Coach recruited and trained by CAP.
CAP Direct Report:	The CAP employee responsible for the day-to-day management of the CAP Appointed Representatives, usually the CAP Area Manager or a Centre Development Manager.
Whitstable CAP Debt Centre Management Group	The leaders or representatives of the Partner Churches who are responsible to CAP for the management of the Whitstable CAP Debt Centre.

Acknowledgement of the Partnership Agreement between Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church and Whitstable Baptist Church

We hereby acknowledge our intent to abide by the terms and intent of the partnership as outlined above in this Link Church agreement:

For Harbour Street Christian Fellowship, Seasalter Christian Centre, All Saints Church and Swalecliffe Free Church:

Name & Position: ALAN MITCHELL, CHAIR CAP DEBT CENTRE MANAGEMENT GROUP

Signed  Date 30/6/15

For Whitstable Baptist Church:

Name & Position J. E. Rothery Church Secretary - Whitstable

Signed J. E. Rothery Date 23/07/15

Baptist Church