



## **Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan**

### **Agenda Item 17**

**Meeting:** Full Council  
16 February 2023

**Report Author:** Clerk to the Council

### **Forward Work Programme**

#### **Introduction**

1. Members have approved a forward work programme to set the direction of travel for the Council as a whole.
2. This report describes progress to date in implementing the work programme. The programme will be kept under review and reported to future meetings to ensure that progress is maintained.

#### **Key Issues**

3. Progress in relation to each issue is indicated on the attached appendix using a "Traffic Light" scoring system.
4. Other "Matters Arising" are also included in the report.

#### **Financial Implications**

5. None at this stage. Any expenditure would come from approved resources. Expenditure to date is attached (as at 31 January 2023)

Ref	Expenditure Item	2022/23	2022/23	2022/23
		Annual Budget Total	Year to Date Spend Total	Remaining Balance Total
		£	£	£
A	Environment	39,000	9,437	29,563
B	Old Church Rooms	30,600	26,335	4,265

<b>C</b>	Old Church Rooms Loan	7,750	5,976	1,774
<b>D</b>	Community Grants	17,400	4,750	12,650
<b>E</b>	Community Halls	100	100	0
<b>F</b>	Community Services	8,300	606	7,694
<b>G</b>	RMCC Events and Hospitality	10,450	5,987	4,463
<b>H</b>	Staff	51,000	37,753	13,247
<b>I</b>	Members	2,500	1,038	1,462
<b>J</b>	Insurance & Fees	16,050	9,637	6,413
<b>K</b>	Elections	7,200	0	7,200
<b>L</b>	General Admin	4,950	3,094	1,856
<b>M</b>	Contingency	0	0	0
	<b>Total Expenditure</b>	<b>195,300</b>	<b>104,713</b>	<b>90,587</b>

### **Links to Corporate Objectives**

6. The Council's Annual Report confirms that the Council's objectives include delivering:

A Prosperous Community. A Resilient Community. A Healthier Community.  
A More Equal Community. A Cohesive Community. A Community of Vibrant Culture & Thriving Welsh Language. A Globally Responsive Community.

7. The issues described in this report will help the Council deliver these Wales-wide sustainability goals.

### **Staffing Implications**

8. N/A at this stage.
9. The Council's limited staff resources may bring the need to work in partnership with other bodies to deliver these objectives.

### **Risk Management Implications**

10. Key risks relating to Council services etc. are addressed in the Risk Register.

### **Legal Implications**

11. The Council will need to be satisfied that has the legal powers to deliver the objectives described.

### **Recommendation**

12. It is **recommended** that the progress in delivering the work programme is noted.

<b>Finance Committee</b>	
Review of finances to ensure that the Council was not at risk (Amounts above £85,000.)	Finance Committee has agreed further actions 5 January 2023. Progress to be reported to next meeting.
Review of Grants Procedure	Finance Committee has agreed further actions 5 January 2023. Progress to be reported to next meeting.
Review of procedures for secure storage of key documents.	<b>TO DO</b> (All documents currently held securely)

<b>Environment Committee</b>	
Tree Surveys. Commission/carry out and react to surveys of trees on Council land.	Survey results are under consideration. Report to Environment Committee 2 February 2023.
Windsor Gardens enhancement.	Report to Environment Committee 2 February 2023.
Council's vision for Station Road.	A meeting has been arranged with Rebecca Hooper of Cardiff Council for 2 March 2023 via Teams.  Members are asked to notify the Clerk if they wish to take part.

<b>OCR Board</b>	
Forward work plan.	As per this report initially.
Promote rental opportunities as a community resource.	Details on Council website
Modernisation of premises	Costs to be reported to Members. S106/Lottery Grant application in progress
Disabled adaptations.	TO DO
Health & Safety Policy (Minute RMCC22 (3) refers.)	TO DO

<b>Publicity and Communications</b>	
Review of the Council's website and consider the creation of a new site.	Report to Council 16 February 2023.
Review of communications, including social media. Review of feedback mechanisms and evaluation.	Recommendations accepted by Full Council 29 September 2022 Twitter usage increased. Additional followers. Facebook page has been created and will be developed over time.
Review of Complaints Procedure	Review being undertaken by Publicity Group.

Review of Welsh Language Scheme.	Review being undertaken by Publicity Group.
Examine the feasibility of separate, dedicated email accounts for Clerk, Assistant Clerk and all Members.	Report to Council 16 February 2023
Audit and review of existing IT systems and equipment.	Ongoing
Purchase of equipment to facilitate hybrid meetings	Report to Council 16 February 2023
To hold a meeting of the Publicity Group to consider the above issues.	Ongoing

<b>Youth Work</b>	
<p>Liaison with Cardiff Council to encourage the development of local facilities for young people.</p> <p>Liaison with schools. Consider creation of a Youth Committee. Develop Youth Provision Policy</p>	<ul style="list-style-type: none"> <li>• Letter of support sent to Radyr Rangers FC re lease.</li> <li>• Budget approved.</li> <li>• Meeting planned with Cardiff Council.</li> </ul>
<b>Community Planning</b>	
Review of community planning initiatives to update the Village Plan published in 2010.	Report to Council re map.

**Other**

Flags – Report to Environment Committee 2 February 2023

Civility & Respect – deferred