



Radyr & Morganstown Community Council

Cyngor Cymuned Radur a Threforgan

**Agenda Item
22**

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 28 February 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	11,283	27,717

B	Old Church Rooms	30,600	29,420	1,180
C	Old Church Rooms Loan	7,750	5,976	1,774
D	Community Grants	17,400	14,750	2,650
E	Community Halls	100	100	0
F	Community Services	8,300	606	7,694
G	RMCC Events and Hospitality	10,450	12,404	-1,954
H	Staff	51,000	41,633	9,367
I	Members	2,500	1,038	1,462
J	Insurance & Fees	16,050	10,287	5,763
K	Elections	7,200	0	7,200
L	General Admin	4,950	3,336	1,614
M	Contingency	0	0	0
	Total Expenditure	195,300	130,833	64,467

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.

Finance Committee	
Review of finances to ensure that the Council was not at risk (Amounts above £85,000.)	Finance Committee has agreed further actions. See minutes reported 16 March 2023
Review of Grants Procedure	Finance Committee has agreed further actions. See minutes 16 March 2023.
Review of procedures for secure storage of key documents.	TO DO (All documents currently held securely)

Environment Committee	
Tree Surveys. Commission/carry out and react to surveys of trees on Council land.	Report to Council 16 March 2023
Windsor Gardens enhancement.	Report to Environment Committee 2 February 2023.
Council's vision for Station Road.	Report to Council 16 March 2023
Bethel Chapel	Site visit 9 March 2023

OCR Board	
Forward work plan.	As per this report initially.
Promote rental opportunities as a community resource.	Details on Council website
Modernisation of premises	Costs reviewed 16 March2023. S106/Lottery Grant application in progress
Disabled adaptations.	TO DO
Health & Safety Policy (Minute RMCC22 (3) refers.)	TO DO

Publicity and Communications	
Review of the Council's website and consider the creation of a new site.	Being actioned.
Review of communications, including social media. Review of feedback mechanisms and evaluation.	Being actioned.
Review of Complaints Procedure	Review will be undertaken by Publicity Group.

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

Youth Work	
<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"> • Letter of support sent to Radyr Rangers FC re lease. • Budget approved. • Meeting planned with Cardiff Council 17 April 2023.
Community Planning	
Review of community planning initiatives to update the Village Plan published in 2010.	Report to Council re map.

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Other
Flags – Flags purchased. Policy to be reviewed
Civility & Respect – deferred