



Radyr & Morganstown Community Council

Cyngor Cymuned Radur a Threforgan

Agenda Item 23

Meeting: Full Council
2022

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..

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 Financial Regulations	Full Council September 2022
Review of finances to ensure that the Council was not at risk (Amounts above £85,000.)	Preliminary report to Finance Committee 1 September 2022
Review of Grants Procedure	Finance Committee 3 November 2022
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.	Quotes reported to Environment Committee. Full Council 20 October 2022
Windsor Gardens enhancement.	Initial discussion with Leader of Cardiff Council 21 September 2022 Site Meeting 21 October 2022
Council's vision for Station Road.	Initial discussion with Leader of Cardiff Council 21 September 2022

OCR Board	
Forward work plan.	As per this report initially.
Promote rental opportunities as a community resource.	TO DO
Modernisation of premises	<p>Quotations have been reported to OCR Board. Room</p> <p>An Electrical Inspection Condition Report has been carried out. No significant matters were raised. Details will be reported to the OCR Board. A Fire Safety Risk Assessment has been carried out. Matters raised are being addressed. A number of actions have measures have already been put in place to respond to the findings. Details reported to the OCR Board.</p>
Disabled adaptations.	TO DO
Health & Safety Policy (Minute RMCC22 (3) refers.)	TO DO

Publicity and Communications (Progress Report to Chair of Group 7 October 2022)	
Review of the Council's website and consider the creation of a new site.	Report to Full Council 29 September 2022
Review of communications, including social media.	Report to Full Council 29 September 2022

Review of feedback mechanisms and evaluation.	
Review of Complaints Procedure	Report to Full Council 29 September 2022
Review of Welsh Language Scheme.	Report to Full Council 29 September 2022
Examine the feasibility of separate, dedicated email accounts for Clerk, Assistant Clerk and all Members.	Report to Full Council 29 September 2022 (Quote for Clerk email received)
Audit and review of existing IT systems and equipment.	Report to Full Council September 2022
Purchase of equipment to facilitate hybrid meetings	Report to Full Council September 2022 (Pilot exercise underway)
To hold a meeting of the Publicity Group to consider the above issues.	Meeting held 18 August 2022

Youth Work	
Liaison with Cardiff Council to encourage the development of local facilities for young people. Liaison with schools. Consider creation of a Youth Committee. Develop Youth Provision Policy	Work in Progress. Initial Discussion with Leader of Cardiff Council 21 September 2022 Report to Council 20 October 2020

Community Planning

Review of community planning initiatives to update the Village Plan published in 2010.

TO DO

Other

Flags – Report to Council 20 October 2022

Traffic at Clos Parc Radur – resolved.

Further Planning Meeting re RLDP – meeting to be held.

Environment Committee – see minutes.

OCR accounts – to be reported to future OCR meetings

Meeting with Leader of Cardiff Council – progress to be monitored by Environment Committee with reports to Full Council.