



Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

Agenda Item 6

Meeting: Publicity & Communications Committee

Date: 14 June 2023

Report Author: Clerk to the Council

Publicity Update

Introduction

1. This report provides details of progress in relation to various current initiatives.

Key Issues

2. As set out below.

Issue	Background	Current Position
Website	The Council has agreed arrangements for a new website.	<p>The site is expected to go live on 26 June 2023.</p> <p>See further discussion under agenda item 7 Work Programme: Future Priorities</p>
Social media:	The Council has a lively presence on Twitter and has supported the creation of a Facebook page in principle.	<p>The Council's Twitter account (@RandMCCouncil) has been in place for some time. The number of followers has risen to 313 in June 2023 from 273 in August 2022. Content is generally managed by the Clerk and Chairman of the Council.</p> <p>A Council Facebook page has been created but has not been brought into use.</p>
E-mail Accounts	The Council has considered the introduction of a separate email address for Clerks and new addresses for Members.	<p>The Clerk and Assistant Clerk now use separate addresses. This has improved the management of communications within the Council.</p> <p>The question of email addresses for Members has been discussed with the Council's existing IT provider. See further discussion under agenda item 7 Work Programme: Future Priorities</p>
IT Equipment:	New IT equipment has been purchased for the Clerks to improve working from home.	<p>The new IT equipment has improved security within the Council.</p> <p>The mobile phone has improved access to the Council, though it means that the Clerk is effectively 'on call' outside normal office hours.</p>
Hybrid Meetings	Members have supported a return to face-to-face meetings.	Equipment has been purchased to support hybrid meetings, which include meetings held in person and remotely. The equipment is in use.

Policies	<p>(1) See separate agenda item re. Complaints Policy.</p> <p>(2) Welsh Language Scheme.</p> <p>(3) Other policies.</p>	<p>The Council has agreed that the Welsh Language Scheme is reviewed against the advice circulated by the Commissioner. The existing scheme can be seen here. No further work has been undertaken due to other business pressures.</p> <p>The Council has approved a Social Media Policy and Communications Strategy. See further discussion under agenda item 7 Work Programme: Future Priorities</p>

Financial Implications

3. The budget for the current year includes £3,000 provision for IT, phone, and Broadband.
4. A sum of £3,000 is included for the website in 2023/24.
5. £20,000 is available within Earmarked Reserves for IT.

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 improve communication with the public and thus help the Council deliver these Wales-wide sustainability goals.

Staffing Implications

8. N/A at this stage.

Risk Management Implications

9. Key risks relating to Council services etc. are addressed in the [Risk Register](#).
10. The Register includes provision to maintain good governance and adhere to statutory requirements.

Legal Implications

11. The Council has a legal obligation to publish certain information on-line and allow electronic access to meetings.

Recommendation

12. It is **recommended** that members consider the above matters and recommend a way forward.