



Radyr & Morganstown Community Council

Cyngor Cymuned Radur a Threforgan

Agenda Item 7

Meeting: **Publicity & Communications Committee**
14 June 2023

Report Author: **Clerk to the Council**

Work Programme: Future Priorities

Introduction

1. Members are asked to consider a forward work programme to set the direction of travel for the work of the Committee.
2. 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.
6. The budget for the current year includes £3,000 provision for IT, phone, and Broadband.
7. A sum of £3,000 is included for the website in 2023/24.
8. £20,000 is available within Earmarked Reserves for IT.

Links to Corporate Objectives

9. 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.

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

Staffing Implications

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

Risk Management Implications

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

Legal Implications

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

Recommendation

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

Publicity and Communications	
Website	<p>The Council should identify responsibility for updating the new website and agreeing content.</p> <p>The Council should agree a position in relation to the content of the old site and ownership of that site.</p>
IT Training	Any new training requirements for Members and staff could inform the Council's Training Plan.
IT equipment	<p>Members have previously considered the potential to acquire new equipment to support Members. Costs have been examined. Other equipment may also need improvement.</p> <p>The Council should consider a preferred way forward.</p>
Email addresses for Members	<p>Best Practice suggests that Members should avoid the use of personal accounts. Discussions have been held with the Council's existing IT providers</p> <p>The Council should consider a preferred way forward.</p>
Future Publicity Arrangements	To consider publicity for what the Council does both in advance and reviewing the success of past events and initiatives.
Policies	<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.</p>

	Other potential policies which could be developed include a Safeguarding Policy for events run by the Council.
Additional Items following discussion	To follow discussion.