



Radyr & Morganstown Community Council

Cyngor Cymuned Radur a Threforgan

Agenda Item 7

Meeting: **Publicity & Communications Committee**
7 September 2023

Report Author: **Clerk to the Council**
Work Programme

Introduction

1. Members are asked to consider progress in relation to a forward work programme to help 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.

Financial Implications

4. None at this stage. Any expenditure would come from approved resources.
5. The budget for the current year includes £3,000 provision for IT, phone, and Broadband.
6. A sum of £3,000 is included for the website in 2023/24.
7. £20,000 is available within Earmarked Reserves for IT.
8. The complete Council budget for the current year can be seen [here](#).

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	The new website is now live. The old site has been annotated to direct people to the new site.
IT Training	Training is ongoing for Clerks to be able to update the new site.
IT equipment	The requirement to obtain new IT equipment for Members is to be kept under review.
Email addresses for Members	The question of dedicated Council email addresses for Members is to be kept under review.
Future Publicity Arrangements	A calendar of events has been produced to help raise awareness of Council events.
Policies	<p>A safeguarding policy is to be introduced in relation to the Council's participation in local events.</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.</p>
Social Media	<p>The Council has approved a Social Media Policy and Communications Strategy.</p> <p>The Council's Twitter (X) page is currently followed by 315 followers, having risen from 281 in October 2022.</p>