



## Agenda Item

### Approval

Recommendation to Full Council for approval

### Purpose of the Report

To develop an additional way of informing the people of the town about the roles, responsibilities, proposed developments and budgetary information relating to Belper Town Council.

### Background Information

Currently members of the public have limited access to information about the Town Council, its areas of responsibility, planned projects and financial commitments. This information is sometimes referred to in the BTC hard copy newsletter distributed to every household, which is soon to be discontinued. Otherwise, it can be found through monitoring minutes and meeting papers available through the Council's website. It can be assumed that very few members of the public choose to do this.

Other Council's including Parish Council's have developed attractive and accessible posters which set out this information, displaying them in prominent positions around their parish.

It's proposed that BTC develop an A3 sized poster for display in the Council's notice boards. They would remain on display for a minimum of 6 months, from May to October every year. In addition a pdf version would be permanently available on the BTC website.

### Legislation

N/A

**Accessibility Implications** - *Have the recommendations in this report taken in to account the need for Council services and information to be accessible for people with a Disability and if so how is this illustrated.*

This information would be available for the first time in all of the Council notice boards for those who do not, or are unable to use internet technology.

A pdf version would also be displayed on the BTC website which has recently been upgraded to improve access for people who have a disabling condition.

As with all Council documentation reference will be made to the possible option for the information to be provided in an alternative format when requested.

**Climate Emergency Implications** - *Demonstrate any environmental consequences and how these would be addressed*

The introduction of this development is partially as a replacement to the BTC newsletter of which 12,000 A3 copies were produced and distributed 3 times a year. This development will require significantly less paper and printing and



consequently have a positive impact on the Council's carbon footprint.

**Financial Implications**

Subject to agreement by this Committee, further work will be carried out, researching both the graphic design and printing costs, details of which will be presented to Full Council for agreement on 9<sup>th</sup> March 2021. However, it is anticipated that total costs will be less than £500.

**Recommendation(s)**

That the Finance, Governance and Staff Committee recommend that Full Council resolve to approve this proposal at its meeting on 9<sup>th</sup> March 2021.

**Reasons for recommendation(s)**

This development would be an additional means of informing residents and visitors to the town about the work and responsibilities of the Town Council and will partially offset the withdrawal of the hard-copy newsletter.