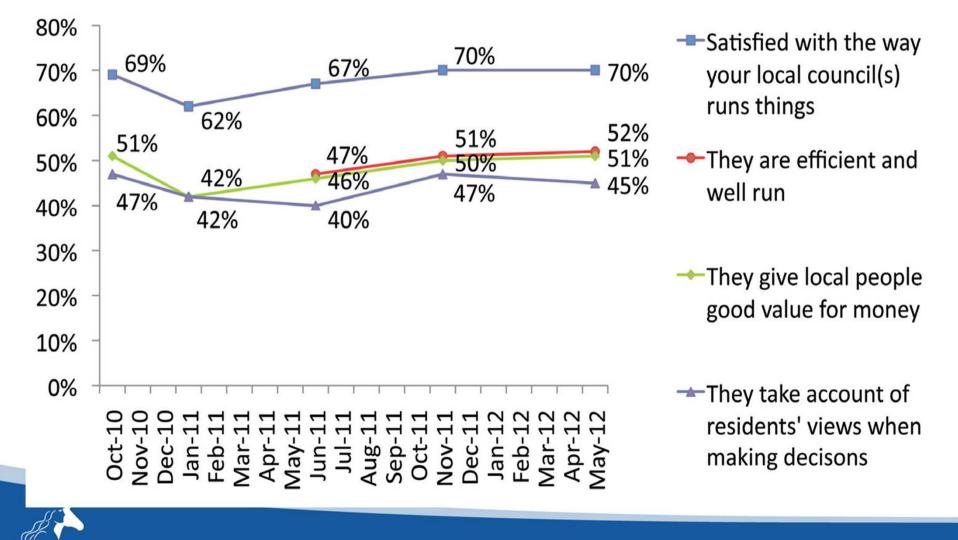


Communications and events







Coventry City Council





Why we're here



To ensure we promote the council, its policies, services and events to a local, regional and national audience in the most efficient and effective ways possible

Our approach to communications is to:

- Use our key messages consistently and with clarity
- Communicate consistently, clearly, relevantly and frequently - listening as well as informing



Our priorities



To:

- Focus on our most effective and most commonly used communications tools
- Use social media innovatively and effectively
- Work with employees through two way communications to encourage employee advocacy and pride
- Achieve a cross-council, one organisation approach to all communications, getting the best possible value for money
- Work with partners to promote Coventry the city



A brief history



- 2008/9 team centralised, including events
- In 2007/8 £1.3m total budget for all spending on marketing/communications/publicity (excluding staff costs) across directorates
- Centralised all budgets, then reduced to total budget of £380,000 for 2013/14 (including £40k from CVOne destination marketing)
- 2013/14 further c£150k a year saved through review of team



Communications review 2012 - objectives

- Capitalise on inhouse design income generation opportunities
- Retain and develop events programme
- Embed use of social media
- Maintain and develop flexible approach
- Balance specialist comms and generic functions
- £100k plus savings target
- Peer review findings
- Political priorities
- **abc** programme



Peer review



Summer 2012 - Westminster, Nottingham, Waltham Forest

- More consistent evaluation
- Review campaign planning processes and consider scoring system (based on business outcomes) for annual priority campaigns
- Develop process of feeding back communications/campaigns results to senior management and cabinet
- Look at ways to measure impact of social media and develop policy to continue to position Coventry as industry best practice
- Investigate drop in awareness/satisfaction of Citivision magazine
- Develop e-newsletter database and template and email marketing capability
- Explore shared working opportunities with neighbouring local authorities





New model



- Reduced staffing five fewer posts
- Flexible comms hub
- Relationship managers
- Greater planning and prioritisation
- Closer integration of marketing, design, ecomms



Coventry City Council Chief Executive's Directorate (CXD) Directorate Scorecard 2011-14 Refreshed July 2012: Measures

	Coventry proud to be	a city	that wor	ks							
Visio	,			etter pavements, ets and roads		to support & celebra our young people				rotect our most erable residents	
Vision and Objectives	abc transformation programme -Service improvements delivered by the fundamental service review programme -Actual savings achieved against targets -Composite liveability measure		ions ed &	ons -Number of events & -Visitors to the city -Customer satisfaction		Public health -Progress towards integration into the Council -Programmes in place to deal with health inequalities		gration	Sub-regional programme -Achievement of programme objectives -Target savings / contribution to balanced budget -Actual savings made		
Values	We're proud to do this being honest, fair and when we make decision Supporting decision-making - Annual Scrutiny Report - Consultation linked to decision - Council Plan & SCS reporting - Guidance on national policy	transpons	Partr - Coventry	and pain nership N Partnership in relation to	activities	things don	e nunicat communica ries within t	city and i ions ations plans imescales	ts futu Cor - Comp - Equal	that's good about our ire Equalities and mmunity Cohesion bliance with Equality Act ity Strategy progress nunity organisations engaged	
The way we work				- Savings	le us to deliver our vision and objective using resources effectively - Savings target for Directorate achieved - Energy use reduction target for Directorate met - Directorate carbon footprint reduced				 ves by supporting councillors and staff % of appraisals carried out Average sickness absence days Average days spent training by mandatory courses, conferences, away day, type Reported accidents and assaults Health and safety themes covered 		

Planning and strategies

- Year ahead forecast on marketing spend through communications budget bids – agreed centrally and corporately. Matched to political priorities
- Year ahead forward planning of major marketing campaigns/events/initiatives
- All major campaigns have a communications strategy – strategic approach with focused action plan, resource allocation etc



Day to day



- Daily media scanning, media enquiries, social media updates (Twitter and Facebook), Beacon (intranet) news updates, Beacon daily bulletin, website updates, press releases
- Weekly/fortnightly Members' Bulletin, media planner (key current comms issues)
- Monthly/bi-monthly/quarterly core brief (update for employees), Meeting the Challenge (seminars for senior managers), Proud of our People internal recognition scheme, **abc** update
- Leaflets, booklets, guides, posters, banners, roundabout







Facebook

- Shares news, service updates, photos and videos
- Immediate way of finding out what people think about a topic
- Over 28,000 'likes' of Coventry

http://www.facebook.com/coventrycc







- We share news, service updates, photos and videos nothing is automated.
- We encourage conversations, and respond to direct questions.
- We don't post more than once a day / a few times a week.
- We signpost to information already available online.
- Day-to-day used as an additional channel not the only channel.







Twitter

- Shares updates in 140 characters
- Useful for quick or time-sensitive events
- Good way for us to engage directly with residents and vice-versa
- 10,500 'followers'

http://www.twitter.com/coventrycc

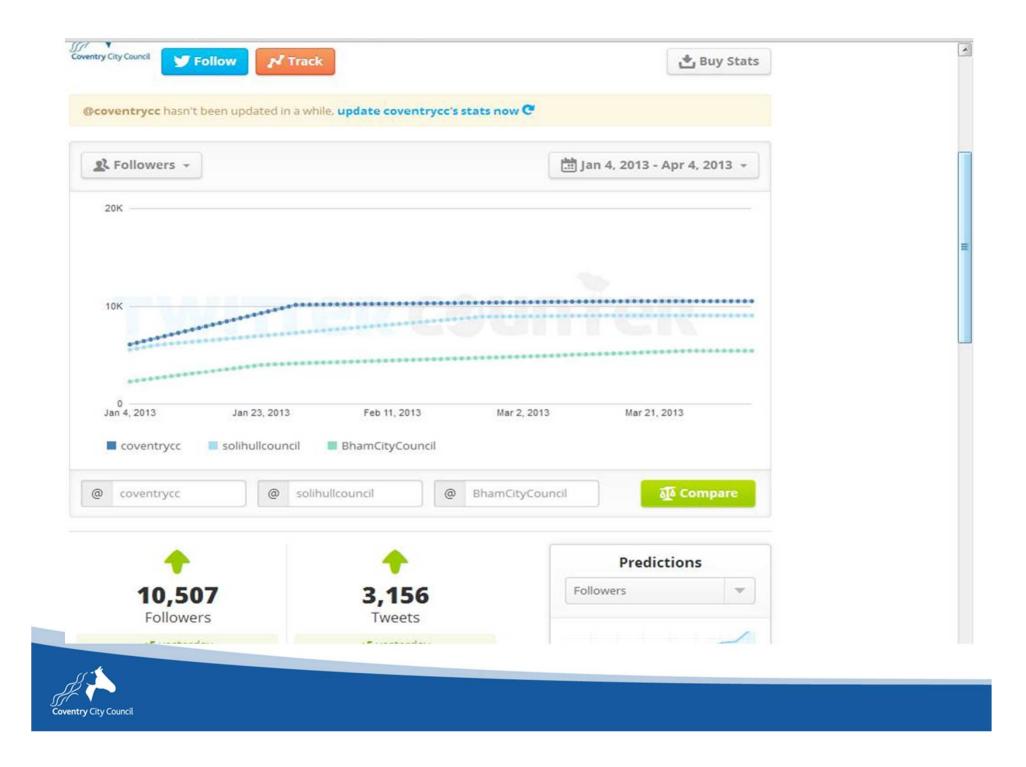


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Coventry City Council

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89 Germany	96 Kenilworth, England	34 Romanian	
79 Romania	85 Northampton, England	33 English (Pirate)	
70 Slovakia	67 Bristol, England	32 Russian	
58 New Zealand	55 Wolverhampton, England	26 Arabic	
58 Malaysia	54 Liverpool, England	25 Hungarian	
49 Turkey	50 Solihull, England	24 Lithuanian	
36 Greece	50 Derby, England	22 Portuguese (Portugal)	
32 Bulgaria	48 Cleveland, Ohio	20 Greek	
32 United Arab Emirates	48 Tile Hill	19 Bulgarian	
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We also use You Tube...

- Video sharing
- 20,000 views

...and Flickr

- Photo and video sharing
- Half a million views of our photos
- Each masterplan photo seen 5,000 times





- Embedding new ways of working
- Public health
- **abc** programme getting the message across about difficult decisions
- Welfare reform working in partnership
- City centre events and regeneration

