



CITY AND COUNTY OF SWANSEA

Dinas A Sir Abertawe

Councillor Clive Lloyd
Cabinet Member, Transformation and
Performance

Civic Centre
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**Overview &
Scrutiny**

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CE/01

07/12/2015

Summary: This is a letter from the Civic Events scrutiny working group to The Cabinet Member for Transformation and Performance following the meeting of the group on the 12 November 2015. It is about the management and organisation of civic events.

Dear Councillor Lloyd,

Civic Events Working Group, 12 November 2015

The working group met on 12 November to examine the management and organisation of the different types of civic events and the support arrangements.

We would like to thank you and your officers for attending the meeting to present us with a report and answer questions. Below is a summary of our discussion, what was agreed and our recommendations to you.

The office of Lord Mayor

Broadly, we agreed that greater respect needed to be demonstrated towards the office of the Lord Mayor and that the role should be safeguarded and promoted.

We were interested to hear your ideas on generating income from the role of the Lord Mayor to help offset budget reductions. The working group understood that the authority needed to consider doing things differently and we cautiously welcomed the idea of seeking funding from other sources. However, we agreed that the office of Lord Mayor should not become

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commercialised and that event sponsorship would be a positive way to help offset any future budget reductions.

Holocaust Memorial Day

You asked for our views on the role of the Lord Mayor in supporting Holocaust Memorial Day which has a wider appeal than just a civic event. We heard about the jointly planned and managed event at Bishop Vaughan School which marked this year's memorial day and that next year's event will also be a joint event with Cefn Hengoed School. We agreed that given the importance of the message that the day promotes, the success of the event at Bishop Vaughan, that the support and management of the event should be transferred with financial support to a "host" school each year.

Royal visits

We understood from you and officers that the event organisation, management and support of Royal visits were the remit of the HM Lord Lieutenant of West Glamorgan. Given our collective experience of royal visits we would like to propose a number of recommendations that, in our view, would improve the running of these types of events in the areas that the Council can influence. These are listed below in the recommendations section.

Lord Mayor's civic engagements

The panel felt that given the financial situation faced by the Council that it would be a good time to review all the civic engagements that are funded by the Lord Mayor to decide on the appropriateness of the events and to identify budget savings.

Given our discussions we recommend that:

- A review is carried out of the civic engagements that are funded by the Lord Mayor to decide on the appropriateness of each event and to identify budget savings.
- Cost neutral ways for the Lord Mayor to celebrate success are identified
- Consideration is given to improving the commercial offering of the Mansion House
- The support and management of Holocaust Memorial Day be transferred with financial support (£1k) to host schools each year.
- The Leader regularly liaises with the Lord Lieutenant to discuss royal visits and how the Council can help improve the management and organisation of these events
- Councillors are consulted about the appropriate people to invite to the royal visit
- A formal feedback mechanism is established between the Council and the Lord Lieutenant to enable feedback on royal visits.

Your Response

I hope that you find this letter useful and informative. We welcome your views on any of the issues raised in this letter but in particular we would like your views on our recommendations and your intended action.

We would be grateful to receive your response by Tuesday 29 December 2015.

Yours sincerely

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