



**CITY AND COUNTY OF SWANSEA**  
**DINAS A SIR ABERTAWE**

Councillor Anthony Colburn  
Convenor  
Civic Events Working Group

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CL/SH

18 December 2015

**If you require this or any other information in another format e.g. Braille, audio tape or a different language, please contact me**

Dear Councillor Colburn

**CIVIC EVENTS WORKING GROUP – 12 NOVEMBER 2015**

Thank you for your letter dated 7 December 2015 regarding recommendations from the Civic Events Working Group.

In response to the recommendations, the following points are addressed:

1. Civic events review – a review of the appropriateness of civic events will take place at the start of the financial year 2016/17 to manage the budget savings that will be made from the civic hospitality budget.
2. Sponsorship – this will be investigated in early 2016 with the Head of Commercial Services with a view to generating sponsorship for a Lord Mayor's Summer Ball to raise funds to supplement the civic hospitality budget reductions in 2016/2017.
3. Commercialising the Mansion House - Cabinet has made a decision to exploit the potential presented by the Mansion House and we are looking at the commercial opportunities that may exist, such as a wedding and event venue, although it will take time to achieve any income; in parallel work is being undertaken to ascertain the asset value of the Mansion House.

**COUNCILLOR/Y CYNGHORYDD**  
**CLIVE LLOYD**

**CABINET MEMBER FOR TRANSFORMATION & PERFORMANCE /**  
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This process had already started before the decision to look at commercial opportunities was made and in any case this will provide a guide value should we wish to sell the Mansion House at a future date.

4. Holocaust Memorial Day – a joint event will be held on 27 January 2016 at Cefn Hengoed Community School and this will be the general approach for future events to mark this nationally important date.
5. Lieutenancy liaison – The Leader of the Council will be invited to the initial liaison meeting with the Lord Lieutenant when any official royal visit is planned to discuss issues raised by the Civic Events Working Group. The Leader of the Council will be regularly briefed on arrangements for royal visits, however, some issues are outside the control of the council e.g. landscaping, catering arrangements, and particularly, security, which is a matter for the council to act upon the instruction of the Royal Household and close protection officers.

Where the Council has an involvement in a royal visit, it may be appropriate for councillors to make suggestions for inclusion on guest lists for consideration. This will be pursued at a future royal visit liaison meeting.

The Leader of the Council will be invited to feedback any comments in relation to a royal visit to the Lieutenancy at the regular liaison meeting.

Yours sincerely

**COUNCILLOR CLIVE LLOYD**  
**CABINET MEMBER FOR TRANSFORMATION & PERFORMANCE**

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