

HAVERFORDWEST TOWN COUNCIL

FULL COUNCIL MEETING – THURSDAY 17 SEPTEMBER 2026

PAPER FOR APPROVAL

Agenda Item 9.4 -

Civic Representation at the Opening of Major Infrastructure Projects within Haverfordwest –the upcoming Public Transport Interchange

Purpose of Report

To consider a proposed letter to Pembrokeshire County Council regarding the involvement of the Mayor of Haverfordwest in the opening of significant infrastructure projects located within the town, including the forthcoming opening of the Haverfordwest Public Transport Interchange.

Background

Pembrokeshire County Council, as the principal authority, is responsible for the delivery of major infrastructure projects within Haverfordwest, including transport facilities, highways, bridges, car parks and public realm schemes. It is therefore appropriate that the County Council takes the lead role in the formal opening of such projects.

The Town Council has, however, noted that major projects delivered within the town often provide opportunities to celebrate both the investment made by the principal authority and the benefit such projects bring to residents, businesses and visitors. As the First Citizen of Haverfordwest, the Town Mayor represents the local community and may be considered an appropriate civic representative at such occasions.

The forthcoming opening of the Haverfordwest Public Transport Interchange provides an opportunity to establish a positive and collaborative approach between both authorities regarding civic participation in future opening ceremonies.

The attached draft letter has been prepared for consideration. It proposes that, whilst Pembrokeshire County Council retains the lead role as the delivering authority, consideration be given to inviting the Mayor of Haverfordwest to participate in official opening ceremonies for significant projects within the town. Examples might include ribbon cuttings, unveiling ceremonies or other civic proceedings.

Financial Implications

None arising directly from this report.

Policy and Governance Implications

The proposal seeks to strengthen partnership working and civic representation and does not affect the respective statutory roles or responsibilities of either authority.

Recommendation

That the Full Council considers the attached draft letter and, subject to any amendments, authorises the Town Clerk to send it to Pembrokeshire County Council on behalf of the Council.

Attachment:

Draft letter to Pembrokeshire County Council regarding civic participation in the opening of major infrastructure projects within Haverfordwest and upcoming opening of Public Transport Interchange

“Dear Leader and Chief Executive

Opening of the Public Transport Exchange

Haverfordwest Town Council understands that the new Public Transport Exchange is due to be formally opened soon and wishes to acknowledge the investment and commitment of Pembrokeshire County Council in delivering this important facility.

The Town Council recognises that Pembrokeshire County Council, as the principal authority, is responsible for the planning, funding and delivery of major infrastructure projects and therefore appropriately takes the lead role in their official opening.

As this facility is located within Haverfordwest and will serve residents, businesses and visitors to the town, the Council respectfully requests that consideration be given to involving the Mayor of Haverfordwest in the opening ceremony.

As First Citizen of the town, the Mayor represents the local community and has a civic role in promoting and supporting initiatives that contribute to the vitality and prosperity of Haverfordwest. The Town Council believes that involving both authorities in such occasions demonstrates a shared commitment to the town and reflects the partnership that exists in serving the community.

The Council would welcome an approach whereby the County Council, as the delivering authority, retains the lead role in the opening ceremony, whilst the Mayor of Haverfordwest is invited to participate in an appropriate civic capacity, such as taking part in a ribbon-cutting ceremony, unveiling, welcome address or other ceremonial proceedings.

Such an arrangement would appropriately recognise both the County Council's leadership in delivering the project and the Mayor's role as the civic representative of the town.

The Town Council would be grateful if consideration could be given to this request in relation to the opening of the new car park and, where appropriate, future significant infrastructure projects within Haverfordwest.

We look forward to continuing the positive relationship between our councils and working together for the benefit of Haverfordwest and its communities.

Yours sincerely

Town Clerk, On behalf of Haverfordwest Town Council