

**ACTION NOTES FROM STAR CHAMBER HELD ON 10 OCTOBER 2007**

**PRESENT:** Councillors R Mace (Chair), E Archer, J Barry, A Bryning, J Gilbert, M Cullinan, J Donnellon, P Loker, R Muckle, N Muschamp, J Barlow

**1 APOLOGIES**

There were no apologies.

**2 NOTES OF THE LAST MEETING**

It was noted that Councillor Archer was not recorded as being present and should have been.

Vehicle Maintenance

A report back to January Star Chamber was requested on efficiencies in vehicle use.

Morecambe TIC

Information about the owner of the lease to be brought to a later meeting.

**3 BASE BUDGET REVIEW AND VALUE FOR MONEY ASSESSMENT  
REGENERATION (CONT'D)**

**Planning Services**

Although statistical and KPI information was incomplete it was noted that Planning was a low cost service. Further information was requested on cost over service elements, and potential savings from EDMS. Report back to Star Chamber was requested.

**Cultural Services**

Report requested to Cabinet on in principal Options for NPDO – to include Community Pools and “invest to save” options.

Report requested to Star Chamber on energy savings using the Power Protector.

It was agreed to add to the provisional list of reports both the Dukes and the Dome.

**Property Services**

Statistical and KPI information was incomplete.

CCTV - Savings options were not taken.

Concessionary Travel – the minimum statutory requirement would be included in the budget and there would be a report back to Star Chamber when more information was known. It was noted there would be some discretionary choices for Lancaster within the overall county-wide scheme.

Estate Management – it was noted that the Property Review should have been completed in July. Members requested to know by 17 October Star Chamber when they could expect the final report.

There were no savings options provided for consideration.

The position regarding Ryelands House and the Health Authority to be confirmed at a future Star Chamber.

Market – No cost information provided.

A report regarding Lancaster Market would be produced for the Markets Committee.

Parking – the usual reporting process to Cabinet on fees and charges would take place as part of the B&PF. Consultation with both Lancaster and Morecambe traders should take place prior to the report.

Premises Management / R&M of Buildings – Operational efficiencies linked to financing capital works in Capital Programme and part of ATS Review.

There was a request for short term 'invest to save' scheme opportunities to be reported back to Star Chamber, e.g. voltage reduction system.

**4 ECONOMIC DEVELOPMENT AND TOURISM – ADDITIONAL INFORMATION**

There were no provisional savings taken from the Marketing and Promotion Budgets or the Tourism Marketing Budgets. It was noted that a report was going to a future Cabinet on Business Grants.

**5 BRIDGE AND OTHER STRUCTURE MAINTENANCE ARRANGEMENTS**

There were some mid to long term budget pressures. Negotiations were continuing with the County Council to adopt additional structures. It was unlikely that estimated liabilities would fall within the current budget period.

A report was requested showing long term investment required on remaining structures.

**6 DATE OF NEXT MEETING**

17 October 2007 – Progress Review

It was noted Cllr Gilbert would not be able to attend.

**JEB/12 October 2007**

## **ACTION NOTES FROM STAR CHAMBER HELD ON 17 OCTOBER 2007**

**PRESENT:** Councillors R Mace (Chair), E Archer, J Barry, A Bryning  
M Cullinan, P Loker, N Muschamp, J Barlow

### **1 APOLOGIES**

Cllr Gilbert, John Donnellon, Roger Muckle

### **2 NOTES OF THE LAST MEETING**

Estate Management Information about the date of the Property Review was outstanding.

Market A report to Cabinet detailing all options would be prepared in the context of the Budget and Policy Framework process. Information about the current lease conditions was requested.

### **3 REVIEW OF PROGRESS**

A briefing note and list of options was considered. There was still a need to find £500K after taking account of balances. It was noted that cross-service savings would be built into the budget but these would not be significant.

Further reports and information was requested as follows:

Communications – report on options for the future and potential to be merged with other service areas.

Organised Events – report on options for reducing staffing. With regard to this it was requested that if possible measurement of what benefit the Festivals and Events brought to the district be reported.

Friends of Storey – confirmation that the figure of £35K is part of the new calculations for the Creative Industry Centre.

CAB – a consultants report prepared relatively recently to be circulated to Star Chamber.

Corporate Strategy – a report back was requested on the outcomes of each element of the Service.

Sports Development – circulate to Star Chamber the Cabinet report prepared last year.

Youth Games – report back on how the money is spent.

SRA Political Groups – members to consider and report back to Cllr Mace.

Arts Development – it was agreed to consider this further on 24 October following the Special Council later that day.

#### **Additions to the list of reports required:**

Leisure Grants, Lancaster Market, The Dome, Member Training, Civic Support.

### **4 TIMETABLE**

A decision would be made in 2 weeks as to whether to reinstate some of the cancelled November meetings to avoid running behind further with the process. Cllr Gilbert had agreed to chair the meetings in the absence of Cllr Mace.

### **5 DATE OF NEXT MEETING**

10.00 a.m. Wednesday 24 October – to consider the Base Budget Review and VFM Assessments of the Chief Executive's Directorate and the Neighbourhood Task Force; Arts Development.

**JEB/18 October 2007**