

<b>Continuing Service funded from income / capital fees (Proposed Base Budget Reduction Targets) – Template 5 BOP 073</b>			
<b>Programme Office</b> (BBR 062)	Service description – see over		
TEMPLATE 5 PROGRAMME OFFICE Reference Number: 073	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
Forecast before savings	3.109	3.123	3.152
Budgeted savings (cumulative)	-0.523	-0.523	-0.523
Planned net expenditure <b>(Approved 2015 net budget)</b>	2.586	2.600	2.629
August 15 monitoring position	-0.631		
Demand variations (cumulative)		0.000	0.000
Price variations (cumulative)		-0.010	-0.019
Undeliverable savings (cumulative)	0.000	0.000	0.000
Loss of grant (cumulative)	0.000	0.000	0.000
<b>Revised Resource Requirement</b>	<b>1.955</b>	<b>2.590</b>	<b>2.610</b>
Additional savings target for approval	0.000	-2.590	-2.620
<b>Revised proposed budget</b>	<b>1.955</b>	<b>0.000</b>	<b>-0.010</b>
Proposed risk reserve provision (discrete year)		0.831	0.861
Policy Decisions needed to deliver cost reductions / income	<p>Approval that the Programme Office will be delivered at no cost to the Council's revenue budget through the following funding arrangements from 1 April 2016:</p> <ul style="list-style-type: none"> <li>• Service activity supporting externally funded projects (e.g. City &amp; Growth deal) will be charged to the external project income.</li> <li>• Service activity supporting capital Investment (e.g. Transport Masterplan) will be charged to the costs of the relevant capital schemes.</li> <li>• Service activity linked to savings/statutory projects will be charged to appropriate projects were funded from reserves.</li> </ul>		
Impact upon service	<p>These policy decisions will enable LCC to continue to:</p> <ul style="list-style-type: none"> <li>• Secure external funding for the economic growth of Lancashire</li> <li>• Continue to meet the existing conditions of ongoing externally funded programmes and meet existing contractual obligations</li> <li>• Realise savings for the Council in the most effective way</li> <li>• Ensure that the Council meets its statutory requirements</li> </ul> <p>The service will become dependent on project based income for the future and will adapt staffing levels dependent upon project work-plans.</p>		
Actions needed to deliver reductions / income	<ul style="list-style-type: none"> <li>• An effective cost recovery system needs to be to be put in place by no later than 31<sup>st</sup> March 2016</li> <li>• On-going review of staffing levels and appropriate adjustment to staffing levels to programme activity.</li> </ul>		
Equality Analysis	<a href="#">Click here to view document</a>		

**Service description:**

The programme office is responsible for ensuring that significant developmental work and projects are delivered successfully across the County Council and wider through partnership with others, including the Lancashire Enterprise Partnership (LEP) and Districts. The activity can be grouped as below:

- Externally Funded Projects
- Capital Delivery
- Operational savings / statutory projects
- Strategic Activity

**Further Information**

Externally funded activity- The service bids for, secures and delivers externally funded European and Central Government programmes. The Programme Office is both instrumental in securing this external funding and as the delivery team, the Programme Office fulfils the role of the Accountable Body and thus satisfies the conditions of receiving this funding.

Capital delivery - The service has direct responsibility for and is instrumental in the delivery of both LCC and Partnership capital projects.

Operational Savings and Statutory Programme - The service has programme management and delivery responsibility for LCC savings and operational projects relating to statutory functions such as the Adult and Children's Social Care services. These projects all either have significant savings associated with them or are required to ensure that LCC meets statutory requirements and require dedicated resource to ensure delivery of the project outcomes and savings.

Strategic activity - The service has direct responsibility for the specialist expertise in developing business cases, strategies and collaboration initiatives with local, regional and national partners / agencies.