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| --- | --- | --- | --- |
| **Continuing Statutory Service (Proposed Base Budget Reduction Targets) – Template 2**  **BOP 017** | | | |
| Service name  DEMOCRATIC SERVICES (BBR 040) | Service description – please see below | | |
|  | **2015/16** | **2016/17** | **2017/18** |
|  | **£m** | **£m** | **£m** |
| Forecast before savings | 1.873 | 1.791 | 1.745 |
| Budgeted savings (cumulative) | -0.131 | -0.131 | -0.131 |
| Planned net expenditure  **(Approved 2015 net budget)** | 1.742 | 1.660 | 1.614 |
|  |  |  |  |
| August 15 monitoring position | 0.000 |  |  |
| Demand variations (cumulative) |  | 0.000 | 0.000 |
| Price variations (cumulative) |  | -0.009 | -0.018 |
| Undeliverable savings (cumulative) | 0.000 | 0.000 | 0.000 |
| Loss of grant (cumulative) | 0.000 | 0.000 | 0.000 |
| **Revised Resource Requirement** | **1.742** | **1.651** | **1.596** |
| Additional savings target for approval (cumulative) | 0.000 | -0.135 | -0.135 |
| **Revised proposed budget** | **1.742** | **1.516** | **1.461** |
| Proposed risk reserve provision  (discrete year) |  | 0.135 | 0.135 |
| Policy Decisions needed to deliver the target savings | * Approve an efficiency target of £0.135m | | |
| Impact on service | * A reduction level of responsiveness of the service. | | |
| Actions needed to deliver the target savings | * Review and reduce the non-statutory work * Identify further business efficiencies. * Identify opportunities for staffing reductions, consult staff on proposal by 31st December 2016 * Statutory consultation process with Trades Unions with respect to potential for redundancies, January 2016. | | |
| Equality Analysis | [Click here to view document](http://council.lancashire.gov.uk/ecSDDisplay.aspx?NAME=SD1403&ID=1403&RPID=7643979&sch=doc&cat=13868&path=13868) | | |

**What does this service deliver?**

Democratic Services assists the administration of the democratic process and the decision-making process of the council, through:

* This includes the legal and procedural advice and support of arranging and supporting Full Council, Cabinet, committees, Boards and members (including Cabinet members and six Champions).
* Operating the statutory scrutiny function (including the appointment of a statutory scrutiny officer).
* Elections
* Maintaining & publishing the Constitution.
* Member Development and administering Member Allowances.
* Booking committee rooms and webcasting councils meetings
* Supporting the Chairman and Lord Lieutenant of Lancashire
* Providing support for Outside Bodies
* Company services - ensuring that any companies wholly or partly owned by LCC (statutory & non-statutory) are properly administered
* Providing a range of specialist support and advice to the council's decision-making function.

List of non-statutory support that could cease:

* Outside bodies
* Non statutory companies
* Cabinet Committees and working groups such as CCPI, Corporate Parenting Board
* Employment Committee
* Complaints Committee
* Regulatory committee
* Executive Scrutiny Committee
* Budget Scrutiny Working Group and scrutiny task groups.