

Enquiries regarding this Agenda:
Steven Lincoln (01284) 757108

Cabinet

***Tuesday 20 December 2011 at 2.00 pm
in Studio 1, The Apex, Charter Square, Bury St Edmunds***

CONSTITUTION: *Leader of the Council: Councillor John Griffiths
Deputy Leader of the Council: Councillor Sara Mildmay-White*

<i>Councillors:</i>		<i>Portfolios:</i>
Terry Clements	-	Planning and Transport
Robert Everitt	-	Tourism and Community Services
Anne Gower	-	Housing, Licensing and Environmental Health
John Griffiths	-	Corporate and Rural Affairs
Sara Mildmay-White	-	Culture and Sport
David Ray	-	Performance and Resources
Peter Stevens	-	Environment and Waste Management

QUORUM: *Three Members*

***Please switch off mobile communication
devices during the meeting, unless exceptional
circumstances require otherwise.***

Agenda

Procedural Matters

- 1. Apologies for Absence**
- 2. Declarations of Interests**

Members are reminded of their responsibility to declare any personal or prejudicial interest which they have in any item of business on the Agenda ***no later than when that item is reached*** and, when appropriate, to leave the meeting prior to discussion and voting on the item.

Part 1 – Public

Corporate Priority: Raising Corporate Standards and Efficiency

3. Recommendations from the Shared Services Steering Group: 6 December 2011

*Cabinet Member – John Griffiths; Contact Officer – Louise Hammond
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Report **C273** attached.

Summary and reasons for recommendations:

Report C273 contains the recommendations only from the Shared Services Steering Group. Attached to this report is the report considered by the Steering Group (Report SSG11/005).

Report SSG11/005 summarises the full Business Case, attached as an Appendix, for a shared Communications Service between Forest Heath District Council and St Edmundsbury Borough Council. The Business Case includes exploration of a number of options, with the preferred option being a single West Suffolk Communications Team covering both Councils. This will result in a shared saving of £43,000 each year. The Business Case also includes a request for transitional funding of £17,000 for 2012/2013 to cover increased communication demands over a period of major change for both partners and to help provide specific support and training to services over this period.

Recommendations:

- (1) The Business Case for a shared Communications Service for Forest Heath District Council and St Edmundsbury Borough Council, attached as an Exempt Appendix to Report SSG11/005, be approved; and
- (2) the allocation of £17,000 transitional funding for 2012/2013 be approved.

EXEMPT INFORMATION – EXCLUSION OF PUBLIC TERMS OF FORMAL RESOLUTION

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1,3,5 & 7 of Part 1 of Schedule 12(A) of the Act.

Part 2 – Private

Exempt Papers relating to previous item

- 4. Exempt Appendix: Recommendations from the Shared Services Steering Group 6 December 2011**

Exempt Appendix: Full Business Case for a Shared Communications Service.