

To: All Members of the Council

Our reference SL/HT

**(Copy to Corporate Management Team and
Head of Legal and Democratic Services)**

Contact Steven Lincoln
Direct Dial 01284 757108
Email steven.lincoln@stedsbc.gov.uk

21 October 2011

Dear Councillor

Special Meeting of Council: 25 October 2011

I enclose a copy of Report C184, *'Shared Services: Forest Heath District Council and St Edmundsbury Borough Council'*, to be considered at the above meeting. You will see that there is a report which will be in the public domain but that Appendices 1 and 2 are confidential. Exempt Appendix 1 is a report produced for full Council at Forest Heath District Council and Appendix 2 is confidential at their request.

Unfortunately this report is 'late', however, it was considered prudent to await the outcome of the meeting of full Council at Forest Heath District Council and you will see from Appendix 3 that we now have the resolutions emanating from that meeting.

You will see from the report that I have listed two background papers at the end of Report C184 that I hope will aid, especially new Members of the Council, those who wish further background reading into the Shared Services Agenda.

Yours sincerely

Steven Lincoln
Committee Services Manager
for Head of Legal and Democratic Services

Joy Bowes BA Solicitor • Head of Legal and Democratic Services
West Suffolk House • Western Way
Bury St Edmunds • Suffolk • IP33 3YU
Phone 01284 763233 • **Fax** 01284 757110 • **TypeTalk** 18001 01284 757115
Departmental email democratic.services@stedsbc.gov.uk
Website www.stedmundsbury.gov.uk