

Key Decision Details

Decision Name	SHARED SERVICES JOINT GROUPS TERMS OF REFERENCE AND BUSINESS PLANS (ICT, LEGAL AND BUILDING CONTROL)
Date of Decision	21 April 2016
Decision maker	Cabinet
Describe the Decision taken	<ol style="list-style-type: none">i. Note and agree the report in principle; andii. That the report be presented to the Cabinet meeting in June to allow the Business Plans to be reconfigured into a more succinct document in response to the comments made by the Cabinet, as contained within the Minute.
What were the reasons for taking the Decision?	<p>A key part of the service reviews has been the development of a set of forward-looking business plans that establish the key priorities, objectives, activities and measures of success for each service. Approval of the business plans enable the shared services to work to an agreed direction and deliver against an established set of objectives.</p> <p>The Terms of Reference for the Member Board, known as the Shared Services Joint Group, forms the strategic part of the governance arrangements.</p>
What alternative options were considered and rejected?	None considered.
Conflict of interest and dispensation	None
Is the decision a Key Decision?	Yes
Was the decision included in the Forward Plan	Yes
Was the decision	No

**subject to the urgency
proceedings?**

**List the background
papers to any report
considered by the
Decision Taker**

None

**Person Making this
report**

Ms Melanie Sage

**Date upon which the
Decision will come into
force, subject to no
call-in**

05 May 2016

**Accompanying
Documents**

Shared Services Business Plans And
Terms Of Reference For The Joint
Group Report
Shared Service Business Plans -
Appendix 1a - Building Control
Business Plan
Shared Service Business Plans -
Appendix 1b - ICT Business Plan
Shared Service Business Plans -
Appendix 1c - Legal Business Plan
Shared Service Business Plans -
Appendix 2 - Draft ToFR - Shared
Services Joint Advisory Group 2
Shared Service Business Plans -
Appendix 3 - Diagram For
Governance Arrangements