

**EAST SUSSEX COUNTY COUNCIL AND  
SURREY COUNTY COUNCIL**

**ORBIS JOINT COMMITTEE**



**DATE: MONDAY, 29 JUNE**

**LEAD OFFICER: JULIE FISHER, STRATEGIC DIRECTOR BUSINESS SERVICES,  
SURREY COUNTY COUNCIL**

**KEVIN FOSTER, CHIEF OPERATING OFFICER, EAST SUSSEX  
COUNTY COUNCIL**

**SUBJECT: ORBIS JOINT COMMITTEE TERMS OF REFERENCE**

**SUMMARY OF ISSUE:**

East Sussex and Surrey County Councils have formally established a joint public sector partnership, 'Orbis' to deliver a comprehensive set of integrated business services to both authorities.

29 June 2015 marks the first meeting of the Orbis Joint Committee, which will provide strategic management to the Orbis Partnership going forward. The Joint Committee is being asked to approve its Terms of Reference, and thus formally become established as the governing body for Orbis.

**RECOMMENDATIONS:**

It is recommended

- (a) That the Joint Committee approves the Terms of Reference, set out in the annex to this report.
- (b) That the Joint Committee meetings are chaired by the Cabinet Member of the authority hosting the meeting.

**REASON FOR RECOMMENDATIONS:**

To formally establish a robust and democratic governing authority for the Orbis Partnership, which will be responsible providing strategic management to the Partnership and monitoring its performance, to ensure it drives the desired positive transformation across the partnering authorities, and delivers savings which will be used to sustain services for residents.

**DETAILS:**

1. On 15 April 2015, East Sussex and Surrey County Councils formally established a joint public sector partnership, 'Orbis' to deliver a comprehensive set of integrated business services to both authorities

The purpose and vision of the Partnership is to provide resilient and sustainable business services, whilst delivering savings to both authorities. The bringing together of services from Surrey County Council and East Sussex County Council will provide an opportunity to create sufficient scale to allow for the recruitment and retention of the best staff, drive shared efficiencies, and invest in new technology that might otherwise be prohibitively expensive for each organisation alone.

2. The Outline Business Case for the Partnership, and the proposed governance arrangement to enable operation as one function, under the management of a Joint Committee, was approved by East Sussex and Surrey County Council Cabinets in February and March 2015.
3. Joint Committees are a well established vehicle for partnership working across the local government sector, for the management of a range of different services, and are a robust governance model where two or more local authorities come together to share services. They have the assurance of democratic control and accountability by the partner authorities, with Member direction at the heart of the partnership.
4. The ambition is for the Partnership to develop and grow over time, attracting further public sector partners. A Joint Committee would provide a robust and democratic model for on-boarding new partners, who would be represented on the Committee.
5. The purpose of the terms of reference is to establish the governance framework for the Orbis Joint Committee. It is proposed that the venue for the meetings will rotate between East Sussex and Surrey's County Halls. The administrative support to the meetings will be provided by the host authority for that meeting and the Standing Orders of the host authority to the meeting will apply. It is proposed that meetings of the Joint Committee will be chaired by the Cabinet Member of the hosting authority.
6. Members of the Joint Committee remain bound by the Code of Conduct of the authority of which they are a member and should register any disclosable pecuniary or other interests which arise by virtue of membership of the Joint Committee with their authority's Monitoring Officer in the usual way.

#### **CONSULTATION:**

7. The Terms of Reference have been drafted and approved by the Monitoring Officers of East Sussex and Surrey County Councils, and have been approved by the Orbis Programme Board and Lead Officers.

#### **RISK MANAGEMENT AND IMPLICATIONS:**

8. The Joint Committee provides members oversight and joint political ownership and strengthens the governance of Orbis.

### **Financial and Value for Money Implications**

9. There are no significant direct financial implications.

### **Legal Implications**

10. As a properly established Joint Committee, the Orbis Joint Committee is able to exercise the functions of both East Sussex County Council and Surrey County Council delegated to it by each of them.

### **Equalities and Diversity**

11. There are no identified risks to protected groups as a consequence of the action proposed in this report.

### **WHAT HAPPENS NEXT:**

12. The Joint Committee will agree a forward plan of meetings to enable it to fulfil its terms of reference.

---

#### **Contact Officer:**

Julie Fisher, Strategic Director for Business Services, Surrey County Council  
Kevin Foster, Chief Operating Officer, East Sussex County Council

#### **Consulted:**

Surrey County Council: Cabinet Members, Chief Executive, Senior Leaders and staff.

East Sussex County Council: Cabinet Members, Chief Executive, Senior Leaders and staff.

#### **Annexes:**

Annex: Orbis Joint Committee Terms of Reference

#### **Sources/background papers:**

This page is intentionally left blank