

**EAST SUSSEX COUNTY COUNCIL,
SURREY COUNTY COUNCIL AND
BRIGHTON & HOVE CITY COUNCIL**



ORBIS JOINT COMMITTEE

DATE: 16 OCTOBER 2017

LEAD OFFICER: KEVIN FOSTER (CHIEF OPERATING OFFICER, EAST SUSSEX COUNTY COUNCIL), JOHN STEBBINGS (CHIEF PROPERTY OFFICER, SURREY COUNTY COUNCIL) & DAVID KUENSSBERG (EXECUTIVE DIRECTOR FINANCE & RESOURCES, BRIGHTON & HOVE CITY COUNCIL)

SUBJECT: ORBIS JOINT COMMITTEE TERMS OF REFERENCE

PURPOSE OF REPORT:

To share the updated Terms of Reference for the Orbis Joint Committee and obtain approval.

INTRODUCTION

With Brighton & Hove City joining the partnership in May 2017 the membership and representation on the Joint Committee has changed and therefore the terms of reference for the committee have been reviewed and updated to reflect these changes.

RECOMMENDATIONS:

It is recommended that the Orbis Joint Committee:

- 1) notes and approves the revised terms of reference; and
- 2) confirms that it will meet three times a year during 2018.

REASON FOR RECOMMENDATIONS:

The revised Terms of Reference have already been approved by the relevant Leader or Council in each the three sovereign partners.

DETAILS:

1. The updated terms of reference now include details of the updated membership of the committee, comprising of two members for each Council.
2. The terms of reference of the Joint Committee are to oversee and to improve delivery of the Services for the benefit of each participating Council, and in particular to:
 - a. Recommend proposals to meet the annual budget for Orbis, set by each of the Councils

- b. Approve the Orbis Business Plan and performance measures
 - c. Monitor the Orbis Business Plan and performance of Orbis
 - d. Make recommendations to the constituent authorities regarding revisions to the Terms of Reference of the Orbis Joint Committee
3. The Joint Committee shall hold meetings two times a year unless otherwise determined by the Joint Committee. At an informal meeting of the Committee Members held on the 26 July 2017, it was agreed that the Orbis Joint Committee will meet three times during 2018. The venue for the meetings will be determined by the Councils on an alternate basis.

RISK MANAGEMENT AND IMPLICATIONS:

1. N/A
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Contact Officers:

Adrian Stockbridge – Orbis Programme Manager

Consulted:

Kevin Foster – Chief Operating Officer

John Stebbings – Chief Property Officer

David Kuenssberg - Executive Director of Finance & Resources

Annexes:

Annex 1 – Terms of Reference

Sources/ background papers:
