



LEAD MEMBER FOR STRATEGIC MANAGEMENT AND ECONOMIC DEVELOPMENT

DECISIONS to be made by the Lead Cabinet Member for Strategic Management and Economic Development, Keith Glazier

THURSDAY, 11 JUNE 2015 AT 2.30 PM

CC2, COUNTY HALL, LEWES

AGENDA

- 1 Decisions made by the Lead Cabinet Member on 2 June 2015 (*Pages 3 - 4*)
- 2 Disclosure of Interests
Disclosure by all Members present of personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- 3 Urgent items
Notification of any items which the Lead Member considers urgent and proposes to take at the appropriate part of the agenda.
- 4 Nomination of ESCC Membership for Orbis Joint Committee and draft Terms of Reference (*Pages 5 - 8*)
Report by the Chief Operating Officer
- 5 Any urgent items previously notified under agenda item 3

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3 June 2015

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LEAD MEMBER FOR STRATEGIC MANAGEMENT AND ECONOMIC DEVELOPMENT

DECISIONS made by the Lead Member for Strategic Management and Economic Development, Councillor Keith Glazier, on 2 June 2015 at CC2, County Hall, Lewes

Councillors Elkin, Pursglove and Stogdon spoke on item 4 (see minute 3)

1 MINUTES

1.1 Councillor Glazier approved as a correct record the minutes of the meeting held on 11 May 2015.

2 REPORTS

2.1 Reports referred to in the minutes below are contained in the minute book.

3 SOUTH EAST LOCAL ENTERPRISE PARTNERSHIP ACCOUNTABILITY BOARD

3.1 The Lead Member considered a report by the Director of Communities, Economy and Transport.

DECISIONS

3.2 **RESOLVED** to: (1) Agree to the establishment of the South East Local Enterprise Partnership (SE LEP) Accountability Board as a Joint Committee from 12 June 2015;

(2) Delegate power to the SE LEP Accountability Board to determine matters relating to the SELEP as set out in the Joint Committee Agreement substantially in the form set out in Appendix D;

(3) Agree that the Leader of East Sussex County Council is appointed to the SE LEP Accountability Board;

(4) Delegate authority to the Chief Finance Officer to agree the terms of and enter into service level agreements and / or loan agreements with Essex County Council and East Sussex delivery partners, as appropriate;

(5) Delegate authority to the Director of Communities, Economy and Transport (CET) to take any actions relating to the administering of the SE LEP Accountability Board, including agreeing the terms of and entering into the Joint Committee Agreement and to give effect to any of the recommendations in this report; and

(6) Note the operational functions, roles and responsibilities required of East Sussex County Council and Team East Sussex as set out in Appendix A.

Reason

3.3 It is important that the County Council engages with the new SE LEP Accountability Board so that the County Council can continue to secure funding to deliver important economic development projects for the county.

Report to: Lead Member for Strategic Management and Economic Development

Date of meeting: 11 June 2015

By: Chief Operating Officer

Title: Nomination of ESCC membership for Orbis Joint Committee and draft Terms of Reference.

Purpose: The purpose of this report is for the Leader, the Lead Member for Strategic Management and Economic Development, to agree the ESCC membership of the Orbis Joint Committee, and to approve the draft Terms of Reference following the Cabinet resolve made on 10 March 2015.

RECOMMENDATIONS

1. To agree that Cllr David Elkin (Lead Member for Resources) be appointed as the ESCC representative on the Orbis Joint Committee; and
2. To approve the draft Terms of Reference for the Orbis Joint Committee (attached at appendix 1).

1 Background

1.1 A decision was taken at a meeting of the East Sussex County Council's Cabinet on 10 March 2015 to create a Joint Committee for the development and delivery of the shared service between East Sussex and Surrey County Councils. The partnership will be called Orbis. At this Cabinet it was resolved to agree:

- i. to the creation of a new business services partnership arrangement with Surrey County Council with effect from 15 April 2015 and pursuant to that, arrangement to place those of its staff employed in the delivery of those functions at the disposal of Surrey County Council;
- ii. to the establishment of a Joint Committee as the governing model for the partnership with Surrey County Council (set out as option 2 in the Business Case appended as Annex 1) to discharge the functions of the Council which are within the remit of the services in scope with effect from 15 April 2015;
- iii. that the Joint Committee will comprise up to three Cabinet Members from East Sussex County Council, to be appointed by the Leader, and up to three Members from Surrey County Council;
- iv. that the Chief Operating Officer prepares the terms of reference and standing orders for the Joint Committee for approval by the Leader;
- v. to delegate authority to the Chief Operating Officer to take any action he considers appropriate to give effect to, or in consequence of the above recommendations, including (but not limited to) agreeing the terms of and entering into an Inter Authority Agreement with Surrey County Council; and

- vi. that the Assistant Chief Executive prepares amendments to the Scheme of Delegation and the Constitution to reflect the changes arising from this report and the Inter Authority Agreement, and submits the revised Scheme and Constitution for approval by the Leader

2 Supporting Information

Membership

2.1 It is proposed that the Committee shall comprise no more than six members, being an equal number of East Sussex County Council Cabinet Members (appointed by the Leader of East Sussex County Council) and Surrey County Council Cabinet Members (appointed by the Leader of Surrey County Council).

2.2 Each Council's Leader may nominate one substitute Cabinet Member to attend meetings of the Joint Committee should an appointed member of the Committee be unavailable or unable to attend a meeting of the Joint Committee. A substitute member attending in the absence of an appointed member will have full voting rights.

2.3 It is proposed that for the inaugural meeting there will be one Cabinet Member from East Sussex County Council and one Cabinet Member from Surrey County Council. For East Sussex it is recommended that Cllr David Elkin, Lead Member for Resources be appointed. As other founding partners come on board, the Terms of Reference will need to be amended to ensure that there is the right level of representation from East Sussex and Surrey County Councils.

Terms of Reference

2.4 The draft Terms of Reference for the Orbis Joint Committee are attached at appendix 1 having been considered by the Shared Service Programme Board and are recommended for approval by the Leader. Approval of the Terms of Reference will be sought at the inaugural Orbis Joint Committee meeting in summer 2015.

3. Conclusion and reasons for recommendations

3.1 It is recommended:

1. To agree that Cllr David Elkin (Lead Member for Resources) be appointed as the ESCC representative on the Orbis Joint Committee; and
2. To approve the draft Terms of Reference for the Orbis Joint Committee (attached at appendix 1).

KEVIN FOSTER
Chief Operating Officer

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ORBIS JOINT COMMITTEE

TERMS OF REFERENCE

Membership

- 1. The Committee shall comprise no more than six members, being an equal number of East Sussex County Council Cabinet Members, appointed by the Leader of East Sussex County Council and Surrey County Council Cabinet Members appointed by the Leader of Surrey County Council.**
- 2. Each Council's Leader may nominate one substitute Cabinet Member to attend meetings of the Joint Committee, should an appointed member of the Committee be unavailable or unable to attend a meeting of the Joint Committee. A substitute member attending in the absence of an appointed member will have full voting rights**

Terms of Reference

The Orbis Joint Committee will:

- 1. Oversee the development and delivery of the services delivered jointly through the Orbis partnership of East Sussex County Council and Surrey County Council ("Orbis")**
- 2. Recommend proposals to meet the annual budget for Orbis set by each of East Sussex County Council and Surrey County Council**
- 3. Approve the Orbis business plan and performance measures**
- 4. Monitor the Orbis business plan and performance of Orbis**
- 5. Approve revisions to the Terms of Reference of the Orbis Joint Committee**

Meetings of the Committee

The Orbis Joint Committee will meet on four occasions a year unless a different number of meetings is determined by the Committee

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