

# Notice of Meeting Orbis Joint Committee

**Date & time**

Friday, 19 January  
2018 at 2.00 pm

**Place**

East Sussex County  
Council, County Hall,  
St Anne's Crescent,  
Lewes, East Sussex  
BN7 1UE

**Contact**

Emma O'Donnell  
Room 122, County Hall  
Tel 020 8541 8987

[emma.odonnell@surreycc.gov.uk](mailto:emma.odonnell@surreycc.gov.uk)

or

Simon Bailey, West D,  
County Hall, Lewes, Tel:  
01273 481935

[Simon.Bailey@eastsussex.gov.uk](mailto:Simon.Bailey@eastsussex.gov.uk)

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**Alternatively you can contact Member and Democratic Services at East Sussex County Council by calling 01273 481935 or by emailing [democratic.services@eastsussex.gov.uk](mailto:democratic.services@eastsussex.gov.uk)**

**This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Emma O'Donnell on 020 8541 8987.**

**Members of the Committee**

Councillor David Elkin (Lead Member for Resources and Deputy Leader, East Sussex County Council) (Co-Chairman), Mr Tim Oliver (Cabinet Member for Property and Business Services) (Co-Chairman), Ms Denise Turner-Stewart (Cabinet Member for Communities), Bob Standley (East Sussex County Council), Andrew Wealls (Brighton & Hove City Council) and Cllr Leslie Hamilton (Brighton and Hove City Council)

## **AGENDA**

### **1 APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

### **2 MINUTES OF THE PREVIOUS MEETING**

(Pages 1  
- 8)

To agree the minutes of the meeting held on 16 October 2017 as an accurate record of the meeting.

### **3 DECLARATIONS OF INTEREST**

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

#### **NOTES:**

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

### **4 EY MARKET INSIGHT**

(Pages 9  
- 30)

Orbis was created as the 'compelling alternative' for back office service delivery in Surrey, East Sussex and Brighton & Hove, with an ambition to pioneer new models of service delivery. EY has been engaged as a strategic partner to Orbis to support the ongoing development of the partnership and to enable Orbis to learn from market leading practice in order to remain sustainable.

To raise awareness of the wider operating context, in August 2017 EY launched a quarterly market insight bulletin tailored to Orbis. This aims to share 'snap shot' insights from the local, national and international arena to bring fresh perspectives, share examples of where new initiatives are being introduced and raise questions for Orbis to consider as part of its ongoing evolution. The second iteration of the quarterly market insight bulletin is shared for information.

### **5 NOVEMBER BUDGET MONITORING**

(Pages  
31 - 36)

To provide an update to the Joint Committee on the financial position of Orbis at the end of November 2017.

- 6 ORBIS OPERATING BUDGET 2018/19** (Pages 37 - 44)
- To provide an update to the Joint Committee on the 2018/19 Orbis Operating budget, in order for the Joint Committee to recommend an estimate of the 2018/19 contributions to be made by Brighton & Hove City Council (BHCC), East Sussex County Council (ESCC) and Surrey County Council (SCC).
- 7 BUSINESS PLAN** (Pages 45 - 126)
- A three year business plan for Orbis is now complete following a review of work in progress by the Joint Committee in October 2017. The Joint Committee is asked to review and approve the business plan.
- 8 ORBIS HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT SERVICE UPDATE** (Pages 127 - 148)
- The Orbis Human Resources and Organisational Development (HR&OD) Function is progressing its integration journey required to deliver the efficiencies identified in the original Orbis Business Plan.
- Following Brighton & Hove City Council joining the partnership, a three years transformation plan was considered as the more sustainable approach by the newly appointed Director of HR&OD in consultation with the Orbis Leadership Team.
- This report produces an update of the progresses made to-date and an outline of the key outcomes expected for the Financial year 2018/19.
- 9 FORWARD WORK PROGRAMME** (Pages 149 - 152)
- The Joint Committee is asked to review the Forward Work Programme and suggest any future items for consideration.
- 10 DATE OF THE NEXT MEETING**
- The next meeting of the Orbis Joint Committee will be held on Thursday 12 April 2018 at County Hall, Kingston.

**Philip Baker**  
**Assistant Chief Executive**  
**East Sussex County Council**

**Julie Fisher**  
**Interim Chief Executive**  
**Surrey County Council**

Published: Tuesday, 9 January 2018

### **MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

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*Thank you for your co-operation*