

Notice of Meeting Orbis Joint Committee

**Date & time**

Thursday, 12 April
2018 at 2.00 pm

Place

Members Conference
Room, County Hall,
Penrhyn Road,
Kingston upon
Thames, Surrey, KT1
2DN

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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 PREVIOUS MEETING: 19 JANUARY 2018

(Pages 7
- 12)

To agree the minutes of the meeting held on 19 January 2018 as an accurate record of proceedings.

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 PROCEDURAL MATTERS

a Members' Questions

The deadline for Members' questions is 12pm four working days before the meeting (Friday 6 April 2018).

b Public Questions

The deadline for public questions is seven days before the meeting (Thursday 5 April 2018).

5 FEBRUARY BUDGET MONITORING

(Pages
13 - 18)

To provide an update to the Joint Committee on the financial position of Orbis at the end of February 2018.

6 ORBIS OPERATING BUDGET 2018/19

(Pages
19 - 24)

To provide an update to the Joint Committee on the 2018/19 Orbis Operating budget, in order for the Joint Committee to recommend the 2018/19 contributions to be made by BHCC, ESCC & SCC.

7 STAFF SURVEY

(Pages
25 - 48)

Orbis Staff took part in the Surrey Best Companies staff survey in October 2017. This report will share the results of the survey for Orbis staff and the approach being taken to address the issues identified.

8 BUSINESS OPERATIONS SERVICE UPDATE

(Pages
49 - 52)

The Orbis Business Operations 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 2 year transformation plan is being implemented in consultation with the unions, staff and 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 EY- MARKET INSIGHT UPDATE

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.

N.B. Report to follow.

10 ORBIS PERFORMANCE FRAMEWORK

(Pages
53 - 54)

To provide an update to the Joint Committee on the development of the Orbis Performance Framework.

N.B. There is a Part 2 annex to this paper- Item 14

11 INTER AUTHORITY AGREEMENT (IAA)

(Pages
55 - 56)

As part of Brighton & Hove City Council joining the partnership in May 2017, an interim IAA was signed by all three partners. The plan was always to develop a full IAA to come into effect from April 2018.

The Inter Authority Agreement forms the legal basis for the Orbis partnership. The terms of the IAA are now agreed and should be noted by the Joint Committee before being sealed by BHCC, ESCC and SCC.

N.B. There is a Part 2 annex to this paper - Item 15.

12 FORWARD WORK PROGRAMME

(Pages
57 - 60)

The Joint Committee is asked to review the Forward Work Programme and suggest any future items for consideration.

13 EXCLUSION OF THE PUBLIC

Recommendation: That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

PART TWO – IN PRIVATE

14 ORBIS PERFORMANCE FRAMEWORK

(Pages
61 - 70)

N.B. This is the Part 2 annex to Item 10.

Confidential: Not for publication under Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

15 INTER AUTHORITY AGREEMENT (IAA)

(Pages
71 - 112)

N.B. This is the Part 2 annex to Item 11.

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16 PUBLICITY OF PART 2 ITEMS

To consider whether the item considered under Part 2 of the agenda should be made available to the press and public.

17 DATE OF THE NEXT MEETING

The next meeting of the Orbis Joint Committee will be held on Friday 6 July 2018, at Hove Town Hall.

Philip Baker
Assistant Chief Executive
East Sussex County Council
Published: Wednesday 4 April 2018

Joanna Killian
Chief Executive
Surrey County Council

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