



EASTERN SHIRES
PURCHASING
ORGANISATION

A LOCAL AUTHORITY PURCHASING AND DISTRIBUTION CONSORTIUM

CONSORTIUM SECRETARY: JOHN SINNOTT, MA, DipI. P.A.,
CHIEF EXECUTIVE, LEICESTERSHIRE COUNTY COUNCIL

Date: 26 October 2011
My Ref BS/ESPO
Please ask for: Ben Smith
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To: Members of the ESPO Management Committee

Dear Member,

ESPO MANAGEMENT COMMITTEE

A meeting of the Management Committee will be held at on Thursday, 3 November 2011 at 11.00 am in the Framland Committee Room, County Hall, Glenfield, Leicestershire..

A buffet lunch will be provided after the meeting. Please telephone or email me (details above) by Tuesday 1 November to confirm that you require lunch and, if so, whether you have any special dietary requirements.

Yours faithfully,

for Consortium Secretary

AGENDA

<u>Item</u>	<u>Marked</u>
1. Minutes of the meeting held on 29 September 2011.	A
2. Urgent Items	
3. Declarations of interests in respect of items on this agenda	

The Chairman will be asked to consider Item 8 on the agenda at this stage of the meeting, which will involve the likely exclusion of the public.

4. Progress Report of the Interim Director and Urgent Action Taken Between Meetings by the Consortium Secretary.	B
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5. ESPO Change Programme Progress Report. C
6. Date of Next Meeting - Friday 2 March 2012 at 11.00 am.
7. Any other business which the Chairman has decided to take as urgent.

The public are likely to be excluded from the meeting during the consideration of the following items of business in accordance with the provisions of Section 100 (A) (4) of the Local Government Act 1972 (Exempt Information).

8. Legal Claim Against ESPO. D
(Exempt report of the Consortium Secretary)
Exempt under Paragraphs 3, 5 and 10 of Schedule 12A
9. Supplementary Information Informing the Progress Report of the Director. E
(Exempt report of the Interim Director)
Exempt under Paragraphs 3, and 10 of Schedule 12A
10. Employee Terms and Conditions. F
(Exempt report of the Consortium Secretary and Consortium Treasurer)
Exempt under Paragraphs 3, 4 and 10 of Schedule 12A.