



**EASTERN SHIRES  
PURCHASING  
ORGANISATION**

A LOCAL AUTHORITY PURCHASING AND DISTRIBUTION CONSORTIUM

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

Date: 15 June 2012  
My Ref: PH/ESPO  
Please ask for: Pete Hitchings  
Direct Dialling: (0116) 305 6038  
e-mail: peter.hitchings@leics.gov.uk

To: Members of the ESPO Management Committee

Dear Member,

**ESPO MANAGEMENT COMMITTEE**

A meeting of the Management Committee will be held on Monday, 25 June 2012 at 10.30 am in the Guthlaxton Committee Room, County Hall, Glenfield. Leicestershire LE3 8RA.

A buffet lunch will be provided after the meeting. Please telephone or email me (details above) by Thursday 21 June 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. Election of Chairman for 2012/13.	
2. Election of Vice Chairman for 2012/13.	
3. Minutes of the meeting held on 2 March 2012.	A
4. To advise of any items that the Chairman has decided to take as urgent elsewhere on the agenda.	
5. Declarations of interests in respect of items on this agenda.	
6. Outcome of the Legal Claim.	B

(Report of the Consortium Secretary)

7. Annual Report and Draft Statement of Accounts 2011/12. C  
(Joint Report of the Interim Director and Consortium Treasurer)
8. Draft Outturn 2011/12. D  
(Joint Report of the Interim Director and Consortium Treasurer)
- During discussion of Item 8 above, the Chairman will be asked to consider Item 15 on the agenda which will involve the likely exclusion of the public.**
9. Progress Report. E  
(Report of the Interim Director)
- During discussion of Item 9 above, the Chairman will be asked to consider Item 16 on the agenda which will involve the likely exclusion of the public.**
10. Outcome of Employee Consultation on Bonus Scheme. F  
(Report of the Consortium Secretary)
11. Date of Next Meeting - 27 September 2012.
12. Any other items 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).**
13. Draft Medium Term Business Strategy. G  
(Exempt report of the Interim Director)  
Exempt under Paragraphs 3 and 10 of Schedule 12A
14. Development of a Four Year Medium Term Financial Strategy (MTFS) 2012 - 2016. H  
(Exempt joint report of Consortium Treasurer and Interim Director)  
Exempt under Paragraphs 3 and 10 of Schedule 12A
15. Supplementary information informing the Draft Outturn 2011/12. I  
(Exempt report of the Interim Director)  
Exempt under Paragraphs 3 and 10 of Schedule 12A
16. Supplementary Information Informing the Progress Report of the Interim Director. J  
(Exempt report of the Interim Director)

Exempt under Paragraphs 3 and 10 of Schedule 12A

17. Exempt Minute No 107 of the meeting of the ESPO Management Committee held on 2 March 2012. K

Exempt under Paragraphs 3, 5 and 10 of Schedule 12A