



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: 14 August 2012
My Ref: PH/ESPO
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To: Members of the ESPO Finance Subcommittee

Dear Member,

ESPO FINANCE SUBCOMMITTEE

A meeting of the Finance Subcommittee will be held on Wednesday, 22 August 2012 at 10.30 am in Room 101, County Hall, Glenfield, Leicester.

Yours faithfully,

for Consortium Secretary

AGENDA

<u>Item</u>	<u>Marked</u>
1. Election of Chairman.	
2. Minutes of the meetings held on 14 June 2012.	A
3. To advise of any items that the Chairman has decided to take as urgent elsewhere on the agenda.	
4. Declarations of interests in respect of items on this agenda.	
<u>The Chairman will be asked to consider Item 13 on the agenda at this stage of the meeting, which will involve the likely exclusion of the public.</u>	
5. Finance and Audit Subcommittee - Proposed terms of reference and indicative Workplan. (Report of the Consortium Treasurer)	B
6. Draft Statement of Accounts 2011/12. (Joint Report of the Interim Director and Consortium Treasurer)	C

7. Management Accounts for the first quarter. D
(Report of the Interim Director)

During discussion of Item 7 above, the Chairman will be asked to consider Item 12 on the agenda which will involve the likely exclusion of the public.

8. Annual Governance Statement 2011/12.
(The Subcommittee to receive a presentation by the Interim Director.)
9. Internal Audit Service - Annual Report 2011-12. E
(Report of the Consortium Treasurer)
10. Annual Internal Audit Plan 2012-13. F
(Report of the Consortium Treasurer)
11. Internal Audit Service - Progress against the Audit Plan 2012-13. G
(Report of the Consortium Treasurer)

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

12. Supplementary Information Informing the Management Accounts for the first quarter. H
(Report of the Interim Director)
(Exempt under paragraphs 3 and 10 of Schedule 12(A))
13. Financial details of the Legal Claim. I
(Report of the Consortium Secretary)
(Exempt under paragraphs 3 and 10 of Schedule 12(A))

