



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: 12 November 2012  
My Ref PH/ESPO  
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To: Members of the ESPO Finance and Audit Subcommittee

Dear Member,

**ESPO FINANCE AND AUDIT SUBCOMMITTEE**

A meeting of the Finance and Audit Subcommittee will be held on Tuesday, 20 November 2012 at 10.30 am in the Gartree Committee Room at County Hall, Glenfield, Leicester.

Yours faithfully,

for Consortium Secretary

**AGENDA**

<u>Item</u>	<u>Marked</u>
1. Election of Chairman for the remainder of the municipal year 2012/13.	
2. Minutes of the meeting held on 22 August 2012.	A
3. To advise of any other items which the Chairman has decided to take as urgent elsewhere on the agenda.	
4. Declarations of interest in respect of items on the agenda.	
5. Management Accounts for the First Six Months of Trading. (Report of the Director)	B

**During discussion of Item 5 above, the Chairman will be asked to consider Item 9 on the agenda which will involve the likely exclusion of the public.**

6. Internal Audit Service - Progress against the 2012-13 Audit Plan. C  
(Report of the Consortium Treasurer)
7. Cash Flow Monitoring. D  
(Report of the Director)

**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):**

8. Four Year Medium Term Financial Strategy and Annual Budget Planning. E  
(Joint report of the Consortium Treasurer and Director)
9. Supplementary Information Informing the Management Accounts for the First Six Months of Trading. F  
(Report of the Director)  
(Exempt under paragraphs 3 and 10 of Schedule 12(A))