



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: 23 May 2013
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 Monday, 3 June at 10.30 am in the Gartree Committee Room at County Hall, Glenfield, Leicester.

Yours faithfully,

for Consortium Secretary

AGENDA

1. Election of Chairman for the municipal year 2013/14.
2. Minutes of the meeting held on 18 February 2013. (Pages 3 - 6)
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.
5. Draft Outturn 2012/13. (Pages 7 - 14)
(Joint report of the Consortium Treasurer and Director)

During discussion of Item 5 above, the Chairman will be asked to consider Item 12 on the agenda which will involve the likely exclusion of the public.

6. Progress against Internal Audit Annual Plan 2012/13. (Pages 15 - 27)
(Report of the Consortium Treasurer)

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7. Internal Audit Annual Members' Report 2012/13. (Pages 29 - 39)
(Report of the Consortium Treasurer)
8. Internal Audit Plan 2013/14. (Pages 41 - 47)
(Report of the Consortium Treasurer)
9. Mitigation of the Risk of Fraud. (Pages 49 - 51)
(Report of the Director)
10. Date of next meeting- Tuesday 3 September 2013.

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):

11. Update from ESPO on reducing stock levels. (Pages 53 - 58)
(Report of the Director)
(Exempt under paragraphs 3 and 10 of Schedule 12(A))
12. Supplementary Report Informing Draft Outturn 2012/13. (Pages 59 - 71)
(Joint report of the Consortium Treasurer and Director)
(Exempt under paragraphs 3 and 10 of Schedule 12(A))