



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: 7 February 2014  
My Ref PH/ESPO  
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To: Members of the ESPO Finance and Audit Sub Committee

Dear Member,

**ESPO FINANCE AND AUDIT SUBCOMMITTEE**

A meeting of the Finance and Audit Sub Committee will be held at on Monday, 17 February 2014 at 10.30 am in the Gartree Committee Room, County Hall, Glenfield , County Hall, Glenfield, Leicester.

Yours faithfully,

*Ben Smith*

for Consortium Secretary

**AGENDA**

1. Minutes of the meeting held on 3 September 2013. (Pages 3 - 6)
2. Declarations of interest in respect of items on the agenda.
3. To advise of any other items which the Chairman has decided to take as urgent elsewhere on the agenda.

**During discussion of Item 4 below, the Chairman will be asked to consider Item 8 on the agenda which will involve the likely exclusion of the public.**

4. Management Accounts to December 2013. (Pages 7 - 11)

(Joint Report of the Director and Consortium Treasurer)

Democratic Services ◦ Chief Executive's Department ◦ Leicestershire County Council ◦ County Hall  
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5. Progress Against Internal Audit Annual Plan. (Pages 13 - 24)  
(Report of the Consortium Treasurer)
6. Date of next meeting.  
11.00 am – Tuesday 10 June 2014.
7. Any other items which the Chairman has decided to take as urgent.

**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. Supplementary Information Informing the Management Accounts to December 2013. (Pages 25 - 32)  
(Joint Report of the Director and Consortium Treasurer)  
(Exempt under Paragraphs 3 and 10 of Schedule 12A)
9. Forecast Outturn 2013/14 and Draft MTFS 2014/15 - 2017/18. (Pages 35 - 55)  
(Joint Report of the Director and Consortium Treasurer)  
(Exempt under paragraphs 3 and 10 of Schedule 12A)