



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: 26 November 2014
My Ref: BH/ESPO
Please ask for: Ben Holihead
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To: Members of the ESPO Management Committee

Dear Member,

ESPO MANAGEMENT COMMITTEE

A meeting of the Management Committee will be held on Thursday, 4 December 2014 at 10.30 am in the Guthlaxton Committee Room, County Hall, Glenfield, Leicestershire.

A buffet lunch will be provided after the meeting. Please telephone or email me (details above) to confirm that you require lunch and, if so, whether you have any special dietary requirements.

Yours faithfully,

Ben Holihead
for Consortium Secretary

AGENDA

Item

Pages

1. To remember Councillor John Reynolds, Cambridgeshire County Council, Chairman of the Management Committee 2008 and 2014.

2. Apologies.

3. Minutes of the meeting held on 25 September 2014.

(Pages 3 -
6)

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. Items referred by the Finance and Audit Subcommittee.
7. Proposed Changes to the Contract Procedure Rules. (Pages 7 - 36)
(Report of the Director)

The Chairman will be requested to consider item 10 on the agenda which contains exempt information alongside the following item:

8. Director's Progress Update. (Pages 37 - 42)
(Report of the Director)
9. Dates of Future Meetings.
 - 4 March 2015, 10.30am – County Hall
 - 24 June 2015, 10.30am – County Hall
 - 23 September 2015, 10.30am – ESPO Warehouse
 - 4 December 2015, 10.30am – County Hall
10. 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.

11. Supplementary Information Informing the Progress Report of the Director's Progress Update. (Pages 43 - 48)
(Exempt under paragraphs 3 and 10 of Schedule 12(A))
(Report of the Director)
12. Strategic Discussion Document to Inform MTFs Assumptions for 2015-19. (Pages 49 - 66)
(Exempt under paragraphs 3 and 10 of Schedule 12(A))
(Joint Report of the Director and Consortium Treasurer)