



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: 18 September 2015  
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 at on Monday 28 September 2015 at 11.00 am at ESPO, Grove Park, Leicestershire, LE19 1SY.

**A tour of the premises will be provided to Members at 10.30 am** and a buffet lunch will be provided after the meeting. Please telephone or email me (details above) to confirm that you require car parking and lunch and, if so, whether you have any special dietary requirements.

Yours faithfully,

Ben Holihead  
for Consortium Secretary

### **AGENDA**

Item

Pages

1. Minutes of the meeting held on 24 June 2015. (Pages 3 - 10)
2. To advise of any items that the Chairman has decided to take as urgent elsewhere on the agenda.
3. Declarations of interests in respect of items on this agenda.

4. Items referred by the Finance and Audit Subcommittee.

*There are no specific items referred. The issues considered by the Subcommittee are covered in items 8 and 9 on this agenda.*

5. 2015 Peak Review.

Presentation by ESPO officers.

6. External audit of the 2014/15 Financial Statements. (Pages 11 - 52)

Report of PricewaterhouseCoopers.

7. Director's Progress update. (Pages 53 - 60)

Report of the Director.

8. Statement of Accounts and the Annual Governance Statement for 2014/15. (Pages 61 - 128)

Joint Report of the Director and Consortium Treasurer.

9. MTFS Monitoring for the First Four Months of 2015/16. (Pages 129 - 136)

Joint Report of the Director and Consortium Treasurer.

10. Dates of future meetings.

Future meetings of the Management Committee will be held on the following dates:-

- Friday 4 December 2015 – 10.30am at County Hall, Glenfield.
- Wednesday 2 March 2016 – 11.00am at County Hall, Glenfield.
- Wednesday 29 June 2016 – 11.00am at County Hall, Glenfield.
- Wednesday 28 September 2016 – 11.00am at ESPO, Grove Park.
- Wednesday 30 November 2016 – 11.00am at County Hall, Glenfield.

11. 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 item of business in accordance with the provisions of Section 100(A) (4) of the Local Government Act 1972.**

12. Supplementary Information Informing the Director's Progress Update. (Pages 137 - 150)

Report of the Director.

(Exempt under paragraphs 3 and 10 of Section 100(A)).