



EASTERN SHIRES  
PURCHASING  
ORGANISATION

A LOCAL AUTHORITY PURCHASING AND DISTRIBUTION CONSORTIUM

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CONSORTIUM SECRETARY: JOHN SINNOTT, MA, Dipl. P.A.,  
CHIEF EXECUTIVE, LEICESTERSHIRE COUNTY COUNCIL

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Date:  
My Ref                    CT/ESPO  
Please ask for:        Cat Tuohy  
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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 Monday, 26 November 2018 at 2.00 pm in the Guthlaxton Committee Room - County Hall.

As the meeting is starting at 2.00pm sandwiches will not be provided. Should you require lunch there is a staff canteen/shop which you could use. If you wish to book a table in the Members Restaurant please let me know and I will make the necessary arrangements.

Yours faithfully,

Cat Tuohy  
for Consortium Secretary

## AGENDA

<u>Item</u>	<u>Report by</u>	
1. Minutes of the meeting held on 12th September 2018.		(Pages 3 - 8)
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. Director's Progress Update.	Director	(Pages 9 - 18)
5. Member Meetings - Use of Skype.	Consortium Secretary	(Pages 19 - 24)
6. Exclusion of the Public  The public are likely to be excluded during consideration of the following items in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information).		
7. Supplementary Information Informing the Director's Progress Update Report	Director	(Pages 25 - 30)
8. Market Changes Paper.	Director	(Pages 31 - 40)
9. Website Project Update Paper.	Director	(Pages 41 - 52)
10. MTFs Monitoring for the First 6 Months of 2018-19.	Director and Consortium Treasurer	(Pages 53 - 62)
11. Date of Next Meeting 27th February 2019.		