



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: 11 June 2019
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 Wednesday, 19 June 2019 at 10.30 am in 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,

Cat Tuohy
for Consortium Secretary

AGENDA

Item

Report by

1. Appointment of Chairman.

Cllr. Rawlins has been nominated to be Chairman for the municipal year ending April 2020.

2. Appointment of Vice Chairman.

3. Minutes of the meeting held on 27 February 2019.

(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.

The issues considered by the Subcommittee are covered in items 11, 15 and 16 which appear elsewhere on the agenda.

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|-----|--|-----------------------------------|-------------------|
| 7. | PricewaterhouseCoopers (PwC) External Audit Plan 2018/19 | | (Pages 7 - 8) |
| 8. | Director's Progress update. | Director | (Pages 9 - 18) |
| 9. | 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). | | |
| 10. | Directors Progress Update - Private | Director | (Pages 19 - 30) |
| 11. | Draft Outturn 2018/19 | Director and Consortium Treasurer | (Pages 31 - 40) |
| 12. | ESPO Website Project Update. | Director and Consortium Treasurer | (Pages 41 - 48) |
| 13. | Planning to Sustain Growth. | Director | (Pages 49 - 98) |
| 14. | Proposed Amendments to the Contract Procedure Rules | Director | (Pages 99 - 158) |
| 15. | Annual Internal Audit Plan 2019-20 | Consortium Treasurer | (Pages 159 - 164) |
| 16. | Internal Audit Service - Annual Report 2018/19 | Consortium Treasurer | (Pages 165 - 194) |
| 17. | Date of Next Meeting. | | |

The next meeting of the Committee is scheduled to take place on 19 September at 10.30am at ESPO, Barnsdale Way, Grove Park, LE19 1ES.

18. Any other items which the Chairman has decided to take as urgent.