



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 September 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 Thursday, 19 September 2019 at 10.30 am at ESPO Offices, Barnsdale Way, Grove Park, LE19 1ES.

There will be a short tour of the ESPO premises for any interested members at the beginning of the meeting.

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. Minutes of the meeting held on 19 June 2019. (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.

5. The Rebate Journey. Assistant Director (Commercial) (Pages 11 - 22)

There will be a presentation for this item.

6. PwC External Audit Report and Opinion. PwC (Pages 23 - 54)
7. Statement of Accounts and Annual Governance Statement 2018/19. Director and Consortium Treasurer (Pages 55 - 132)
8. Director's Progress Update. Director (Pages 133 - 142)
9. Date of Next Meeting.

The next meeting of the Committee is scheduled to take place on Thursday 21 November 2019 at 10.30am at County Hall Glenfield and via Skype.

Future meetings of the Management Committee are scheduled to take place at 10.30am on the following dates:

Wednesday 4th March 2020 (Skype)
Wednesday 24th June 2020 (Attended)
Wednesday 16th September 2020 (Attended)
Wednesday 25th November 2020(Skype)

10. Exclusion of the Public.

The public are likely to be excluded during consideration of the remaining items in accordance with Section 100(A)(4) of the Local Government Act 1972 (Exempt Information).

11. Supplementary Information Informing the Director's Progress Update. Director (Pages 143 - 160)
12. A Review of the Food and Catering Category Portfolio. Director (Pages 161 - 174)
13. Any other items which the Chairman has decided to take as urgent.