



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: 25 February 2020
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, 4 March 2020 as a Skype Meeting at County Hall. The Chairman, officers presenting the report and the Consortium Secretary will be present in Guthlaxton Committee Room.

Information on how to connect to the meeting has been emailed to you, please let me know on the number above if you have any queries.

Yours faithfully,

Cat Tuohy
for Consortium Secretary

AGENDA

Item

Report by

1. Minutes of the meeting held on 21 November 2019. (Pages 3 - 6)
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.

The issues considered by the Subcommittee are covered in items 5 and 10 which appear elsewhere on the agenda.

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|----|-------------------------------------|-------------------------|-----------------|
| 5. | Annual Internal Audit Plan 2020-21. | Consortium
Treasurer | (Pages 7 - 12) |
| 6. | Director's Progress update. | Director | (Pages 13 - 24) |
| 7. | Date of Next Meeting. | | |

The next meeting of the Committee is scheduled to take place on 24 June 2020 at 10.30am as a physical meeting at Leicestershire County Hall.

8. Exclusion of the Press and 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).

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| 9. | Supplementary Information Informing the Progress Report of the Director's Progress Update. | Director | (Pages 25 - 40) |
| 10. | Forecast Outturn 2019/20 and Draft MTFS 2020/21 - 2023/24. | Director and
Consortium
Treasurer | (Pages 41 - 72) |
| 11. | Streamlining ETL Governance Arrangements. | Director and
Consortium
Secretary | (Pages 73 - 82) |
| 12. | Any other items which the Chairman has decided to take as urgent. | | |