



Date: 16/11/2021
My Ref: CT/ESPO
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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, 24 November 2021 at 10.30 am via Microsoft Teams.

Yours faithfully,

Cat Tuohy
for Consortium Secretary

AGENDA

<u>Item</u>	<u>Report by</u>
1. Minutes of the meeting held on 15 September 2021.	(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. Items referred by the Finance and Audit Subcommittee.	

There are no specific items referred.

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|----|--|-----------------------------------|-----------------|
| 5. | Proposed Updates to the Standard Financial Instructions and Delegations to the Director of ESPO. | Director and Consortium Treasurer | (Pages 9 - 16) |
| 6. | Director's Progress update. | Director | (Pages 17 - 32) |
| 7. | Date of Next Meeting. | | |

The next meeting of the Committee is scheduled to take place on 16 March 2022 at 10.30am.

8. Exclusion of the Press and Public.

The public are likely to be excluded during consideration of the following items of business in accordance with the provisions of 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 33 - 48) |
| 10. | Update on the Build Programme for Additional Warehouse Capacity for ESPO. | Director | (Pages 49 - 54) |
| 11. | Energy Update. | Director | (Pages 55 - 60) |

There will be a presentation for this item.

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