



EASTERN SHIRES  
PURCHASING  
ORGANISATION

A LOCAL AUTHORITY PURCHASING AND DISTRIBUTION CONSORTIUM

CONSORTIUM SECRETARY: LAUREN HASLAM,  
DIRECTOR OF LAW AND GOVERNANCE,  
LEICESTERSHIRE COUNTY COUNCIL

Date: 10 September 2024  
Please ask for: Anna Poole  
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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, 18 September 2024 at 10.30am in the Sparkenhoe Committee Room, County Hall, Glenfield.

Members are reminded that a buffet lunch will not be provided after the meeting, although liquid refreshments will be available. Members are welcome to use the canteen at County Hall if they wish.

Yours faithfully,

Anna Poole  
for Consortium Secretary

**AGENDA**

<u>Item</u>	<u>Report by</u>	<u>Page</u>
1. Minutes of the meeting held on 12 June 2024.		(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. | Director's Progress update.  | Director | (Pages 9 - 22)  |
| 6. | Annual Institute of Customer Services Benchmarking Survey.                                   | Director | (Pages 23 - 28) |
| 7. | Human Resources and Organisational Development Business Partner and Work Programme for ESPO. | Director | (Pages 29 - 30) |

8. Date of Next Meeting.

The next meeting of the Committee is scheduled to take place on Wednesday 13 November 2024 at 10.30am at County Hall, Glenfield.

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

10. Exclusion of the Press and Public.

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

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| 11. | Supplementary Information Informing the Progress Report of the Director's Progress Update. | Director | (Pages 31 - 44) |
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