



EASTERN SHIRES PURCHASING ORGANISATION

A LOCAL AUTHORITY PURCHASING AND DISTRIBUTION CONSORTIUM

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

Date:	3 September 2025
My Ref	AS/ESPO
Please ask for:	Angie Smith
Direct Dialling	(0116) 305 0589
e-mail:	angie.smith@leics.gov.uk

To: Members of the ESPO Management Committee

Dear Member,

ESPO MANAGEMENT COMMITTEE

A meeting of the Management Committee will be held on Wednesday, 17 September 2025 at 10.30 am 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,

Angie Smith
for Consortium Secretary

AGENDA

<u>Item</u>	<u>Report by</u>	<u>Page</u>
1. Appointment of Chairman.		
Councillor Trevor Bridgwood from Lincolnshire County Council has been nominated to be Chairman for the Municipal Year ending 2026.		
2. Chairman's Announcements.		
3. Appointment of Vice-Chairman.		
4. Minutes of the meeting held on 19 March 2025.		(Pages 3 - 8)
5. To advise of any items that the Chairman has decided to take as urgent elsewhere on the agenda.		

6. Declarations of interests in respect of items on this agenda.
7. Items referred by the Finance and Audit Subcommittee.

There are no specific items referred.

8. Chief Officer's Progress update. Chief Officer (Pages 9 - 22)
9. Dates of Future Meetings.

The next meeting of the ESPO Management Committee is scheduled to take place on 26 November 2025 at 10.30am.

Meetings of the Committee in 2026 are scheduled to be held on the following dates at 10.30am:

25 March 2026
17 June 2026
16 September 2026
25 November 2026

Meetings of the ESPO Finance and Audit Sub-Committee in 2026 are scheduled to be held on the following dates at 10.30am:

11 February 2026
7 October 2026

10. Any other items which the Chairman has decided to take as urgent.
11. Exclusion of the Press and 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).

12. Supplementary Information Informing the Progress Report of the Chief Officer's Progress Update. Chief Officer (Pages 23 - 42)
13. Business Development Update. ESPO Chief Officer Group (external officers) (Pages 43 - 50)
14. Budget 2025/26. Chief Officer of ESPO and Consortium Treasurer (Pages 51 - 70)
15. ESPO Trading Limited and Eduzone Merger - March 2025 Chief Officer of ESPO and Consortium Treasurer (Pages 71 - 76)