



EASTERN SHIRES  
PURCHASING  
ORGANISATION

A LOCAL AUTHORITY PURCHASING AND DISTRIBUTION CONSORTIUM

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

Date: 11 November 2025  
My Ref AS/ESPO  
Please ask for: Angie Smith  
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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, 26 November 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. Minutes of the meeting held on 17 September 2025.		(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.*

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|----|--|--|-----------------|
| 5. | 2024/25 Financial Statements and Annual Governance Statement | Chief Officer of ESPO and Consortium Treasurer | (Pages 11 - 64) |
| 6. | Chief Officer's Progress update.                             | Chief Officer                                  | (Pages 65 - 80) |
| 7. | Date of Next Meeting.  |  |                 |

The next meeting of the Committee is scheduled to take place on 25 March 2026 at 10.30am at County Hall, Glenfield.

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|----|---|
| 8. | Any other items which the Chairman has decided to take as urgent. |
| 9. | 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).*

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|-----|---|-------------------------|-------------------|
| 10. | Supplementary Information Informing the Progress Report of the Chief Officer's Progress Update. | Chief Officer           | (Pages 81 - 96)   |
| 11. | Overview of ESPO's Energy Offering.   | ESPO Head of Commercial | (Pages 97 - 102)  |
| 12. | ESPO's Digital Marketing and Approach to Search Engine Optimisation (SEO).                      | ESPO Head of Marketing  | (Pages 103 - 110) |