



Date: 22 October 2024
My Ref AP/ESPO
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To: Members of the ESPO Finance and Audit Subcommittee

Dear Member,

ESPO FINANCE AND AUDIT SUBCOMMITTEE

A meeting of the Finance and Audit Subcommittee will be held at on Wednesday, 30 October 2024 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,

Anna Poole
for Consortium Secretary

AGENDA

<u>Item</u>	<u>Report of</u>	<u>Pages</u>
1. Appointment of Chairman.		
2. Minutes of the meeting held on 14 February 2024.		(Pages 3 - 8)
3. Declarations of interest in respect of items on the agenda.		
4. To advise of any other items which the Chairman has decided to take as urgent		



elsewhere on the agenda.

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|-----|---|-----------------------------------|-------------------|
| 5. | External Audit of the 2023/24 Financial Statements and Annual Governance Statement. | Director and Consortium Treasurer | (Pages 9 - 10) |
| 6. | Internal Audit Service - Annual report 2023-24. | Consortium Treasurer | (Pages 11 - 32) |
| 7. | Internal Audit Service - Progress against the 2024-25 Internal Audit Plan and Internal Audit Updates. | Consortium Treasurer | (Pages 33 - 66) |
| 8. | 2023/24 Financial Statements and Annual Governance Statement. | Director and Consortium Treasurer | (Pages 67 - 68) |
| 9. | Contract Procedure Rules Update. | Director | (Pages 69 - 174) |
| 10. | Review and Revision of the Constitution of the ESPO Management Committee. | Consortium Secretary | (Pages 175 - 190) |
| 11. | Date of next meeting. | | |

The next meeting of the Subcommittee is scheduled to take place on Wednesday 12 February 2025 at 10.30am.

12. Any other items which the Chairman has decided to take as urgent.
13. 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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| 14. | Financial Performance Update - 5 months to August 2024. | Director and Consortium Treasurer | (Pages 191 - 200) |
| 15. | Risk Review. | Director and Consortium Treasurer | (Pages 201 - 220) |
| 16. | Finance Update on Grove Park Warehouse Extension. | Director and Consortium Treasurer | (Pages 221 - 228) |