



ESPO MANAGEMENT COMMITTEE 12 SEPTEMBER 2018

DIRECTOR'S ANNUAL REPORT 2017-18

REPORT OF THE DIRECTOR

Purpose of Report

1. To present to members the draft Director's Annual Report 2017-18.

Background

2. The Annual Report has been prepared in the same format as the prior year and reflects a focus on mission statement, values, governance and staffing issues as well as a summary of financial results.

Annual Report Governance

3. The report focuses first on what ESPO's mission statement is followed by a vision of the organisation in the future. It sets out in clear terms to the reader the journey that ESPO is engaged on for all stakeholders of the organisation.
4. The next section covers financial reporting and a summary of the trading results. This includes some historical performance data so readers can identify some important trends.
5. Following this the report covers the key marketing activity that has been engaged in over the previous twelve months. This indicates to the reader the brand development activities that have been engaged in as well as specific target marketing.
6. The next section covers significant matters which should be brought to the attention of the reader. This includes the revaluation of the land and buildings and the inclusion of the pension liability. An update on the four year medium term financial strategy is also included in setting out the strategic objectives of the organisation.
7. Finally the last section covers our long service employees and retirees. This recognises the vital contribution of ESPO's staff.

Resources Implications

8. None.

Recommendation

9. Members are asked to note the contents of the revised Annual Report for 2017-18.

Officer to Contact

Kristian Smith Director
0116 265 7931

Appendix

Appendix A – Draft Annual Report 2017-18