



## **ESPO FINANCE AND AUDIT SUBCOMMITTEE – 30 OCTOBER 2024**

### **REVIEW AND REVISION OF THE CONSTITUTION OF THE ESPO MANAGEMENT COMMITTEE**

#### **REPORT OF THE DIRECTOR AND CONSORTIUM SECRETARY**

##### **Purpose of the Report**

1. The purpose of this report is to seek approval for the submission of the revised ESPO Constitution to the ESPO Management Committee for approval at its meeting on 13 November 2024.

##### **Background**

2. The ESPO Consortium Agreement, signed 14 July 2014, sets out the powers delegated to the Director of ESPO, the Financial Regulations / Standard Financial Instructions applicable to ESPO and the Contract Procedure Rules.
3. These documents have been reviewed by the Director of ESPO in consultation with the Consortium Secretary, and by the Commercial Financial Controller in consultation with the Consortium Treasurer, and a small number of changes are proposed to enable smoother day-to-day operations. These are summarised at Appendix 1 to this report.

##### **Proposed Revisions**

4. The proposed changes
  - amend the requirement to confirm the appointment of personnel to the role of Consortium Treasurer and Consortium Secretary. (see Appendix 2 to this report).
  - include amendment to the role of the Management Committee and the Terms of Reference of the Finance and Audit Subcommittee to include the approval/consideration of changes to the Constitution (See Appendices 2 and 3 respectively).
  - delegate greater authority to the Director through his delegations (Appendix 4 of the ESPO Constitution). See Appendix 4 to this report.
5. These revisions have been reviewed and are supported by ESPO's Consortium Treasurer and Director of ESPO.
6. The full revisions are included in the appendices.

### **Resources Implications**

7. There are no resources implications arising from the recommendations within this report.

### **Recommendation**

8. It is recommended that the Subcommittee approves the changes to the Constitution, summarised in Appendix 1 to this report, for submission to the ESPO Management Committee for approval at its meeting on 13 November 2024.

### **Equality and Human Rights Implications**

9. There are no equality and human rights implications arising from the recommendations within this report.

### **Background Papers**

10. Constitution of the ESPO Management Committee  
<https://democracy.leics.gov.uk/documents/s180551/Constitution%20of%20the%20ESPO%20Management%20Committee.pdf>

### **Appendices**

Appendix 1 - ESPO – Summary of Proposed Changes to the Constitution 2024

Appendix 2 – Proposed Revisions to the Constitution of the ESPO Management Committee, Section 2 – Functions.

Appendix 3 - Proposed Revisions to – Appendix 1 of the ESPO Constitution – Terms of Reference of the Finance and Audit Subcommittee

Appendix 4 - Proposed Revisions to – Appendix 4 of the ESPO Constitution - Functions of, and delegation to, the Director of ESPO.

### **Officer to Contact**

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