

## Annex E: Governance Assurance Statement

The LEP Chair and Chief Executive should here provide a brief formal assurance statement on the status of governance and transparency. In particular, they should focus on any issues raised in Annex A. This statement should also be published on the LEP's website following conclusion of the Annual Performance Review process (in April 2018). You should cover any overview and scrutiny function undertaken by the Accountable Body. **(max 500 words)**

New Anglia Local Enterprise Partnership is committed to accountability and the transparency of decision making.

Over the past year we have continued to comply with our Local Assurance Framework, which outlines how our board operates, how decisions are made, and how our programmes are managed.

At the same time we have been making it easier for people to hold us to account, by publishing on our website more information about our governance processes and more information about the decisions we have made and the projects we are funding.

The LEP board is made up of leaders from business, education and local authorities from Norfolk and Suffolk. None of the board members are remunerated for their time. Find out more about our board [here](#).

We publish a register of interests for LEP board members. Individual registers of interest for board members can be found after the biography of each board member and follow the biographies for senior staff [here](#).

Declarations of interest are also recorded in the minutes of monthly board meetings and are managed in accordance with our Conflicts of Interest Policy.

We also publish a gifts and hospitality log which can be found [here](#).

The LEP board is the main decision-making body, but there are also a number of sub-boards and committees. We publish a decision log which records decisions made by these boards and committees which can be found [here](#)

The board is supported by the LEP's executive team who oversee the day to day delivery of projects.

The LEP's [Scheme of Delegation](#) outlines the decision-making powers for the board, sub-committees, the chair and senior executives.

New Anglia LEP operates within the terms of an agreement with Government called the [Local Assurance Framework](#). This sets out the way the way the LEP makes decisions.

Suffolk County Council is the LEP's accountable body. They are legally accountable for receiving the LEP's funding, making payments and ensuring we comply with the Assurance Framework and rules regarding the use of public sector funding.

A senior finance officer at Suffolk County Council provides advice on repayment of our Growing Places Fund, has oversight of all Local Growth Fund decision making and monitoring of programme spend.

As a limited company, our statutory accounts are subject to an independent audit, and are published on our website. They are also available from Companies House and can be found [here](#).

More information on how the LEP is run can be found [here](#).

We take complaints very seriously and whilst we try to provide a good service, we know that sometimes things go wrong.

For information about our complaints procedure please click [here](#).

If you wish to make a complaint - including the option to make an anonymous complaint - simply click [here](#). Complaints and concerns raised anonymously will be treated in confidence and every effort will be made to protect the complainant's identity.

Employees, board members and contractors may refer to our [Whistleblowing Policy](#).

Signed:  
Name: Douglas Field  
Position: Chair  
Date: 8<sup>th</sup> January 2019

Signed:  
Name: Chris Starkie  
Position: Chief Executive,  
Date: 8<sup>th</sup> January 2019

*\*web links updated to be correct 19/9/19*