

## London Economic Action Partnership

### Governance Assurance Statement 2019

LEAP has a strong commitment to governance and transparency and an overview of key processes is set out within this statement. Members and officers are committed to the arrangements in LEAP's [Local Assurance Framework](#), as amended in line with the Mary Ney Review outcomes in February 2018.

The Board comprises 16 Members, eight of whom are from the private sector, appointed through an open recruitment process with an independent element in line with the [GLA's Protocol on Mayoral Appointments](#). The Board has a 45:55 female:male balance and private sector Members are from a range of business types and sizes. We will be recruiting four additional private sector members in early 2019 and recruitment will be targeted to attract BAME, disabled and female candidates in the interest of achieving a board profile representative of London's diversity. For further information please see our [Diversity Statement](#).

The Terms of Appointment and [Code of Conduct](#), signed by Members upon appointment, include a requirement observe the Nolan principles and a commitment to ensure the diversity of London's communities and economy is reflected in the work of LEAP.

Conflicts of interest are recorded and managed appropriately in line with the [Member Declaration of Interests Policy](#). Register of Interest forms are reviewed bi-annually and published alongside biographies on our [Member pages](#). There is a standing Declarations of Interest item on every agenda to ensure Members declare any relevant interests at the beginning of each meeting; any declarations are recorded in the minutes. Where required, officers provide advice on potential conflicts and suggest any actions, such as withdrawal from a meeting.

LEAP is committed to openness and transparency. Agendas are published at least five clear working days before the meeting, and reports that are reserved from publication in line with Freedom of Information exemptions are clearly marked as restricted. Draft minutes outlining a full summary of the scrutiny and discussion process are published within 10 clear working days of each meeting.

LEAP's [Constitution and Schedule of Funding Responsibilities](#) sets out delegation levels for decision-making. Funding proposals must comply with the GLA's corporate governance, financial, legal and procurement frameworks and be accompanied by a LEAP business case. Following LEAP endorsement proposals are subject to the GLA's decision making procedures; the publication of all GLA decision forms ensures transparency in this area.

LEAP is chaired by Sadiq Khan in his capacity as the Mayor of London. London Assembly Members play an active role in scrutinising the Mayor's work, including LEAP. LEAP Members are accountable to Assembly Members through channels including the Economy Committee, which is held in public, and any actions are addressed through formal letters.

In September 2018 the Economy Committee meeting focussed specifically on LEAP work and questioned two Co-Deputy Chairs and a private sector Member.

LEAP has adopted the [GLA's Complaints Policy](#) for general use. Stakeholders also have the option of submitting a complaint in confidence using [LEAP's Confidential Complaints Policy](#).

LEAP was subject of a Government deep dive in early 2018 and we were pleased to be rated as 'good' with several areas of excellence. We welcomed Government's [Strengthened Local Enterprise Partnerships](#) policy paper in July 2018; we were already in compliance with many recommendations and are progressing towards full compliance through an implementation plan submitted to Government in October 2018.

Signed: **A. Knowles-Cutler**

Signed: **D. Jackson**

Name: **Angus Knowles-Cutler**

Name: **Debbie Jackson**

Position: Co-Deputy Chair

Position: Senior Responsible  
Owner

Date: 23 January 2019

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