



## Annex C: Governance Assurance Statement

The LEP Chair and Chief Executive should here provide a brief formal assurance statement on the status of governance and transparency. This should include any overview and scrutiny function undertaken by the Accountable Body. This should be sent to the Assurance Team via [localgrowthassurance@levellingup.gov.uk](mailto:localgrowthassurance@levellingup.gov.uk), copying the BEIS Area Lead, by **19 January 2023**. This statement should also be published on the LEP's website by **28 February 2023** with confirmation sent to the email address above. **(max 500 words)**

LEAP is strongly committed to good governance and transparency. We have consistently abided by the requirements of our [Local Assurance Framework](#), which has recently been reviewed with no significant changes proposed. An updated version will be published by end of February 2023.

LEAP's [Constitution](#) sets out our terms of reference and schedule of funding responsibilities. Proposals must comply with the GLA's 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 procedure; publication of the decision forms ensures transparency.

The LEAP Board currently comprises 15 members, including eight Business Members and one nominee from the Trades Union Congress. Government agreed an exemption to the National Local Growth Assurance Framework to carry four business member vacancies until the outcome of the LEP review, and beyond this following confirmation the LEAP would need to be integrated into the GLA.

LEAP's [Diversity Statement](#) outlines our commitment to equality, diversity and inclusion. Our Diversity Champion role is co-owned by two business members. Our vacancies mean that our membership is not as diverse as it should be and fully diverse membership will be a priority for LEAP's successor structures.

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

Interests are recorded and managed appropriately in line with our [Declaration of Interests Policy](#). Registers are reviewed regularly and published on our [member pages](#). Officers advise on potential conflicts and suggest appropriate action. There is a standing item on every agenda and any declarations are recorded in the minutes.



LEAP is committed to openness and transparency. Agendas are published five clear working days before each meeting and draft minutes are published within 10 clear working days. Papers and minutes are published in full unless information is considered exempt under Freedom of Information legislation.

LEAP is chaired by the Mayor of London. The London Assembly scrutinises the Mayor's work, including that of LEAP. Our members are accountable to the Assembly through public meetings and actions are addressed through formal letters. LEAP-funded programmes are also subject to the GLA's internal audit regime.

Our management of complaints and whistleblowing reports is set out in our [Local Assurance Framework](#). LEAP has adopted the [GLA's Complaints Procedures](#) and stakeholders have the option of submitting a complaint in confidence using our [Confidential Reporting of Complaints](#) guidance.

We are satisfied that sound governance arrangements are in place and there are no issues we wish to raise regarding LEAP governance.

Signed: **A. Knowles-Cutler**  
Name: Angus Knowles-Cutler  
Position: Business Member  
Date: 17 January 2023

Signed: **P. Graham**  
Name: Philip Graham  
Position: Senior Responsible Owner  
Date: 17 January 2023