



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, copying the DBT Area Lead, by **29 February 2024**. This statement should also be published on the LEP's website by **15 March 2024** with confirmation sent to the email address above. **(max 500 words)**

The LEP Board has met on six occasions during 2023 and has continued, post pandemic, to meet online, the final LEP Board meeting in March 2024 will be held in person. All Board meetings were quorate and well attended, apart from two meetings where decisions were subsequently taken through written procedure in accordance with the constitution.

Full Board membership has been maintained throughout the year. The Board constitution and the Officer Scheme of Delegation have remained unchanged and are published on our website [here](#).

The Board has two positions that respectively act as our Diversity Champions and SME representative. All Board and Investment Board members, including Observers, submit a Register of Interests at least annually, most recently in June 2023. These are published on our website [here](#).

The Board continues to be supported by four sub boards that oversee operational work programmes, including our Investment Board that has met on 6 occasions and has delegation to approve most project investments.

North of Tyne Combined Authority (NTCA) continues to operate as the accountable body for the North East LEP. The NTCA Monitoring Officer and S73 Officer respectively provide legal and financial support, helping to ensure that we operate legally with clear policies, procedures and financial controls. Both regularly attend Board meetings or have deputies present.

The NTCA receives regular reports on LEP Board funding decisions for approval under NTCA Cabinet delegation. These are published on the NTCA website [here](#). The NTCA committees perform an important democratic role in being able to review our activities and to hold the LEP to public account - annually we jointly attend the NTCA Overview and Scrutiny Committee to report on all LEP activity. Our most recent public AGM was held on 25 January 2022 and the next AGM is planned for 16 February 2023.



In accordance with Government representational balance on the LEP Board, at least 50% of members are women (currently 59%) and private sector representation, currently at 70%, is compliant with the 66% minimum requirement.

We take seriously the importance of delivering our responsibilities as a Local Enterprise Partnership through compliance with national best practice guidelines and adherence to the latest Government regulations, including the new UK Subsidy Control regime. In January 2023 we updated our Local Assurance Framework which sets out how we make decisions and ensure value for money when we make both project investments and procure services.

Importantly, this document also sets out how we communicate and transparently publish information about our affairs such as our annual accounts, with the latest accounts published on the NTCA website.

In May 2022, we published an Annual Review of activities in 2021/22 that can be viewed [here](#) along with our Delivery Plan for 2022/23 that can be viewed [here](#). Progress on the 2022/23 Delivery Plan is being reported to each LEP Board meeting.

Signed:

Name: Lucy Winskill
Position: Chair
Date: 27 February 2024

Signed:



Department for Levelling Up, Housing & Communities Department for
Business & Trade

Name: Helen Golightly
Position: Chief Executive Officer
Date: 27 February 2024