

## 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.

The Swindon and Wiltshire Local Enterprise Partnership is committed to working in an open and transparent manner and within a strong governance structure and we review our procedures on an annual basis to achieve this.

### **Our role**

The role of the Swindon and Wiltshire Local Enterprise Partnership is to provide the clear vision and strategic leadership to drive sustainable private sector-led growth and to make a significant contribution to economic growth and productivity in the SWLEP area by:

- Ensuring that strategies for achieving economic growth and productivity within the area reflect the needs of business; and
- Driving the successful implementation of those strategies through engagement with local and central government, business, potential investors and others.

### **Our governance principles**

The SWLEP is governed so as to ensure that it:

1. Operates in accordance with its Assurance Framework;
2. Pursues activities which add value, and in particular activities which do not unnecessarily duplicate the work of the members of the partnership or the roles of other organisations with similar aims;
3. Effectively identifies and appropriately represents the views and needs of business in the SWLEP area;
4. Effectively identifies and appropriately takes into account the views of other stakeholders;
5. Makes effective use of the resources available to it and accounts appropriately for that use as set out in the SWLEP Accountable Body Agreement;
6. Is accountable for its performance, through:
  - a. Clear decision-making by the Board;
  - b. Self-assessment by the Board of its own performance, including regular monitoring of progress, annual performance review through the Department of Business Energy and Industrial Strategy's Annual Conversation, and relevant benchmarking against other LEPs; and
  - c. Appropriate transparency through public reporting of:
    - i. Governance arrangements and the Assurance Framework;

- ii. Decisions;
  - iii. Planned and completed activities;
  - iv. Engagement with business and stakeholders;
  - v. Progress against the delivery of the Strategic Economic Plan;
  - vi. Democratic accountability for its spend through the endorsement or challenge to its actions by the Joint Strategic Economic Committee of both local authorities; and
  - vii. Scrutiny of its strategies and operation by the Joint Scrutiny Task Group.
7. Is able to meet or respond quickly to any requirements or pre-conditions set by central government with regard to transparency, accountability and robust governance;
8. To this end, we will be revising our Governance Framework for implementation from April 2019 to reflect our change in status from an unincorporated partnership to a not-for-profit company limited by guarantee to reflect the structure of the new company approved by the SWLEP Board. We will also make the necessary changes to incorporate the recommendations of any revised National Assurance Framework guidance when it is next updated and published by Government.

### **Our transparency**

We hold our Board meetings in public and welcome stakeholders and members of the public to scrutinise and participate in the SWLEP processes and we will continue to do so as a company limited by guarantee. The SWLEP also complies with the spirit of the Local Government Transparency Code 2015. Finally our Governance Framework clearly states that all members of the SWLEP Board, its Subgroups and officers shall, when carrying out any duties or responsibilities on behalf of the SWLEP, abide by the 7 principles of public life: selflessness; integrity; objectivity; accountability; openness; honesty; and leadership as defined in section 28 of the Localism Act 2011.

As an incorporated body we will encourage local organisations to become active members of our company and hold our Directors to account on the operation of the SWLEP as a business. This will be achieved in a number of ways: through our Annual General Meeting; our annual event; our public Board meetings; and through business and stakeholder consultation sessions which we will hold to support the development of our Local Industrial Strategy and other programmes as required throughout the year.

Signed:



Name: John Mortimer  
 Position: Chairman  
 Date: 16 January 2019

Signed:



Name: Paddy Bradley  
 Position: Director  
 Date: 16 January 2019