

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 localgrowthassurance@communities.gov.uk copying the Cities and Local Growth Unit Area Lead by **16 December 2019**. This statement should also be published on the LEP's website by **28 February 2020** and confirmation sent to localgrowthassurance@communities.gov.uk (**max 500 words**)

Coast to Capital is committed to exceptional governance and believe we go beyond what is expected of us from Government. We have a **strong culture of accountable governance** which is demonstrated by highlighting the following achievements. We have:

- Set a clear target to receive an **Exceptional rating** in relation to Governance, supported by our Audit Committee and endorsed by the Board.
- **Exceeded all targets** set by Government consistently and had no Governance issued raised at any point during the past year.
- Worked closely with our **Accountable Body** demonstrating the benefits of our embedded Head of Finance model.
- Managed an **enhanced operational budget model** which allows for transparency and coherent oversight of core funded, contracted and discretionary budgets across an organisational budgeted turnover of £3.4 million.
- Embedded high-quality **robust and transparent governance** throughout our governance structure. Our Board and Sub-Committees have strong Accountable Body involvement and private sector Board member challenge and engagement.
- Committed to **continual improvement** by consistently put ourselves forward to pilot Governance improvement processes - we piloted the Deep Dive process and this year put ourselves forward to pilot the Peer Review process led by the LEP Network.
- Fully **implemented our new Assurance Framework** 2019 across the organisation including the Board and internal team.
- Commissioned a **review of our Assurance Framework** with an updated version due to be signed off by the Accountable Body and Board and published in January 2020.
- Commissioned a **review of our Conflicts of Interest Policy** led by a member of the Audit Committee.
- Started a **series of audits** including on our employment legislation, procurement, payroll systems and our Accountable body arrangements in line with our strong Audit Plan agreed with the Accountable Body.

- Commissioned an external market-leading professional risk advisors to undertake an additional and optional **review of our risk management**.
- Committed to seeking an **optional and additional Peer Review** meeting with a request of being matched with an Exceptional LEP.
- Introduced a new **Fraud Policy** and training across the team.
- Introduced a **new Board induction process** for the new Business Directors.
- Delivered on our **strong succession planning** by developing a new Chair appointment process with business engagement and diversity at the forefront with approval from our Accountable Body.
- Written to all of our Local Authority partners with an offer to attend their **Scrutiny Committee meetings**.
- Deeply embedded the **Nolan Principles** into our organisational culture through regular training at our team Away Days and organisational posters.
- Undertaken a tender exercise for the appointment of our **external auditors** to ensure we are receiving the best possible service in the auditing of our company accounts with guidance from our Accountable Body.
- Reviewed our **company handbook** and embedded a culture with wellbeing at its heart.
- Developed plans to introduce a new **Workforce Development Strategy** with training, development and continuous development at its heart.
- Enhanced our **active, consistent and collaborative engagement** with external stakeholders through our Local Industrial Big Debates, roundtables and engagement activity including a highly successful AGM in September 2019.

We welcome the scrutiny of the Annual Conversation process which is an excellent opportunity for us to take stock and identify how we can continue to improve. We are eager to give Government the confidence in our ability to make decisions appropriately and deliver effectively.

Our aim is to demonstrate that Coast to Capital an outstanding LEP recognised as leading best practice and best in class, with a clear culture of governance, transparency and accountability in everything that we do.

Jonathan Sharrock – Chief Executive

Tim Wates - Chair

Signed:
Name: Tim Waters
Position: Chair
Date: 12/12/19

Signed:
Name: JONATHAN SNARROUR
Position: Chief Executive
Date: 12/12/19 .

