

Resources
Finance & Assets

**Director
Finance & Assets**
Richard Ambrose

Buckinghamshire County Council

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Melanie Dawes
HMCLG Permanent Secretary
2 Marsham Street
London
SW1P 4DF
LEPpolicy@communities.gsi.gov.uk

27.02.2018
Reference: RA/pjb

Dear Melanie,

LEP National Assurance Framework

As Section 151 Officer for Buckinghamshire County Council, the accountable body for Buckinghamshire Thames Valley Local Enterprise Partnership (BTVLEP), I can certify that the standards set out in the LEP National Assurance Framework have been agreed, are in place and are being implemented by BTVLEP.

BTVLEP's policies meet and exceed the minimum requirements set out in the best practice guidance. I attend all LEP board meetings to ensure that decisions are made in line with the approved local assurance framework which has been updated regularly to remain in line with current national best practice.

All key documents including the current assurance framework, meeting minutes, agenda papers, project business cases complaints procedure and whistleblowing policy are on the BTVLEP website. Updated Register of Interests forms have been completed by all BTVLEP Board members and senior staff advising on decisions. All forms have been counter signed by both myself and the BTVLEP Chief Executive Officer ahead of publication on the BTVLEP website.

I will ensure that this information remains up to date throughout the year and that a full review is undertaken every six months.

Yours sincerely,



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