

To: Permanent Secretary
Accounting Officer
Department for Levelling Up, Housing
and Communities
2 Marsham Street
London

Please ask for: Debbie Fear

Steve Mawson
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Westgate Street
Gloucester, GL1 2TG

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Date: 17th February 2023

Dear Permanent Secretary,

RE: LEP Assurance - Section 151/73/127 Officer letter template to the Department's Accounting Officer

As the Section 151 Officer and Executive Director of Corporate Resources for Gloucestershire County Council, the LEP's Accountable Body, I would like to confirm that myself and my deputies have undertaken all the necessary checks to ensure that the LEP has in place the processes to ensure the proper administration of their financial affairs.

I have a standing invitation to LEP Board meetings where I am able to observe and scrutinise LEP board business and decisions and my nominated officer attends the Growth Funds Programme Management Group at which delivery and monitoring of Growth Fund projects is managed.

Accordingly, having considered all the relevant information, in my role as the Section 151 Officer, I am of the opinion that the financial affairs of the LEP are being properly administered. The LEP's Local Assurance Framework is compliant with the minimum standards as outlined in the *National Local Growth Assurance Framework (2021)*.

Thanks & regards,



Steve Mawson
S151 & Executive Director of Corporate Resources