



Annex B: Section 151 Assurance Statement

The Section 151 Officer should here provide a report to the Annual Performance Review on their work for the LEP over the last twelve months, and their opinion, with a specific requirement to identify any issues of concern, on governance and transparency. The report should focus on any issues raised in Annex A: Annual Performance Review Preparation. This report should be sent to the Assurance Team via localgrowthassurance@levellingup.gov.uk copying the DHLUC/DBT Area Lead by **28 February 2024. (max 500 words)**

I continue to have good and close working relationships with both the Chief Executive of OxLEP and the Director of Corporate Services. I continue to attend as many of the Executive Board meetings personally as possible and provide regular financial updates to the meetings. I also personally attend the Finance & Audit Committee, a sub-committee of the Board and where relevant, bring agenda items. If I am personally unable to attend either of these meetings, the Deputy s151 officer attends on my behalf to ensure there is always a representative from the accountable body. I meet with the Chief Executive and Director of Corporate Services on a regular basis to discuss updates and matters of interest.

Good relationships continue with OxLEP's external auditors and the County Council, with discussion and agreement on treatment of expenditure and income in respective accounts and disclosure notes to ensure transparency for the public.

There have been no changes to the governance arrangements during 2023/24 and OxLEP have recently commissioned their external auditors to undertake an internal controls review.

I have been fully involved in the preparations for the transition of OxLEP to the County Council from April 2024 and have been involved in the Board briefings as well as the briefings to the Cabinet at the Council.

Signed: 

Name: Lorna Baxter

Position: Executive Director of Resources and Section 151 Officer

Date: 27/2/24