

Report to: Governance and Audit Committee

Date: 30 July 2018

Subject: Annual report on complaints and concerns about the LEP

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1. Purpose of this report

- 1.1 To provide an annual report in respect of any complaints and concerns raised about the Leeds City Region Local Enterprise Partnership (the LEP) and/or members of the LEP Board.

2. Information

- 2.1 Concerns from a member of the public or a third party about the LEP may be reported through:
- the LEP's whistleblowing policy,
 - the LEP's procedure for considering complaints alleging a failure to comply with the LEP Board Members' Code of Conduct, and
 - the LEP's confidential complaints procedure.
- 2.2 These documents were approved by the LEP Board earlier this calendar year, further to a review of LEP transparency. The documents comply with the Government's best practice guidance on local enterprise partnership governance and transparency (the LEP whistleblowing policy and confidential complaints procedure follow the model documents issued under the guidance).
- 2.3 Prior to these documents being approved, any concern about the LEP would have been considered under the West Yorkshire Combined Authority's [complaints policy](#) and whistleblowing policy. Complaints about the LEP may still be channelled through the Combined Authority's complaints policy.

Annual reports

- 2.4 The LEP's whistleblowing policy provides for the Combined Authority's Internal Audit Manager to provide an annual report to the Combined

Authority's Governance and Audit Committee. The Internal Audit Manager has confirmed that during the last municipal year, no concerns were received under this policy, nor under the Combined Authority's whistleblowing policy in relation to the LEP. Nor have any concerns been received to date this municipal year.

- 2.5 At the annual meeting of the LEP Board in June 2018, the LEP Board amended the LEP's complaints procedures to provide for an annual report to the LEP Board and to the Combined Authority's Audit and Governance Committee.
- 2.6 The Monitoring Officer can now report that no complaint about the LEP or any member of the LEP Board has been received to date under either procedure, nor over the last municipal year under the Combined Authority's complaints procedure.
- 2.7 Item 8 on this agenda, the Annual Internal Audit Report and Opinion provides an update in respect of the Combined Authority's whistleblowing policy, and addresses compliance with the Combined Authority's Code of Conduct for members.

3. Financial Implications

- 3.1 There are no financial implications directly arising from this report.

4. Legal Implications

- 4.1 There are no legal implications directly arising from this report.

5. Staffing Implications

- 5.1 There are no staffing implications directly arising from this report.

6. External Consultees

- 6.1 No external consultations have been undertaken.

7. Recommendations

- 7.1 That Governance and Audit Committee note the annual report in respect of complaints and concerns about the LEP.

8. Background Documents

None.

9. Appendices

None.