

## Appendix B - Governance Key Performance Indicators

### *Forward Plan of Decisions*

Is the Forward Plan of Decisions, including any associated business cases, published at least 28 days in advance of the Accountability Board meeting?

Meeting date	Met (Y/N)?
27/05/22	Y
15/07/22	Y
23/09/22	Y
25/11/22	Y
27/01/23	Y
13/04/23	Y
16/06/23	Y

### *Publication of Papers*

Are all papers published 5 clear working days in advance of the meeting?

Board	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	
Accountability Board	15/07/22	Y	23/09/22	Y	25/11/22	Y	27/01/23	Y	13/04/23	Y
Strategic Board	24/06/22	Y	21/10/22	Y	09/12/22	Y	10/02/23	Y		
SE	06/06/22	Y								
KMEP	14/06/22	Y	20/09/22	Y	22/11/22	Y	21/03/23	Y		
OSE										
TES	20/06/22	Y	17/10/22	Y	05/12/22	Y	06/02/23	Y	15/05/2023	Y

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**Draft Minutes**

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Are all draft minutes published within 10 clear working days following the meeting?

Board	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?
Accountability Board	27/05/22	Y	15/07/22	Y	23/09/22	Y	25/11/22	Y	13/04/23	Y		
Strategic Board			24/06/22	Y	21/10/22	Y	09/12/22	Y	10/02/23	Y		
SE			06/06/22	Y								
KMEP			14/06/22	N	20/09/22	Y	22/11/22	Y	21/03/23	Y		
OSE												
TES	03/05/22	Y	20/06/22	Y	17/10/22	Y	05/12/22	Y	15/05/23	Y		

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**Final Minutes**

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Are final minutes published within 10 clear working days following approval?

Board	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?	Meeting date	Met (Y/N)?
Accountability Board	11/02/22	Y	27/05/22	Y	15/07/22	Y	23/09/22	Y	13/04/23	Y		
Strategic Board	18/03/22	Y			24/06/22	Y	21/10/22	Y	10/02/23	Y		
SE					06/06/22	Y						
KMEP	28/03/22	N			14/06/22	N	20/09/22	N	22/11/22	Y	21/03/23	N
OSE	09/03/22	N										
TES	14/03/22	Y	03/05/22	Y	20/06/22	Y	17/10/22	Y	15/05/23	Y		

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**Registers of Interest- Board Members**

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**Are registers of interests in place for all board members?**

<b>Board</b>	<b>Comments</b>
Accountability Board	All complete, ongoing updates where appropriate
Strategic Board	All complete, ongoing updates where appropriate
SE	All complete, ongoing updates where appropriate
KMEP	All complete, ongoing updates where appropriate
OSE	All complete, ongoing updates where appropriate
TES	All complete, ongoing updates where appropriate

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**Registers of Interest - Officers**

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**Are registers of interest in place for all officers?**

<b>Category</b>	<b>Percentage completed</b>
SELEP Secretariat	100%
Accountable Body	100%
Federated Board Lead Officers	Some now out of date, in process of updating.

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***Declarations of interests in meetings***

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**Are all interests declared and recorded in the meetings as a standing item with a note of any actions taken?**

<b>Board</b>	<b>Met (Y/N)?</b>
Accountability Board	Y
Strategic Board	Y
Investment Panel	Y
SE	Y
KMEP	Y
OSE	Y
TES	Y

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***Business Case Endorsement***

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**Have all new and amended projects/business cases been endorsed by the respective Federated Board in advance of submission to any of the SELEP boards?**

<b>Board</b>	<b>Met (Y/N)?</b>	<b>Comments</b>
LGF	Y	Through prioritisation process for LGF3b
GPF	Y	Through prioritisation process
SSF	Y	Applications are considered by Federated Boards in advance of being brought forward for Strategic Board endorsement.

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**Publication of Business Cases**

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Are all business cases published 1 month in advance of funding decisions at Accountability Board meetings?

Meeting date	Met (Y/N)?
15/07/22	Y
23/09/22	Y
25/11/22	Y
27/01/23	Y

Date	Percentage of female board members (excluding co-opted)
24/05/19	18%
05/08/19	21%
28/01/20	25%
16/04/20	35%
01/02/21	35%
10/06/21	35%
22/10/21	35%
18/05/22	35%
04/11/22	32% (vacancy)
22/02/23	35% (2 vacancies)