

## Governance Key Performance Indicators

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### *Forward Plan of Decisions*

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**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)?
12/04/19	Y
7/06/19	Y
13/09/19	Y
15/11/19	Y
14/02/20	Y

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### *Publication of Papers*

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**Are all papers published on the SELEP website 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)?
Accountability Board	12/04/19	Y	07/16/19	Y	13/09/19	Y	15/11/19	Y
Strategic Board	22/03/19	N	28/06/19	Y	04/10/19	Y	06/12/19	Y
Investment Panel	09/03/19	Y	28/06/19	Y				
SE	18/03/19	N	24/06/19	N	30/09/19	N	02/12/19	Y
KMEP	25/03/19	N	25/06/19	N	24/09/19	Y	26/11/19	Y
OSE	13/02/19	N	25/06/19	N	11/09/19	Y	13/11/19	Y
TES	24/06/19	N	29/07/19	Y	30/09/19	Y	02/12/19	Y

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**Draft Minutes**

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

<b>Board</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>
Accountability Board	12/04/19	Y	07/06/19	Y	13/09/19	Y	15/11/19	Y
Strategic Board	22/03/19	N	28/06/19	Y	04/10/19	Y	06/12/19	Y
Investment Panel	08/03/19	Y	28/06/19	Y				
SE	18/03/19	N	24/06/19	N	30/09/19	Y	02/12/19	N
KMEP	25/03/19	N	25/06/19	N	24/09/19	N	26/11/19	N
OSE	13/02/19	Y	25/06/19	N	11/09/19	N	13/11/19	Y
TES	18/03/19	N	24/06/19	N	30/09/19	N	02/12/19	Y

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**Final Minutes**

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

<b>Board</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>	<b>Meeting date</b>	<b>Met (Y/N)?</b>
Accountability Board	15/02/19	Y	12/04/19	Y	07/06/19	Y	13/09/19	Y
Strategic Board	07/12/18	Y	22/03/19	Y	28/06/19	Y	04/10/19	Y
Investment Panel	08/03/19	Y	28/06/19	Y				
SE	03/12/18	Y	18/03/19	Y	24/06/19	Y	30/09/19	Y
KMEP	28/01/19	N	25/03/19	N	25/06/19	N	24/09/19	N
OSE	07/11/18	Y	13/02/19	N	25/06/19	N	11/09/19	N
TES	28/01/19	Y	18/03/19	Y	24/06/19	N	30/09/19	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>Percentage completed</b>	<b>Comments</b>
Accountability Board	100%	Register of Interests will be a key part of the revised induction process and a completed Register of Interest form will be required at that point. Members are also required to declare any appropriate interests at the start of meetings
Strategic Board	100%	As above
Investment Panel	100%	As above
EBB	100%	As above
KMEP	100%	As above
OSE	100%	As above
TES	100%	As above

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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% (awaiting some new staff within grace period)
Accountable Body	100%
Federated Board Lead Officers	100%

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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?

Board	Met (Y/N)?
Accountability Board	Y
Strategic Board	Y
Investment Panel	Y
EBB	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?

Board	Met (Y/N)?	Comments
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?**

<b>Meeting date</b>	<b>Met (Y/N)?</b>
12/04/19	N (but were published in advance)
7/06/19	N (but were published in advance)
13/09/19	N (but were published in advance)
15/11/19	N (but were published in advance)
14/02/20	Y

<b>Date</b>	<b>Percentage of female board members</b>
<b>24/05/19</b>	18%
<b>05/08/19</b>	21%
<b>28/01/20</b>	25%