

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)?
12/04/19	Y
7/06/19	Y
13/09/19	Y
15/11/19	Y
14/02/20	Y
15/05/20	Y
03/07/20	Y
18/09/20	Y

Publication of Papers

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)?	Meeting date	Met (Y/N)?
Accountability Board	07/06/19	Y	13/09/19	Y	15/11/19	Y	14/02/20	Y	15/05/20	Y
Strategic Board	31/01/20	Y	17/04/20	Y	12/06/20	Y	16/07/20	Y	04/09/20	Y
Investment Panel	09/03/19	Y	28/06/19	Y						
SE	17/02/20	Y	16/03/20	Y	11/05/20	N	08/06/20	N	10/08/20	N
KMEP	28/01/20	N	03/06/20	Y						
OSE	04/03/20	Y	03/06/20	Y						
TES	15/04/20	Y	04/05/20	Y	19/05/20	Y	08/06/20	Y	30/07/20	Y

Draft Minutes

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)?
Accountability Board	07/06/19	Y	13/09/19	Y	15/11/19	Y	14/02/20	Y	15/05/20	Y
Strategic Board	31/01/20	Y	17/04/20	Y	12/06/20	Y	16/07/20	Y	04/09/20	Y
Investment Panel	09/03/19	Y	28/06/19	Y						
SE	17/02/20	Y	16/03/20	Y	11/05/20	N	08/06/20	N	10/08/20	N
KMEP	28/01/20	N	03/06/20	Y						
OSE	04/03/20	Y	03/06/20	Y						
TES	15/04/20	Y	04/05/20	Y	19/05/20	Y	08/06/20	Y	30/07/20	Y

Final Minutes

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)?
Accountability Board	07/06/19	Y	13/09/19	Y	15/11/19	Y	14/02/20	Y	15/05/20	Y
Strategic Board	31/01/20	Y	17/04/20	Y	12/06/20	Y	16/07/20	Y	04/09/20	Y
Investment Panel	09/03/19	Y	28/06/19	Y						
SE	17/02/20	Y	16/03/20	Y	11/05/20	N	08/06/20	N	10/08/20	N
KMEP	28/01/20	N	03/06/20	Y						
OSE	04/03/20	Y	03/06/20	Y						
TES	15/04/20	Y	04/05/20	Y	19/05/20	Y	08/06/20	Y	30/07/20	Y

Registers of Interest- Board Members

Are registers of interests in place for all board members?

Board	Percentage completed	Comments
Accountability Board	100%	In place for all Board members. There is a 28-day grace period for all new Board members (must be before attending a meeting).
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

Registers of Interest- Officers

Are registers of interest in place for all officers?

Category	Percentage completed
SELEP Secretariat	100%
Accountable Body	100%
Federated Board Lead Officers	100%

Declarations of interests in meetings

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

Business Case Endorsement

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.

Publication of Business Cases

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

Meeting date	Met (Y/N)?
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
15/05/20	Y
03/07/20	Y
18/09/20	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%