

## 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
16/10/20	Y
20/11/20	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)?
Accountability Board	03/07/20	Y	18/09/20	Y	16/10/20	Y
Strategic Board	16/07/20	Y	04/09/20	Y	02/10/20	Y
SE	10/08/20	N	28/09/20	N		
KMEP	03/06/20	Y	23/09/20	N		
OSE	03/06/20	Y	23/09/20	N		
TES	30/07/20	Y	28/09/20	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	03/07/20	Y			18/09/20	Y	16/10/20	Y
Strategic Board	12/06/20	Y	16/07/20	Y	04/09/20	Y	02/10/20	Y
SE	08/06/20	N	10/08/20	N				
KMEP	03/06/20	Y						
OSE	03/06/20	Y						
TES	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)?
Accountability Board	03/07/20	Y			18/09/20	Y
Strategic Board	12/06/20	Y	16/07/20	Y	04/09/20	Y
SE	08/06/20	N	10/08/20	N		
KMEP	03/06/20	Y				
OSE	03/06/20	Y				
TES	08/06/20	Y	30/07/20	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%	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

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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	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
15/05/20	Y
03/07/20	Y
18/09/20	Y
16/10/20	Y
20/11/20	Y

<b>Date</b>	<b>Percentage of female board members (excluding co-opted)</b>
<b>24/05/19</b>	18%
<b>05/08/19</b>	21%
<b>28/01/20</b>	25%
<b>16/04/20</b>	35%