

Appendix 6 – Governance and Transparency Performance Measures

| Indicator | Target | Actual - Previous Meeting | Actual - Latest Meeting | Met (Y/N)? | Comments |
|--|---------|---------------------------|-------------------------|------------|----------|
| Is the Forward Plan of Decisions, including any associated business cases, published at least 28 days in advance of the meeting? | 28 days | | | | |
| Accountability Board - this is needed to ensure appropriate publication of funding decisions | | | | | |
| Strategic Board | | | | | |
| Federated Boards | | | | | |
| Are all papers published on the SELEP website 5 clear working days in advance of the meeting | 5 days | | | | |
| Accountability Board | | | | | |
| Strategic Board | | | | | |
| Federated Boards | | | | | |
| Are all draft minutes published within 10 clear working days following the meeting? | 10 days | | | | |
| Accountability Board | | | | | |
| Strategic Board | | | | | |
| Federated Boards | | | | | |
| Are final minutes published within 10 clear working days following approval? | 10 days | | | | |
| Accountability Board | | | | | |
| Strategic Board | | | | | |
| Federated Boards | | | | | |
| Are declarations of interest in place for all board members? | 100% | | | | |
| Accountability Board | | | | | |
| Strategic Board | | | | | |
| Federated Boards | | | | | |
| Are declarations of interest in place for relevant staff? | 100% | | | | |
| Are all interests declared and recorded in the meeting minutes with a note of any actions taken? | 100% | | | | |
| 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? | 100% | | | | |
| Publication of Business Cases 1 month in advance of funding decision | 100% | | | | |

The reporting on these measures will be included from the next Assurance Framework update to the Board.