

Registers of Scotland

RoS Board

18 February 2020

RoS Framework Document revision

Purpose

1. To seek RoS Board approval of a revised RoS Framework Document to reflect the changes required following the reclassification of RoS by the Office of National Statistics.
2. RoS Board are invited to consider and approve the proposed draft amendments to the Framework Document.
3. RoS Board are invited to consider if there are any further additions which they recommend be included in the revised RoS Framework Document.

Recommendation

4. It is recommended that the RoS Board agree the terms of the revised RoS Framework Document shown as tracked changes in the attached document.
5. It is recommended that the RoS Board agree that the Keeper thereafter write formally with a draft of the revised Framework Document to the Lord President, Scottish Government Public Bodies Unit, Scottish Government Finance and DGODO, inviting any comments, before submitting the final draft to the Minister for approval.

Background

6. It is common practice for agencies and non-ministerial offices to agree a Framework Document with Scottish Ministers and to publish it on their website. Framework Documents are the 'constitution' of the body and set out roles and responsibilities of the relevant parties. They should be reviewed every three years or when a significant event occurs.
7. The Framework Document which currently exists was last reviewed in July 2018 in line with the triennial review and minor changes were made to reflect new and updated legislative requirements.
8. RoS re-classification by the Office of National Statistics is a significant event which requires the Framework Document to be reviewed.
9. The review also provides an opportunity to update the Framework Document in respect of areas which may be out of date.
10. Senior Management Team members have been consulted and have reviewed the document for their respective areas of interest.

11. The attached document provides the revised Framework Document, showing the proposed amendments as tracked changes.

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12. The revisions to the Framework Document, shown by tracked changes in the attached document, relate in the main, to the change in circumstances to RoS financial position as result of the reclassification by the Office of National Statistics.

13. Revisions have also been made to take account of the current relevant Scottish Government guidance and legislation, and to mirror the language used in our latest Corporate Plan and RoS Board terms of reference.

Conclusion

14. To reflect the change in RoS circumstances following the reclassification of RoS by the Office of National Statistics it is recommended that the RoS Board agree the terms of the revised RoS Framework Document shown as tracked changes in the attached document.

15. As the circumstances for change are more significant this time than the triennial review, it is proposed that the Keeper write formally with a draft of the revised Framework Document to the Lord President, Scottish Government Public Bodies Unit, Scottish Government Finance and DGODO, inviting any comments, before submitting the final draft to the Minister for approval.

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