Please note as part of the transparency project job titles and initials have been added to the action log in place of personal data

RoSBrd2021/03/14

Number	Meeting Code	Raised At	Director	Owners Job Title	Ref:	Action	Due Date	Update	Status
3872	RoSBrd - 18/06/2019	Board	JH	Keeper	JH	Keeper to consider piloting an all staff catch up engagement session with NXDs.	Nov-20	15/02 – will continue to consider NXD involvement in colleague engagement sessions with our comms colleagues and will reach out to NXDs as and when appropriate. Propose to Close.	Open
4563	RoSBrd - 18/19/08/2020	Board	JH	Keeper	JH	Long term estates and workforce planning strategy to be added to an appropriate future Board agenda.	2021	15/02 – agenda items added to the Board agenda planner and will be brought to a future Board as and when appropriate. Propose to close.	Open
4645	RoSBrd - 09-10/11/2020	Board	JE	ARC Chair	AH	ARC Chair to consider an ARC deep dive into the opportunity risk around Customers and how RoS can interact further and ensure our interactions are providing maximum impact.	Mar-21	15/02 - ARC Chair has considered this with the Keeper and Accountable Officer. A deep dive in this area has been included in the ARC's work planning for 2021/22. The precise timing of this deep dive will be dependent on emerging business priorities Propose to close.	Open
4646	RoSBrd - 09-10/11/2020	Board	JE	Head of LRC	FMcK	Head of LRC to provide more detail from BIA around how the benefits of a completed land register have been considered.	Mar-21	01/03 - We continue to anticipate that the unlocking Sasines approach will allow us to reach functional completion for a lower cost whilst simultaneously realising the benefits of a completed land register, including answering the question of who own's Scotland more quickly. Work is underway to update the wider LRC functional completion cost estimates to reflect new ways of working on what we now plan to deliver. This is happening alongside the continued activity to conclude the unlocking Sasines proof of concept with an investment case anticipated to be presented in Q1 of next year. . Propose to close.	Open
4647	RoSBrd - 09-10/11/2020	Board	JE	Accountable Officer	JE	Accountable Officer to work with the productivity workstream to create a visual demonstrating the bridge of issues pre and post Covid that are having an effect on productivity.	Mar-21	17/02 - Productivity paper on the Board agenda, which demonstrates the bridge of issues. Propose to Close.	Open
4648	RoSBrd - 09-10/11/2020	Board	CK	Head of Registration	SS	Head of Registration to provide a visual representation of Annex A (progression towards the 90% target) in order to highlight what resource is focussing on what aspect of the arrear.	Jun-21	01/03 - In the shortrun (up until end of March 21) teams are being flexed across both the new cases and the arrear to meet the 2017 target and the upfont 65% in 35 days KPI. Into FY 21/22 we expect the approach to stabilise so that teams/squads are routinely focussed on either (1) upfront work or (2) arrear work. At that point it will allow us to ringfence the arrear and report unit cost on arrear cases separately from unit cost on new upfront cases. This will better demonstrate to the Board the financial (and other) benefits of improvements made to the front end process (and technology etc). We need some time to bed that approach in, post March, before reporting on it and will do so at a future board meeting. Remain Open.	Open
4649	RoSBrd - 09-10/11/2020	Board	JE	Chief Finance Officer	HB	Chief Finance Officer to look into travel costs for 2020 and report back to the Board on what these are for.	Mar-21	16/02 - A short paper on travel is being prepared by the finance team and will be provided to the Board at the March meeting. Propose to close.	Open
4650	RoSBrd - 09-10/11/2020	Board	JE	Chief Finance Officer	HB	Chief Finance Officer to prepare a breakdown of types of spend aligned to the strategic objective or statutory duty they are delivering and the level of discretionary spend available in advance of the Corporate Plan workshop.	Mar-21	16/02 - this was circulated as part of the pre reading for the corproate plan workshop. Propose to close.	Open
4651	RoSBrd - 09-10/11/2020	Board	BH	Enterprise Risk Manager	CI	Enterprise Risk Manager to update the Risk Management Policy to emphasise that everyone has a responsibility for risk and work with comms to consider how to raise awareness of this further.	Mar-21	Update 11/2/21 - Policy agreed and to be published as a mandatory read on RoSnet drawing attention to updates. Have also prepared an 'Introduction to Risk' presentation linking to the policy which ERM will deliver over the coming months. Propose to close	Open
4652	RoSBrd - 09-10/11/2020	Board	JE	ARC Chair / ARC Secretary	AH/JM	ARC Secretary to work with the Head of IT Service to ensure Pen tests are reported to ARC as other means of assurance.	Mar-21	15/02- Pen tests will now be reported to ARC as they are concluded. The most recent Pen test for the Crofting Register is on the February ARC agenda as a paper for noting. Propose to close.	Open
4653	RoSBrd - 09-10/11/2020	Board	JH	Head of Secretariat	LW	Head of Secretariat to share the MBH COVID layout video with NXDs for interest.	Mar-21	17/12 - COVID layout video shared with NEDs following the meeting. Propose to close.	Open