

Registers of Scotland

RoS Board

10 December 2024

2025 Board Agenda Planner

Purpose

1. To share the draft Board agenda planner for 2025 with Board members.

Recommendation

2. The Board are invited to note this update.

Background

3. The Keeper presented the Board effectiveness review results paper at the September Board meeting. The paper outlined proposed areas for Board focus in the upcoming year, which have been included in the draft Board agenda planners found in Annex A.

4. It should be noted that the agenda planners are draft at this time and subject to change throughout the year to suit business needs.

Conclusion

5. The Board are invited to note the draft agenda planners for 2025.

Keeper of the Registers of Scotland
25 November 2024

March 2025

KEY
Standing Agenda item for all Board Meetings
Standing Agenda item for this Quarterly Board meeting
Strategic Updates to consider

Item
Introduction, apologies and declaration of interests
Agenda Items to be Taken in Private
Minutes of Previous Meeting
Action Log Review
Board Performance Monitoring by exception
KRR By Exception
- Annual Risk Management Policy Review (for noting)
Audit and Risk Committee Update
Open Board Discussion
- Jennifer to consider any PSR updates
CSPS Action Planning
Corporate Delivery Plan Year 4 Final Review and Sign-off
Transparency Review
NXD Private 1:1 with DG
NXD Private 1:1 with PCS
NXD Private 1:1 with Keeper (annual review collective discussion)
Financial Delegations
Annual Risk Management Policy
Consider any backbriefs from previous meeting
Governance Risk Discussion Tracker
Items to be Delegated to ARC
Board Observer Feedback
Lunch Showcase
Financial Strategy
TOM 2030 for Endorsement
Estates Strategy
Board Skills Matrix Results
People Focus for the Year Ahead - critical path (incl. IIP results & CSPS action planning)
Board Diversity Results
DDAT Pay Framework Final Update (ahead of implementation)
AI Update
Strategic Contract Approach

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Minutes of Previous Meeting
Action Log Review
Board Performance Monitoring by exception
KRR By Exception
Audit and Risk Committee Update
Open Board Discussion - Jennifer to consider any PSR updates
Annual Reports and Accounts Update
Health & Safety Annual Report
Annual Compensation Update & Fraud Reporting
Customer Satisfaction Results
Board Effectiveness Review Proposal
Consider any backbriefs from previous meeting
Governance Risk Discussion Tracker
Items to be Delegated to ARC
Board Observer Feedback
Lunch Showcase
Corporate plan (2027-2032) Planning Update

September 2025

KEY
Standing Agenda item for all Board Meetings
Standing Agenda item for this Quarterly Board meeting
Strategic Updates to consider

Item
Introduction, apologies and declaration of interests
Agenda Items to be Taken in Private
Minutes of Previous Meeting
Action Log Review
Board Performance Monitoring by exception:
KRR By Exception
Audit and Risk Committee Quarterly Update
Open Board Discussion
- Jennifer to consider any PSR updates
Audit and Risk Committee Annual Report
Deloitte Update
- 2024-25 Draft Annual Audit Report
Annual Report and Accounts 2024/25
Annual Diversity and Inclusion Update
Board Effectiveness Pulse Survey Results
Corporate Plan / Delivery Plan Year 5 Update
Board Annual Terms of Reference Updates
Consider any backbriefs from previous meeting
Governance Risk Discussion Tracker
Items to be Delegated to ARC
Board Observer Feedback
Lunch Showcase
Corporate plan (2027-2032) Development of SO's Workshop
Business Development Workshop
Brand Architecture Paper
Dec board paper on potential structural changes needed to support commercial BD
Reflections from departing NXDs

December 2025

KEY
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Standing Agenda item for this Quarterly Board meeting
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Item
Introduction, apologies and declaration of interests
Agenda Items to be Taken in Private
Minutes of Previous Meeting
Action Log Review
Board Performance Monitoring by exception
KRR By Exception
Audit and Risk Committee Update
Open Board Discussion - Jennifer to consider any PSR updates
Corporate Plan - Delivery Plan Year 5
CSPS Results - First Look
Procurement Annual Report
Customer Satisfaction Results
2026 Board Dates
Consider any backbriefs from previous meeting
Governance Risk Discussion Tracker
Items to be Delegated to ARC
Board Observer Feedback
Lunch Showcase