

Registers of Scotland

RoS Board

12 September 2023

Board Terms of Reference Annual Review

Purpose

1. To complete the scheduled annual review of the Board Terms of Reference (ToR) and consider the proposed updates.
2. To advise the Board that a further revision of the ToR will be tabled at an upcoming meeting of the group, following implementation of the revised EMT structure, and related considerations on Board membership.

Recommendation

3. The Board are invited to provide any feedback to the proposed ToR ahead of approving.

Summary Analysis

4. Following feedback from the recent Board Effectiveness Pulse Survey, and comments in session surrounding the Boards preference for in person meetings, EMT have agreed that Board meetings will be held fully in person going forward, with any digital attendance considered by exception only, requiring prior authorisation from the Chair - this is reflected in the revised draft.
5. Further updates to the ToR (shown in track changes) are largely cosmetic.

Further ToR Review

6. Following implementation of the revised EMT restructure, the Keeper will consider whether to formally invite any of the new EMT appointees to join the Board and will seek NXD views at the appropriate time, after which, the ToR will return to the Board for further revision approval.

Conclusion

7. The Board are invited to discuss and approve the updated Board Terms of Reference as drafted.

Keeper and Chief Executive
01 September 2023