

## RoS Board 12 & 13 September 2023

### Agenda Day 1

**Date:** 12 September 2023  
**Venue:** Meadowbank house, Edinburgh  
**Time:** 0930 – 1630hrs

*Apologies – Deloitte Audit Director (Deloitte Manager deputising), Keeper (Day 2)*  
*Board Observer – Non-Executive Director (AH)*

No	Time	Item	Presenter	Board Focus	Paper
1.	0930 -	Introduction, apologies, and declaration of interests	Keeper	N/A	<i>Verbal</i>
2.		Agenda items to be taken in Private	Keeper	N/A	<i>RoSBrd2023/03/01</i>
3.	1000	Minutes of June 2023 Board	Keeper	N/A	<i>RoSBrd2023/03/02</i>
4.		Action Log Review	Keeper	N/A	<i>RoSBrd2023/03/03</i>
<b>ANNUAL AUDIT UPDATES</b>					
5.	1000	Audit and Risk Committee Annual Report	ARC Chair	Awareness	<i>RoSBrd2023/03/04</i>
6.	1020	Deloitte Update ➤ 2022-23 Annual Audit Report Covering Letter	Deloitte Manager	Awareness	<i>RoSBrd2023/03/05</i>
<b>BOARD ENDORSEMENT OF KEY DOCUMENTS</b>					
7.	1050	Annual Report and Accounts 2022/23 Final	Registration and Policy Director and Interim AO Chief Finance Officer	Awareness	<i>RoSBrd2023/03/06</i> <i>See separate pack for final ARA copy</i>
8.	1100	Audit and Risk Committee Quarterly Update	ARC Chair	Awareness	<i>RoSBrd2023/03/08</i>
9.	<b>1115 - 1130</b>	<b>BREAK (and ARA signing)</b>			

<b>PERFORMANCE MONITORING</b>					
10.	1130	Stretch Plan Reporting	Registration and Policy Director and Interim AO Business Development Director Chief Data Officer Head of Registration Domain Architect	Bring specific expertise to discussions/ Provide an external perspective on RoS' work	<i>RoSBrd2023/03/09</i>
11.	1215	Board Performance Monitoring (against year 2 delivery plan) by exception	Registration and Policy Director and Interim AO Senior Benefits Analys	Bring specific expertise to discussions/ Provide an external perspective on RoS' work	<i>RoSBrd2023/03/10</i>
12.	1240	KRR by Exception	Head of Risk and Information Governance Head of Enterprise Risk Management	Bring Specific Expertise/ Constructive challenge	<i>RoSBrd2023/03/11</i>
13.	<b>1300 – 1430</b>	<b>LUNCH</b>			
<b>STRATEGY SETTING</b>					
14.	1430	Principles of Financial Strategy	Registration and Policy Director and Interim AO Chief Finance Officer	Bring Specific Expertise/ Constructive challenge	<i>RoSBrd2023/03/12</i>
15.	1515	Early discussion on options to resolve affordability issues over next 2 years	Keeper Registration and Policy Director and Interim AO	Bring Specific Expertise	<i>RoSBrd2023/03/13Presentation</i>
16.	<b>1545</b>	<b>BREAK</b>			
<b>BOARD EFFECTIVENESS</b>					
17.	1600	Board Effectiveness Pulse Survey Results	Keeper	Bring Specific Expertise	<i>RoSBrd2023/03/14</i>

18.	1615	Board Terms of Reference	Keeper	Bring Specific Expertise	<i>RoSBrd2023/03/15</i>
<b>PAPERS FOR NOTING</b>					
19.	1630	<b>Papers for Noting:</b> <ul style="list-style-type: none"> <li>• Governance Risk Discussion Tracker</li> <li>• We Invest in Wellbeing Assessment Report</li> <li>• Risk Appetite Approach as part of ERM Framework</li> <li>• ARC ToR</li> </ul>	Keeper	Awareness	<i>RoSBrd2023/03/16</i> <i>RoSBrd2023/03/17</i> <i>RoSBrd2023/03/18</i> <i>RoSBrd2023/03/19</i>
20.	1645	Items to be delegated to ARC	Keeper	N/A	<i>Verbal</i>
21.	1655	Board Observer Feedback	ARC Chair	N/A	<i>Verbal</i>
22.	1705	Update on EMT Recruitment	Keeper	N/A	<i>Verbal</i>
23.	1715	Close (Working Dinner to Follow)	Keeper	N/A	<i>Verbal</i>

## RoS Board

### Agenda Day 2

**Date:** 13 September 2023  
**Venue:** Meadowbank house, Edinburgh  
**Time:** 0900 - 1500hrs

*Apologies – Keeper*

No	Time	Item	Presenter	Board Focus	Paper
24.	0900	NXD Private 1:1 with PCS	PCS Deputy Branch Chair	N/A	N/A

			PCS Representative		
25.	1000	Open Board Discussion	N/A	N/A	N/A
26.	1100	<b>BREAK</b>			
<b>LOOKING AHEAD TO FY24-25 – ENABLERS TO THE STRETCH PLAN</b>					
27.	1115	Digital Showcase (including the potential of AI for RoS)	Corporate Director Head of IT Enablement Domain Architect Head of Cyber Security Head of IT Development	Bring specific expertise to discussions/ Provide an external perspective on RoS' work	<i>RoSBrd2023/03/20 Presentation</i>
28.	1245	LUNCH			
29.	1330	External Factors for 24/25	Head of Risk and Information Governance	Bring specific expertise to discussions/ Provide an external perspective on RoS' work/Offer advice on prioritisation of deliverables.	<i>RoSBrd2023/03/21 Presentation Workshop</i>
30.		Other enablers to the stretch plan – identifying what we need to prioritise delivering in FY 24/25	Business Development Director Head of Corporate Communications Corporate Director Registration and Policy Director and Interim AO		
31.	1500	Close	Registration and Policy Director and Interim AO	N/A	<i>Verbal</i>

**Date of next Board meeting**

Meeting: RoS Board

Date/Time: 12 December 2023, 0900-1700hrs

Location: St Vincent Plaza, Glasgow

Paper Deadline: 1000hrs, 28 November 2023