



**The Supreme Court of the United Kingdom
Management Board**

Minutes of the meeting held on 30th September 2021

Attending: Vicky Fox - Chief Executive Officer (Chair)
Kathryn Cearns (Non-Executive Board Member)
Tim Slater (Non-Executive Board Member)
Sam Clark - Director of Corporate Services
Louise di Mambro - Registrar
Chris Maile - Head of Human Resources
Sanjeet Bhumber - Finance Director
Janet Coull – Trisic - Co-Head of Communications
Ian Sewell - Deputy Registrar

Agenda items 7 - Chief Case Manager and the Library team - Agenda item 8

Agenda item 1. Apologies for absence.

1.1 The Head of ICT and Building Services, Paul Brigland, sent his apologies. No other apologies received.

Agenda item 2. Declaration of conflicts of interests.

2.1 No declaration of conflicts of interests were received.

Agenda item 3. Approval of the minutes of the meetings of 28th July 2021 and Action Log.

3.1 The minutes were approved.

3.2 Progress against each of the actions was noted.

Agenda item 4. Management Information Dashboard 2021

4.1 The Board noted the contents of the dashboards and discussed the latest headcount and vacancies filled, and reduced sickness levels.

Agenda item 5. Business Area Performance Report

5.1 The Board thanked the Director of Corporate Services for the report and the paper provided by Finance. The Board discussed the latest finance update, preparations for the Michaelmas term, health and safety policy updates.

5.2 The Board discussed the paper from the Registrar including the updates from the summer, and the latest in processes, recruitment, and format of updates to the Board.

Agenda item 6. Risk Register 2021-22

6.1 The Board examined the latest on Risk Register talking through the highest and lowest risk of exposure and the latest movement on risks.

Agenda item 7 and 8. Outcome Delivery Plans

7.1 The Board welcomed the Chief Case Manager who gave an overview of the Registry Outcome delivery plan, which focused on improvement of the systems, tidying up the Registry and supporting engagement with Bridging the Bar.

7.2 The Board welcomed the Librarian and Assistant Librarian who gave an overview of the Library and Records Outcome delivery plan.

Agenda item 9. Information Management (IM) Policy.

8.1 The Board discussed the Information Management policy. Members of the Board was reminded of their roles and responsibilities in supporting the governance aspects of IM. The Board talked through the details of the policy and areas of focus for the organisation. The Board agreed the approach and approved the IM policy.

Agenda item 9. GDPR policy

9.1 The Board noted the update and the requirement to bring in external parties during the implementation stage for advice such as GIAA. The plan will be reviewed by the Data Protection Officer and there were discussions on implementation.

Date of next meeting: 22nd November 2021