



The Supreme Court of the United Kingdom

Management Board

Minutes of the meeting held on 22 November 2021

Attending: Sam Clark - Director of Corporate Services (Chair)
Kathryn Cearns (Non-Executive Director)
Tim Slater (Non-Executive Director)
Chris Maile - Head of Human Resources
Sanjeet Bhumber - Finance Director
Sophia Linehan Biggs - Co - Head of Communications

Personal Assistant to the Justices (Item 5 only)
Buildings and Contracts Manager (Items 8 and 9 only)
Seconded Staff Member (Item 8 only)
Senior Buildings Engineer (Item 8 only)

Agenda item 1. Apologies for absence.

1.1 Vicky Fox - Chief Executive Officer, Registrar, Janet Coull Trisic- Co- Head of Communications, Paul Brigland - Head of IT and Buildings and Ian Sewell - Deputy Registrar sent their apologies. No other apologies were received.

1.2. It was noted that, due to the level of unexpected absence, the meeting was not quorate (the threshold is four members of staff and two NEDs). As the quorum was not met, those present could only take limited procedural actions and were not able to take decisions, but any actions requiring decisions would be circulated to all other Board members out of Committee.

1.3. The Chair confirmed that this would have an impact on Agenda Item 9, the Health and Safety Policy, which was intended for discussion and decision. To ensure the policy could progress without unnecessary delay, Board Members not present will be consulted out of committee.

Agenda item 2. Declaration of conflicts of interests.

2.1. No declarations of conflicts of interests were noted.

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 and additional actions reflected on the Action log.

Agenda item 4. Management Information Dashboard and Performance 2021-22

4.1 The Board noted the contents of the dashboards and discussed staff vacancies, inductions, the latest on staff straining, and further updates from Heads of Teams.

Agenda item 5. Business Area Performance Reports

5.1 The Board thanked the Finance Director for the Corporate Services paper and noted the Finance update, the recent launch of Staff Engagement Survey, and discussions with staff over digital skills.

5.2 The Board welcomed a Personal Assistant to the Justices to present this Registrar's Report, in the absence of the Registrar and Deputy Registrar. The Board discussed the latest information noting that most UKSC cases had been in person.

Agenda item 6. Risk Register 2021-22

6.1 The Board noted the latest updates to the Risk Register including the highest risk of exposure and lowest risk exposure. There was a discussion on people and planning and preparation for the change programme.

7. Progress report against the Diversity and Inclusion Action Plan

7.1 The Board reviewed provided plan including reviewing the delivery for 2021-22 and talked through the focus for 2022-23. The Board discussed the positive initiative of the Bridging the Bar paid internship, and the D and I Pulse Survey that had recently been sent to staff.

Agenda item 8. Building Services and IT Outcome Delivery Plan

8.1. The Board welcomed the Buildings and Contract Manager, Senior Buildings Engineer and a Seconded Staff Member. The Board discussed the latest including the return to the building, business continuity planning and other buildings updates.

8.2. The Board noted the extensive work that has been done to date and how the information was presented, in particular the positive engagement and collaboration between teams. The Board recognised the work of the team.

Agenda item 9. Health and Safety Policy

9.1. The Board talked through the latest and the responsibilities of all staff members to enact the policy.

Agenda item 10. Oral update from the Remuneration Committee on 30th September 2021

10.1. The Board noted the update from the Chair of the Remuneration Committee following their last meeting.

Date of next meeting: 25 January 2022