



The Supreme Court of the United Kingdom
Management Board

Minutes of the meeting held on 3rd February 2021

Attending: Vicky Fox -Chief Executive Officer (Chair)
Kathryn Cearns (Non-Executive Director)
Tim Slater - (Non-Executive Director)
Sam Clark - Director of Corporate Services
Paul Brigland - Head of IT team and Building Services
Chris Maile - Head of Human Resources
Sanjeet Bhumber - Finance Director
Sophia Linehan-Briggs - Co - Head of Communications
Janet Coull Trisic - Co - Head of Communications
Ian Sewell - Deputy Registrar

Agenda item 1. Apologies for absence.

1.1 Apologies were received from Louise Di Mambro - Registrar and the Board Secretary.

Agenda item 2. Declaration of conflicts of interests.

2.1 No Declarations were received.

Agenda item 3. Approval of the minutes of the meetings of 24th November 2020 and Action Log.

3.1 The minutes were approved.

3.2 Progress against each of the actions was considered and those closed, noted.

Agenda item 4. Management Information Dashboard.

4.1 The Board noted the contents of the dashboard, and case management paper. The Board discussed the impact of the COVID pandemic was uncertain and the Court continued to look at the impact it was having on cases. The level of sickness absence for December was discussed, however Board members were asked to ask line managers to look after the wellbeing of their staff and if they are unwell, despite being at home, they should not be working.

4.2 The Board were informed that a Data Analyst, from Ofsted had been seconded to the Court to support and develop the understanding of data and how that could be used to inform the Court's own Data Strategy. Key work had already commenced to understand what information the Court had, why and how it was used.

Agenda item 5. Risk Register.

- 5.1 The Board noted the risk register and cover paper. The Board discussed the highest and lowest risks of exposure. The Board reviewed the latest activity to mitigate the risks and next steps.

Agenda items 6 to 9: Finance, Press and Communications, Human Resources and Case Update

- 6-9.1 The Board discussed these items by exception having considered the papers in advance of the meeting. The Board talked through the latest on the Transformation Project, stakeholder mapping exercises and the latest from HR on diversity and inclusion.

Agenda item 10. IT and Cyber Security Update

- 10.1 The Board noted the contents of the IT and cyber security update and discussed the latest plans from the team. The Board also talked through next steps and the culture within the Court.

Agenda item 11. Audit and Risk Assurance Committee Update.

- 11.1 The Board heard the oral update provided by Kathryn. The Committee covered the latest financial position, the risk register, progress against Government Internal Audit Agency and National Audit Office recommendations, and the timetable for Annual Reports and Accounts.

Agenda item 12. Staff Engagement Survey.

- 12.1 The Board thanked the Head of Human Resources for his paper and reflected on the improvement in the overall engagement score from 73% in 2019 to 81% in 2020. The Board discussed the scores of the survey in detail, including identifying areas for improvement and next steps for engagement with staff.

Agenda item 13. Strategic Objectives and Business Plan 2021-22

- 13.1 The Board discussed the suggested Strategic Objectives for 2021-22 as well as the proposed next steps for the development of next year's business plan. There was a subsequent discussion on the purpose and vision of the court, a recap on workshops that had been held with staff, and forward planning.

Agenda item 14. Skills Audit

- 14.1 The paper outlined the findings of the skills audit undertaken last year and the recommended next steps were discussed. The Board talked through staff development, performance management, digital skills and softer skills, and engagement with staff.