

The Supreme Court of the United Kingdom Management Board

Minutes of the meeting held on 27 March 2012

Attending: Jenny Rowe (Chair)

William Arnold
Louise di Mambro
Sian Lewis
Olufemi Oguntunde
Martin Thompson
Chris Maile
Philip Robinson (Non-Executive Director)
Alex Jablonowski (Non-Executive Director)

Paul Brigland (Secretary)

1. Apologies for absence

1.1 No apologies were received.

2. Approval of minutes of the Management Board Meeting of 27 February 2012

2.1 The minutes were approved.

3. Matters arising not covered elsewhere on the agenda

3.1 The following points arising from the minutes of the February Management Board meeting were discussed

- 3.1 – The Board noted that JR had now spoken to MoJ and is considering further. The Board noted that this would need to be considered against the background of possible further reductions in public expenditure and that it was important to get agreement on this.

4. Scorecard report

- 4.1 The Board noted the monthly Scorecard report (paper MB12/13). Consideration was also given to item 12 (Recording visitor statistics).
- 4.2 The Board considered the composition of the scorecard and discussed if it was necessary to add or remove any areas. Consideration was given to recording performance against strategic objectives.
- 4.3 SL introduced paper MB12/18. The Board noted the decision to record the number of 'in time' requests for educational tours that were unable to be fulfilled. The Board welcomed this as a measure for monitoring what was important as part of the educational outreach strategic objective

Action point: PB to add the composition of the monthly scorecard to the agenda of the next Management Board workshop.

5. Finance and fees

- 5.1 The Board noted paper MB12/14. OO reported that expenditure was as expected; with a variance against the projected spend of less than 1%.
- 5.2 The Board noted that there was an expected underspend at the end of the financial year
- 5.3 The Board noted that the projection for the next financial year. The Board then discussed issues that may impact on future finances, including possible Spending Reviews and actions by the devolved administrations.

6. Communications update

- 6.1 The Board noted paper MB12/15. Visitor numbers levelled out in February, but this was expected. The number of visitors to the website had shown a sharp increase, in part due to interest in the Assange case, but was continuing to rise, as were numbers viewing the live stream broadcast on the SKY website.

- 6.2 The Board noted that, in addition to SKY and the website, the UKSC Twitter account was now active. Consideration was given to recording these items on the monthly scorecard as they were part of meeting our strategic objectives.

Action point: PB to include on agenda of the next Management Board workshop.

7. Human resources

- 7.1 The Board noted the following

- The Head of Communications was taking early retirement and the current Deputy Head of Communications had been successful in his application for the post. This meant that a replacement for the Deputy post would have to be recruited.
- The Finance Manager was also leaving and a recruitment exercise was underway to find a replacement. Temporary cover of the post had been arranged.
- The advertisement for the JA recruitment campaign had closed on Friday 23 March. 281 applications had been received. 98 had gone on to the long list and these will need to be sifted to produce a list of candidates to interview at the end of May.

- 7.2 A new operating model had been agreed with Shared Services and was now operational. CM reported that consideration was being given to options for the longer term provision of HR services

8. Parliamentary Questions and FOI

- 8.1 The Board noted that no PQs or FOI requests had been received in February.

9. Case update

9.1 This item was deferred.

10 Risk Register – Quarterly assessment

10.1 The Board noted paper MB12/16, and that an item had been added covering possible lift entrapment. The Board asked for an update on IT developments at the next Management Board meeting

10.2 The Board considered if any risks could be re-scored or removed, or if there were any that needed to be added. It was decided to give further consideration to this at the next Management Board workshop and following the Queen’s Speech in May.

Action point: PB to prepare paper on IT developments for the April Management Board meeting.

Action point: PB to include the Risk Register on agenda of the next Management Board workshop.

11. Judicial Committee of the Privy Council: Update on Recent Developments

11.1 The Board noted paper MB12/17. JR updated the Board on developments over the Baronetage Committee and possible developments over the Peerages Committee.

11.2 The Board discussed the future role of the JCPC. It was noted that a good and effective relationship had been established with the FCO and HMT in relation to the UKSC administration of the JCPC.

Action point: JR to circulate further paper after receiving comments from HMT

12 Recording visitor statistics

12.1 This item was considered with item 4

13. Any other business

13.1 JR updated the Board on the campaign to recruit the next President of the UKSC

13.2 The Board recorded its thanks for all the work done by SL and offered its best wishes for her retirement.

These minutes were approved by the Management Board on 23 April 2012.

UKSC
March 2012