

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

## **Minutes of the meeting held on 24 June 2013**

Attending: Jenny Rowe (Chair)

William Arnold  
Louise di Mambro  
Chris Maile  
Olufemi Oguntunde  
Martin Thompson  
Ben Wilson  
Alex Jablonowski (Non-Executive Director)

Paul Brigland (Secretary)

### **1. Apologies for absence**

1.1 Apologies were received from Philip Robinson.

### **2. Approval of minutes of the Management Board Meeting of 23 May 2013**

2.1 The minutes were agreed.

### **3. Matters arising from the last meeting not covered elsewhere on the agenda**

### **4. Scorecard Report**

4.1 The Board noted paper MB13/37. The Board also noted that the Scorecard would be considered in depth at the Workshop on the 26 July 2013.

### **5. Risk Register**

5.1 The Board considered paper MB13/38.

5.2 The Board noted the following points –

Risk 1 – the debate surrounding prisoner voting rights continued.

Risk 3 – the Internal Audit exercises were ongoing and expected to be completed by the end of the week.

Risk 12 – JR had sent an e-mail to the FCO. There had been press reports saying the PM of Dominica was considering leaving the JCPC.

Risk 15 – JR said this could be removed at the end of the consultation.

Risk 16 – this was being kept under review.

## **6. Finance and fees**

6.1 The Board considered paper MB13/39. The Board noted the following points –

- Expenditure in May had been as expected. We were 3% under the budget profiled for year to date.
- The expenditure on building maintenance was lower than had been profiled.
- The expenditure on the library was also slightly lower than anticipated.
- Income in May was down for the UKSC but higher than expected for the JCPC. This would be kept under review so that any necessary amendments to spending plans could be made if required.
- The MoJ contribution had been received in May

6.2 The Board noted HMT agreement was expected later this week on Spending Round figures for 2015/16, which would set out our budget settlement.

## **7. Communications update**

- 7.1 The Board noted paper MB13/40, and the following points
- There had been coverage of the UKSC JA scheme in the Times law supplement.
  - There had been good coverage of the Open Days.
  - There had been continued coverage of JCPC issues.
- 7.2 The Board noted that the number of visitors was up. This was partly due to the Open Day when we had received 1500 visitors. We had assessed how much revenue was generated in gift sales on the Open Day, and a profit of £300 had been made. There were more Open House weekends scheduled for the summer.
- 7.3 Educational visits continued to be popular.
- 7.4 The number of website visitors remained steady.
- 7.5 Lady Hale would not be giving any interviews in her capacity as Deputy President until the new Legal Year started, but the Press Association would be taking new pictures.

## **8. Human resources**

- 8.1 The Board noted the following points
- The new JAs would be coming in on 16 July to meet some Justices and staff. Lord Kerr had circulated details of their c.v.s to the other Justices.
  - There were currently no other vacancies, all posts being filled.
  - CM was looking at support and succession planning for the Registry.
  - We now had details of the new MoJ pay proposal. A Remuneration Committee was being formed to consider UKSC/JCPC pay in light of this. Terms of Reference and membership of the committee were being agreed and CM would report back to the next MB.
  - The new arrangements around UKSC/JCPC tax codes had been agreed with HMRC.

## **9. Parliamentary Questions and FOI**

- 9.1 PB reported that 1 FOI request had been received in May. There had been an ICO decision notice issued, which upheld our use of section 32 (court records). No PQs had been tabled.

## **10. Case update**

- 10.1 The Board noted that PTAs had been granted in four cases of interest – the cases related to the Scientologists, Police Records, the ‘right to die’ case and the Poundland case (DWP back to work scheme).

## **11. IT Update**

- 11.1 PB reported that the IT project continued as expected. Meetings with potential hosting suppliers had been arranged for 26 June and with potential end user device suppliers on 2 July.
- 11.2 Once these meetings had been held, it was anticipated that the suppliers would be appointed very quickly. This would be possible as all of the potential suppliers had been found via the G-Cloud store or the GPS framework, and the baseline commercial terms were already agreed.

## **12. Anti-harassment and bullying policy**

- 12.1 The Board noted paper MB13/42.
- 12.2 CM said that this new policy was designed to supplement the existing grievance and conduct policies and set out what behaviour was expected from justices, staff and contractors. It also set out what levels of services and behaviour we offer and expect from visitors.
- 12.3 The Board agreed paper MB13/42.

## **17. AOB**

17.1 MT updated the Board on the ongoing review of the catering contract, and possible future options.

These minutes were approved by the Management Board on 24 July 2013.

UKSC  
July 2013