

The Supreme Court of the United Kingdom

Management Board

Minutes of the meeting held on 26 January 2015

Attending: Jenny Rowe (Chair)

William Arnold

Louise di Mambro

Chris Maile

Olufemi Oguntunde

Ben Wilson

Alex Jablonowski (Non-Executive Director)

Kenneth Ludlam (Non-Executive Director)

Paul Brigland (Secretary)

1. Apologies for absence

Apologies were received from Martin Thompson.

2. Approval of the minutes of the meeting of 18 December 2014.

2.1 The minutes were approved.

3. Matters arising not covered elsewhere on the agenda

3.1 There were no matters arising.

4. Declaration of conflicts of interests

4.1 No declarations of conflicts of interest were made.

5. Monthly Information Dashboard

- 5.1 The Board noted the contents of paper MB15/01.
- 5.2 The section on the case statistics flagged red was due to two cases that had been held back as they were linked to other matters.
- 5.3 The Board considered the nature of the small number of complaints raised either by visitors or court users and noted that these had all been dealt with.

Risk Register

- 5.4 The Board noted paper MB15/02, and in particular the following points –

Risk 1 - There had been reports in the press that the Conservative draft British Bill of Rights was almost ready. This would need to be carefully reviewed once it had been published.

Risk 2 - The Smith Commission draft clauses had been made public in the previous week.

Risk 3 - JR and WA had an update meeting with the Wales Office. They had been informed of plans to publish details of the next steps in Welsh devolution on St David's Day. A key proposal would be to move to a Reserved Powers model in line with the position in Scotland.

Risk 4 - The security guidance for Justices and staff had been re-issued and a quick link to the guidance had been added to the front page on the intranet.

Risk 8 – Discussions with Needhams 1882 would be held later that week to set up the next BCP test.

Risk 10 – The Jamaican parliament had just finished debating the continued use of the JCPC. A vote was expected in three months' time, but the opposition party in Jamaica were still opposed to any change.

7. Finance and fees

7.1 The Board noted paper MB15/03 and the attached spreadsheets. The Board in particular noted the following points -

- Approval of the £100k budget exchange was expected later in January.
- Contributions from the jurisdictions had been received.
- Fee income continued to exceed the estimates.

7.2 The Board noted that there were still uncertainties about Repairs and FM expenditure. The Board noted that it would not be possible to complete the court room lighting enhancement project in the current financial year as had been planned. However, PB was looking at bringing forward the proposed Building Management System (BMS) project. The contractors were confident that this could be completed in the current financial year.

7.3 The Board noted annex B of the paper which set out the UKSC Trading Account figures. It was noted that all areas had shown an improvement. The Board recorded its thanks to the Communications and Front of House Teams who had done an excellent job of maximising the number of paid for tours booked.

7.4 The Board noted that a new Events & International Visits Manager had taken up post on 5 January 2015.

7.5 The Board noted the audit timetable that had been agreed leading up to the publication of the Annual Report & Accounts. The Audit Committee meeting to consider these in draft would probably be held on 21 May 2015.

8. Press and communications

8.1 The Board noted the contents of paper MB15/04, and the following points –

- Two Scottish cases, *The Greater Glasgow Health Board v Doogan* and *Moohan v the Lord Advocate*, had attracted considerable coverage in December.

- Lady Hale had given an interview to the Evening Standard and this had sparked considerable interest, in particular her comments on wearing veils in court, pre-nuptial agreements and no fault divorce. An interview with Frances Gibb of The Times was being arranged for March.
- 8.2 Visitor numbers for December were high, with the period between Christmas and New Year being especially busy. A large number of visitors came from Europe (especially France and Italy).
 - 8.3 The number of tours by educational groups for which it had not been possible to provide a guide (because these were fully booked) continued to be high, with 13 such groups visiting in December.
 - 8.4 The annual carol concert had been held in December and had raised £200 for Shelter.
 - 8.5 The number of visitors to the websites continued to be steady. It was noted that over 20% of such visitors now used a mobile device (mobile phone, tablet etc). BW said that at some stage over the next 18-24 months the websites would need to be re-designed and refreshed to make them compatible with small hand held devices.

9. Human Resources (including Staff Survey Results)

- 9.1 The Board noted the following points –
 - The 2015 JA recruitment campaign would commence later in the week. Work had been done with Hays Recruitment to update and improve the recruitment website and also make it compatible with mobile devices. The closing date for submitting applications was 30 March 2015.
 - Three recruitment companies had been invited to provide proposals to run the recruitment exercise for the Chief Executive post.
 - A Justices' PA vacancy was being temporarily covered by a Judges Clerk from the RCJ.
 - There were no other vacancies at present but the expected report by IA would lead to a review of the Registry structure.
 - Employment Law training for line managers had been arranged with ACAS for the first week in March

- 9.2 KL asked if, following the last meeting, the staff survey results had been posted on the intranet. CM confirmed that they had. The results would be discussed at the next All Staff meeting.

10. Parliamentary Questions and Freedom of Information

- 10.1 The Board noted that no FOI requests had been received in December and no PQs had been tabled.

11. Case update

- 11.1 Some of the Justices had commented on how busy the list for the current term was.
- 11.2 Coventry v Lawrence was expected to generate a lot of interest from the legal profession.

12. AOB

- 12.1 JR reported that the last meeting of the User Group had gone well.
- 12.2 PB circulated to Board members copies of the new H&S Handbook and the H&S Guide for Contractors. These would also be made available in electronic format via the intranet.
- 12.3 The Board agreed that a meeting of the Remuneration Committee should be arranged for immediately before the next Management Board meeting on Monday 23 February.

UKSC
January 2014