

The Supreme Court of the United Kingdom

Management Board

Minutes of the meeting held on 22 May 2014

Attending: Jenny Rowe (Chair)

William Arnold
Chris Maile
Olufemi Oguntunde
Martin Thompson
Ben Wilson
Alex Jablonowski (Non-Executive Director)
Philip Robinson (Non-Executive Director)

Paul Brigland (Secretary)

1. Apologies for absence

1.1 No apologies were received.

2. Approval of the minutes of the meeting of 28 April 2014.

2.1 The minutes were approved.

3. Matters arising not covered elsewhere on the agenda

3.1 JR updated the board on the publication of the Annual Report and Accounts. The Board noted that the late changes proposed by the NAO had been considered by the Audit Committee.

4. Declaration of conflicts of interests

4.1 No declarations of conflicts of interest were made.

5. Monthly dashboard

- 5.1 The Board noted the contents of paper MB14/26.
- 5.2 The Board noted that the dashboard had been amended to record the numbers of PTAs that had been received from litigants-in-person.

6. Risk Register

- 6.1 The Board noted paper MB14/27 and noted the following points –

Risk 1 - No change at present but this may be affected by the outcome of the European Parliament elections

Risk 2 - The score had increased.

Risk 3 - Work was ongoing to implement the recommendations arising from the penetration test done of the IT network.

Risk 5 - This risk would be updated once the report of the BC test with the judicial support team had been received from Chris Needham.

Risk 6 - The Board noted the problem that had been experienced with the new mobile phones being disconnected. PB reported on the measures that had been put in place to ensure this did not re-occur.

Risk 9 - The Board noted that this risk might be affected by the programme outlined in The Queens speech. The situation in Scotland was being kept under review in the run up to the referendum.

Risk 11 - This risk would be updated in June/July once the transfer of data from the old CMS was completed.

Risk 13 - The third reference case had been heard in the preceding week. Judgment was still awaited for the second reference case. The Board discussed the arrangements for dealing with any reference cases that arose in the run up to the referendum during the summer recess.

Risk 14 - This risk was slowly reducing.

Risk 15 - This remained a live issue and was being carefully monitored. JR would be putting a paper up for consideration at the next Justices meeting.

7. Finance and fees

7.1 The Board noted paper MB14/28 and in particular the following points -

- The paper reflected the first month of the new financial year. There had been a higher than expected level of income during April for both the UKSC and the JCPC.
- Contributions for the first quarter had been received from all the jurisdictions.
- OO asked that all colleagues consider their budgets for the current financial year very carefully. A decision would need to be taken on how much money could be allocated to cover the cost of building repairs and maintenance.
- £100k had been kept in reserve under the administrative costs heading.
- Discussions were ongoing with the NAO with a view to increasing the capital expenditure budget.
- PR said that every effort should be made to increase the income from the Wider Markets Initiative as this provided a buffer.
- The Board noted that certain maintenance was essential and if not undertaken would lead to some building issues

worsening and an increase in the future cost to correct them.

- 7.2 The Board noted that the Annual Report and Accounts had not yet been laid as Parliament had prorogued early. The Annual Report and Accounts would now be laid in June when Parliament resumed.

8. Press and communications

- 8.1 The Board noted the contents of paper MB14/29, and the following points -

- Lady Hale had recorded a podcast interview with the Daily Telegraph which had also led to some news coverage.
- A lot of preparatory work had gone into the Radio 5 Live broadcast on 1 May. The broadcast had received some excellent feedback.
- It had been the busiest month for moot finals. They had all gone well but BW would be reviewing our approach to ensure the procedures were as efficient as possible.
- The Museums at Night event had been very successful with all tickets being taken up. A fuller report would be given to the June MB meeting.
- Obtaining accurate statistics for website visitors continued to be problematic. We were awaiting the issue of a new SSL certificate that would then allow a change in IP address. It was hoped this would go some way to resolving the issue.

- 8.2 BW reported that work was underway around the Video on Demand (VOD) project. A pilot would be run to make recordings of cases available via the websites. It would be made clear that this was a pilot initiative and subject to budgetary constraints.

- 8.3 PB reported that free Wi-Fi access had been made available to all court users and that this was supported by the provision of fibre

optic broad band and an increase in the internet provision coming into the Court.

- 8.4 PR and AJ said that these were very good news stories and we should ensure that they received appropriate press coverage.

9. Human Resources

9.1 The Board noted the following points –

- The new Communications & Outreach Manager took up post in April.
- Interviews would soon be held for the Finance Manager post.
- Interviews of applicants for the Non-Executive Director post had taken place. 2 had been selected. One, Kenneth Ludlum, would take start in July 2014 as a replacement for PR. The other would take up post in 2015 as a replacement for AJ.
- The JA interviews had been completed on 19-21 May. 7 had been offered appointments. The gender split was 4 female, 3 male. One was from an ethnic minority background. However, none was from Scotland. The Board discussed whether a future requirement should be that at least one JA should be competent in Scottish law. The Board noted that the calibre of applicants had been very high and that this year's appointees would commence on 1 September, which was earlier than in previous years.
- The Team Challenge event had been held on 9 May and had been a success. CM had received positive feedback from staff.
- CM updated the Board on the ongoing data cleansing exercise that needed to be completed. Priority had been given to ensuring the accuracy of records for the 6 members of staff born between April 1962 and October 1965 as they would be affected by the pensions options exercise.

10. Parliamentary Questions and Freedom of Information

10.1 The Board noted that 9 FOI requests had been received in April, although 5 had been from the same requestor. No PQs had been received.

11. Case update

11.1 The Prince of Wales correspondence case was now listed for November.

11.2 The judgment in the Assisted Suicide case was expected in June. Frances Gibb had written an article entitled 'Top Court splits on the right to die'. It was thought that this was speculative and based on the time taken to deliver judgment.

11.2 Cases were now being listed for 2015.

12. Accommodation Report

12.1 The Board noted the contents of paper MB14/30.

12.2 The Board noted the list of proposed projects and their associated costs.

12.3 In particular the Board noted that there would need to be a decision taken as to which of the two main proposals would be undertaken - the replacement of carpets in heavy traffic areas or the external redecoration of the building.

13. AOB

13.1 JR said that a paper on a Review of Fees would be put up for consideration at the June meeting.

UKSC
June 2014