

The Supreme Court of the United Kingdom Management Board

Minutes of the meeting held on 25 March 2013

Attending: Jenny Rowe (Chair)

William Arnold

Chris Maile

Louise di Mambro

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 minutes of the Management Board Meeting of 25 February 2013

2.1 The minutes were agreed, subject to two minor amendments.

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

3.1 The clause of the Crime and Courts Bill before Parliament amending the appointment process for the Chief Executive had been passed by the House of Commons and was due for consideration by the Lords on 26 March.

3.2 MT had spoken to the contract manager responsible for the lift refurbishment programme and he would be speaking to the

Contractor about the problems with the refurbished lifts. MT pointed out that it was usual to allow a 6 month bedding down period for any new lifts to allow for any problems to be rectified. The Board noted that work on the goods lift was due to be completed shortly.

4. Risk Register – Formal Quarterly review

4.1 The Board considered paper MB13/16 and noted the following points –

Risk 1 – needed to be amended to include prisoner voting and Human Rights. There was discussion around the impact of a withdrawal, albeit unlikely, from the ECHR. It was noted that this would depend on a UK Bill of Rights or other HR legislation. There was also the existing body of ECHR case law to take into consideration.

Risk 2 – nothing was added to this risk. The Board noted that a date of 18 September 2014 had been set for the referendum.

Risk 3 – The Board noted that the UKSC would not now hold any sittings in Edinburgh before the referendum was held.

Risk 4 – The Board noted that the on-line IA training was being provided by Civil Service Learning following the closure of the National School of Government. It was also noted that the risk would need to be reconsidered following the recent assessment by Business Information Assurance that set our overall security level in the IL0-2 bracket.

Risk 6 – no change at present.

Risk 7 – The Board noted that the work on the new Access Control System was due to be completed in the first week of April.

Risk 8 – no change at present.

Risk 9 – it was agreed that this should stay on the Register until the 6 months bedding down period for the new lifts had been completed.

Risk 10 – no change at present.

Risk 11 – the new JCPC fees regime was due to commence in April 2013 and this risk would need to be kept under review to assess the impact of this change.

Risk 12 - no change at present.

Risk 13 - no change at present.

Risk 14 – JR would be re-drafting this for consideration at the April MB meeting.

5. Scorecard Report

- 5.1 The Board considered paper MB13/17. It was agreed that the Scorecard should be given in-depth consideration at the next MB Workshop in July.

Action point: PB to arrange MB Workshop in July and add the Scorecard to the agenda (to include monthly monitoring of management performance).

6. Finance and fees

- 6.1 The Board considered paper MB13/18. The Board noted the following points –

- Expenditure was as predicted and on course, with the underspend predicted to be around £350k.
- Contributions have been fixed for the next two financial years which would make planning easier.
- The budget for 2013/14 and 2014/15 had been reduced by 1% in each year in line with the rest of central government.
- We were on schedule to lay the Annual Report and Accounts on time. The Board noted that the auditors were due to commence work on 15 April and the next Audit Committee meeting was on 3 May.

7. Communications update

- 7.1 The Board noted paper MB13/19.
- 7.2 The Board noted that there had been limited coverage of the O'Brien case. The only other case of note related to the DWP back to work scheme. Emergency legislation had been brought forward in the previous week to reverse the decision in the Court of Appeal.
- 7.3 Lady Hale's comments on the lack of female Justices had not led to much adverse comment when the appointment of the new Justices had been announced.
- 7.4 Lord Neuberger had undertaken a range of interviews which had generated some good and positive coverage.

8. Human resources

- 8.1 The Board noted the following points
- There had been 560 applications received for the front of house vacancy. 8 people had been shortlisted for interview in early April.
 - Short term support had been arranged for Registry
 - The JA campaign was due to close shortly. To date over 200 people had started the on-line application process. CM said that he would be keeping a close eye on the diversity statistics throughout the process.
 - CM was keeping the issues of civil service reform and the pay strategy under review. We were still awaiting the response from the MoJ.
 - Discussion had been taking place with HMRC over the high security surrounding UKSC staff tax records as this was considered to be excessive.

9. Parliamentary Questions and FOI

- 9.1 PB reported that 3 FOI requests had been received in February. No PQs had been tabled.

10. Case update

10.1 The list for Trinity term had not been published but was close to being finalised now that the start date for the new Justices was known.

11. Business Plan 2013-14

11.1 The MoJ and NI Court Service had said they were content with the Business Plan. Nothing had been heard from Scotland by the date for reply, so we were able to assume they were content also. AJ and PR confirmed they were happy with the plan as drafted.

12. Visit to Wales

12.1 JR gave an oral update on the recent visit to Wales. She had accompanied Lord Neuberger and Lord Hope to Cardiff where they had meetings with the Presiding Officer of the Welsh Assembly, the First Minister and the Counsel General.

12.2 Other areas of discussion had touched on the possibility of there being between 70-80 pieces of Welsh legislation in force by 2014.

13. AOB

13.1 The Board noted that two of the new Justices would be sworn in on 9 April.

13.2 The Board noted that the complaints procedure had been amended and the new version was available via the website.

13.3 The Board noted that there had been some confusion within the MoJ over the end date of the FM contract. It had been suggested that it might terminate earlier than originally expected. MT reported that we

had brought forward the start date of the UKSC contract to 1 April 2013 as a consequence.

- 13.4 PB gave a brief update on the IT project and explained that discussions were due to commence with the GPS and GovStore about drawing up a long list of potential suppliers.
- 13.5 BW gave a brief update on progress with the Centenary Exhibition planned for the summer.
- 13.6 The Board noted that the competition to select a new Deputy President would be launched after Easter.

These minutes were approved by the Management Board on XX April 2013.

UKSC
April 2013