

The Supreme Court of the United Kingdom

Management Board

Minutes of the meeting held on 20 April 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 30 March 2015.

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 MB15/18.

- 5.2 KL asked for clarification of the figures shown for the number of sitting days. LdiM explained that some Mondays had been kept clear at the request of the Justices. The Board also noted that the figures for the previous year had been high and this year had reverted to what would normally be expected.
- 5.3 LdiM explained that the figure would also be affected by the number of applications granted, availability of Counsel and that a number of factors influenced the number of cases heard per term and per year.

6. Risk Register

- 6.1 The Board considered paper MB15/19. It was noted that a number of risks were unchanged and would remain so until after the General Election. JR had reviewed the various election manifestos
- 6.2 The following points were noted -

Risk 3 – would become clearer following the outcome of the General Election. A number of manifestos contained a commitment to implement the recommendations of the Smith Commission and to allow further devolution for Wales.

Risk 4 – Events were being held over the weekend of 8th -10th May to mark the 70th anniversary of VE Day in and around Whitehall, and it was expected this would lead to a higher than usual number of members of the public in the area.

Risk 7 – the Board noted that the first annual review of the Risk Management Assessment Documentation Sets (RMADS) would commence in April prior to the annual security return to Cabinet Office.

Risk 10 –The Jamaican parliament was due to consider the issue of using the JCPC in the following week.

Risk 11 – the statistics recording the number of litigants in person attempting to bring cases to the UKSC showed that the number continued to increase.

Risk 13 – OO had met with HMT the previous week in preparation

Risk 14 – the fees review was ongoing.

7. Finance and fees

7.1 The Board noted paper MB15/20 and the attached spreadsheets (annex A and B). The Board noted the following points -

- Auditors were currently on site, but no surprise findings were anticipated.
- Following the appointment of a new Events Co-Ordinator, the income from the WMI had increased and was expected to continue doing so.

7.2 The Board discussed possible events that might generate additional income. BW said that any event had to take into account potential extra costs for staffing, security etc.

8. Press and communications

8.1 The Board noted the contents of paper MB15/21, and the following points –

- Media coverage in March had been busy. A number of high profile cases (Evans v Attorney-General, Wyatt v Vince, Housing Benefit cap and medical negligence cases) had attracted significant coverage.
- A Sunday Times leader had covered the issue of a register of judicial interests. JR pointed out that the issue was being debated in Scotland and that we would need to look at any proposals that might emerge there.

8.2 Visitor numbers for 2014-15 were higher than for the previous year. The Court had attracted over 100,000 visitors.

8.3 The number of visitors to the websites had also increased. Numbers were being accurately recorded following the resolution of the coding issue.

8.4 The video on demand service would be launched in May.

9. Human Resources

9.1 The Board noted the following points –

- The 2015 JA recruitment campaign had attracted 91 applicants. This was lower than previous years, but the quality of applicants was good. Lord Kerr was doing the initial sift, with a second sift being done the following week. Interviews were scheduled for the first week in June.
- The campaign to recruit a new Chief Executive had closed and had resulted in 41 applicants. Interviews were scheduled for 5 June.
- Training for line managers covering performance management had resulted in more consistent annual reports, which were evidence based. Staff and line managers were more engaged in the process.
- A meeting of the Remuneration Committee had been arranged for June.
- The new pension arrangements had started in April and seemed to be working so far.
- Benenden Health would be visiting the Court and were offering free health checks for staff.

10. Parliamentary Questions and Freedom of Information

10.1 The Board noted that 3 FOI requests had been received in March and no PQs had been tabled.

11. Case update

11.1 There was nothing of significance to report.

12. Health & Safety Quarterly Report.

12.1 The Board noted the contents of paper MB15/22.

13. Health & Safety – Annual Review

13.1 The Board noted the contents of paper MB15/23.

14. IoD/HSE Checklist of Director’s H&S responsibilities

14.1 The Board noted the contents of paper MB15/24, and in particular the 10 point leadership checklist contained in the HSE publication.

15. Health & Safety – Corporate Plan for 2015/16

15.1 The Board noted the contents of paper MB15/25 and endorsed the formal adoption of the plan.

16. Energy Consumption – Annual Review

16.1 The Board noted the contents of paper MB15/26.

17. Information Security Policy – Annual Review

17.1 The Board noted the contents of paper MB15/27 and agreed the suggested amendments.

18. AOB

18.1 There was no other business.

UKSC
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