

The Supreme Court of the United Kingdom Management Board

Minutes of the meeting held on 28 May 2012

Attending: Jenny Rowe (Chair)

William Arnold
Louise di Mambro
Olufemi Oguntunde
Martin Thompson
Ben Wilson
Chris Maile
Philip Robinson (Non-Executive Director)
Alex Jablonowski (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 23 April 2012

2.1 The minutes were approved.

3. Matters arising not covered elsewhere on the agenda

3.1 The following points arising from the minutes of the April Management Board meeting were discussed

- 3.1 – JR showed board members copies of correspondence between her and the MoJ. JR asked for any comments by the end of the week.
- 10.2 - The Board noted that there was further work to be done on the analysis of PTAs received and approved. The method of recording statistics would be reviewed over the summer recess.

- 11.3 – MT was putting in place an asbestos management plan. A survey had been undertaken on 26 May 2012 of accessible areas where it was thought it was possible that asbestos could be present. The survey results were expected in June. Any other less accessible areas would need to be checked in advance of any anticipated work. The Board noted the position.

4. Review of Information Security Policy

- 4.1 The Board noted the contents of paper MB12/27. They agreed the version of the Information Security Policy attached to the paper subject to two textual corrections.

5 Scorecard report

- 5.1 The Board noted the monthly Scorecard report (paper MB12/28).

6. Risk Register

- 6.1 The Board noted paper MB12/29.

JR reported that the situation affecting risk 11 (“...*lack of legislative opportunities to secure changes...*”) had changed and that the scoring might need amending. JR reported that the Bill had been introduced into the House of Lords and that it was expected that most of the committee hearings would be before the summer recess. JR had discussed this with Lord Phillips and Lord Hope and set out the position in a note to them.

Action point: JR to circulate copy of note.

- 6.2 JR pointed out that risk 14 was a new risk that had been added to the Register.
- 6.3 The Board agreed that a more in-depth assessment of the Risk Register would need to be undertaken at the Management Board Workshop in July.

7. Finance and fees

7.1 The Board noted paper MB12/30. OO reported that some final adjustments were being made to the final figures for the 2011/12 financial year.

7.2 The Board noted the following points:

- The quarterly contributions had been collected from the Ministry of Justice and from the devolved Administrations
- There had been a small overspend on the monthly library budget. This was due to annual subscriptions being paid in advance, and this would balance out as the year progressed

8. Communications update

8.1 The Board noted paper MB12/31, and the following points

- BW reported that the UKSC continued to receive significant coverage about a number of high-profile Scottish cases
- There had been a number of arranged visits to the Court, including one from the Social Mobility Foundation

9. Human resources

9.1 The Board noted the following

- The Cabinet Office has asked all departments to provide details of a three year pay strategy by the end of May 2012, but this had been deferred until end of June 2012. The UKSC was waiting to see the details of the return from the MoJ, before taking any decisions about this.
- The new Deputy Head of Communications was in post on a 6 month secondment arrangement from the Youth Justice Board. Arrangements would be made to fill the post permanently after this period.

- The Finance Officer post had been advertised across the MoJ, but had not yet been advertised civil service wide. This was due to happen in two weeks time.
- Interviews of the applicants for the JA posts had been arranged and would take place over a three day period.

Action point: CM to report back to a future meeting on the details of the MoJ three year pay strategy

10. Parliamentary Questions and FOI

10.1 PB reported that 3 FOI requests had been received in May. No PQs had been tabled.

11. Case update

11.1 LdiM reported that the calendar for the Michaelmas Term was now full. The Board noted that the number of Permission applications received continued to rise

12. Amended Health and Safety – 2012/13 Corporate Plan

12.1 The Board noted and agreed paper MB12/32.

13 Future IT provision

16.1 Pete Masters and Jonathan Fearon joined the meeting and presented the findings and recommendations of their report into future IT provision.

16.2 The Board noted that several options were being considered and that a Project Board would be set up to take this forward, and to provide proper governance. The Project Board would be chaired by WA. Other members would be AJ, OO, PB the UKSC IT Manager and the MoJ Director of IT Change and Strategy (Arwa'a Abdulla). JR and Lord Kerr would not be members of the Project Board but would be sent copies of all papers.

14. AOB

14.1 There was no other business.

These minutes were approved by the Management Board on 20 June 2012.

UKSC
June 2012