

The Supreme Court of the United Kingdom Management Board

Minutes of the meeting held on 20 June 2012

Attending: Jenny Rowe (Chair)

William Arnold
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 Apologies were received from LdiM.

2. Approval of minutes of the Management Board Meeting of 28 May 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 updated the Board.
- 10.2 – JR reported that a law student had been engaged to carry out the PTA statistical analysis over the summer.
- 9.1 – CM reported that there was no further update on this issue as we were still awaiting the MoJ response to Cabinet Office; this was expected at the end of June 2012.

4. Scorecard report

- 4.1 The Board noted the monthly Scorecard report (paper MB12/34).
- 4.2 JR reported that a number of PTAs were being referred to the Justices over the next two weeks.
- 4.5 The Board discussed how PTAs are recorded on the monthly scorecard. It was agreed that this should be reviewed at the Management Board workshop on the 13 June 2012.

5. Risk Register

- 5.1 The Board noted paper MB12/35. The Board noted that an in-depth review of the Risk Register would be undertaken at the Management Board Workshop on 13 July 2012

6. Finance and fees

- 6.1 The Board noted paper MB12/36.
- 6.2 The Board noted and discussed the following points:
 - the contribution from the Ministry of Justice
 - other income figures
 - that fee income was up
- 6.4 PR asked about IT costs and about expenditure on the IT Project. He asked if the MB could be given details of expenditure to date and projected costs. PB reported that the IT Project Board had now been set up and the first meeting had been arranged for 11 July 2012. PB was not in a position to give accurate figures on estimated costs until the ITPB had met and agreed priorities and the direction of the project. Once the outline structure of any new IT arrangement had been agreed it would be possible to start estimating future expenditure. The ITPB would aim to have reasonably reliable estimate of costs in time for a report back to the September MB meeting.

- 6.5 The Board discussed the lift mechanism replacement project and what the anticipated expenditure on it would be.

Action point: Add item to Risk Register covering large expenditure projects (IT and lifts)

7. Communications update

7.1 The Board noted paper MB12/37 and the following points:

- there had been coverage of a number of high-profile Scottish cases
- the Communications team had received good feedback from the media over the handling of the Assange case
- the Assange case had produced a 'knock-on' effect on numbers of visitors to the court and the website.

8. Human resources

8.1 The Board noted the following points

- Offers had been made to fill the JA posts for the 2012/13 year. So far six had accepted and one was outstanding. CM said that they were seven outstanding candidates. Security checks were underway by Shared Services. The campaign had been successful and CM would be analysing candidates' feedback.
- Five applications for the Finance Manager post had been received in response to the Ministry of Justice campaign. The applications would be assessed. If none were found to be suitable the post would be advertised civil service wide.
- CM would be looking at potential HR software packages and would be attending a specialist trade show at Olympia.

9. Parliamentary Questions and FOI

9.1 PB reported that two FOI requests had been received in May. No PQs had been tabled.

10. Case update

10.1 The Board noted that

- the grant rate for PTA's was 31%
- one case of note due to be heard would be looking at the issue of vicarious liability.

11. Accommodation

11.1 The Board noted paper MB12/38, and the following points –

- The Facilities Contract tender exercise – TSol advice had now been sought
- The issue of roof leaks

12 Equality and Diversity

12.1 CM reported that the E&D strategy was now available via the website.

12.2 CM said he would be speaking to Hays Recruiting to obtain a breakdown of applicants in the JA recruitment campaign by gender and ethnicity and that further work would be undertaken to ensure applicants from diverse backgrounds continued to apply in future years.

12.3 CM reported that the visitor survey would be carried out during August.

13. AOB

- 13.1 JR reported that Lord Mance had been approached by a lawyer raising funds for the Great Ormond Street Hospital who wanted to offer as an auction prize a Justice-guided tour of the Supreme Court. It was agreed that this would be acceptable provided any such request was from a recognised and reputable organisation and did not incur any costs for the Supreme Court.

These minutes were approved by the Management Board on 23 July 2012.

UKSC
July 2012