

**The Supreme Court of the United Kingdom
Management Board**

Minutes of the meeting held on 23 July 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 No apologies were received.

2. Approval of minutes of the Management Board Meeting of 20 June 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:

- 6.4– IT costs – these had been discussed at the MB workshop on 13 July 2012.
- 11.2 – a strategy meeting had been arranged for 24 July 2012.

4. Scorecard report

- 4.1 The Board noted the monthly Scorecard report (paper MB12/39).
- 4.2 PB reported that columns to record performance against the 12 working week targets for cases had been added and that figures for these will be populated from October
- 4.3 The Board noted that the rate of PTAs remained steady.

5. Risk Register

- 5.1 The Board considered paper MB12/40 and noted the following points;

Risk 3 – The Commission on the Bill of Rights has issued a further consultation paper which asked if there should be any additional rights over and above those guaranteed by the ECHR. A replacement for Sir Nicholas Bratza had been chosen.

Risk 4 – OO had produced a fees model for JR and LdiM to consider. PR said the model looks at PTAs coming in and predicts what that could mean for fees income. PR asked if it was possible to add a ‘trends’ aspect, to help predict coming years income. JR pointed out that we can only base on historical information and cannot accurately predict how many PTAs may be received in the future.

Risk 7 – an audit of the BCP was planned for September 2012.

Risk 14 – JR, WA and LdiM had held useful discussion with FCO officials the previous week and there was the possibility of a meeting between Lord Neuberger and a FCO Minister to discuss the issue further.

6. Finance and fees

- 6.1 The Board considered paper MB12/41.
- 6.2 The Board noted the following points:

- All contributions that were expected for the first quarter had been received
- Invoices had been raised for the second quarter and payment for two had already been received from the MoJ and from Scotland.

6.3 AJ asked if the UKSC was on budget. JR said that we were keeping within budget and this was being done by managing expenditure very tightly.

7. Communications update

7.1 The Board noted paper MB12/42 and the following points:

- there had been ongoing coverage following the Assange case
- there had been coverage of the Care funding case in June and of the courts jurisdiction to strike out aggravated PI cases
- visitor numbers were slightly down on the year and month, but the Court had been closed during the Diamond Jubilee
- the Sport and the Law exhibition was due to open on 25 July 2012

8. Human resources

8.1 The Board noted the following points

- There were currently 2 staff vacancies for the Finance Manager and Assistant Librarian posts. Interviews for the Finance Manager post had been held and CM was hopeful of announcing the name of the successful candidate in September.
- It was hoped to fill the Assistant Librarian post on the back of an ongoing MoJ recruitment campaign for library staff. The UKSC Librarian would be present during interviews of candidates as an observer.

- The new JAs had come in the previous week to meet Justices and senior staff. Arrangements were in hand for getting their security clearance and adding them to payroll.
- That the MoJ had published a general terms for a future pay strategy which included
 - planned 1% increase this financial year
 - planned 1% increase next financial year
 - shorter pay ranges to reduce the overlap in pay scales between grades.

There was still a huge body of work to be done on this. CM had a meeting arranged with MoJ HR and will report back to JR/WA after the meeting.

- The Diversity report arising from the JA's recruitment campaign had now been sent to the NEDs

9. Parliamentary Questions and FOI

- 9.1 PB reported that four 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 PTAs was steady
- cases were now being listed up to June 2013
- a number of Scottish cases were due to be heard next term

11. Energy Consumption

- 11.1 The Board noted paper MB12/43, and the following points –

- Whilst consumption during the first quarter had risen, it was still below the 2010/11 baseline. This was largely due to lighting and heating/cooling of the building.

- Different lighting was being trialled in corridors to see if this would reduce consumption
- Heating/cooling was 'weather driven' so was far more difficult to regulate.

11.2 The UKSC had been required to register for the Carbon Reduction Scheme. The registration had been a very complex process. JR was considering writing to DEC about the lengthy and expensive registration process.

12 Health and Safety

12.1 MT reported that the H&S Committee had met and considered the update to the Health and Safety policy. MT had circulated to Board members to see if they had any comments. The Board agreed the updated policy.

13. AOB

13.1 JR reported on the lobbying by Whitehall cleaners. Our cleaners were paid the rate agreed under the MoJ contract. So the issue could be looked at again when we come to put a direct UKSC contract in place.

These minutes were approved by the Management Board on 24 September 2012.

UKSC
July 2012