



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

**Minutes of the meeting held on 20 May 2019**

Attending: Mark Ormerod (Chair)

Sam Clark  
Louise di Mambro  
Paul Brigland  
Chris Maile  
Joyti Mackintosh  
Janet Coull Trisic  
Ian Sewell

Kathryn Cearns (Non-Executive Director)  
Kenneth Ludlam (Non-Executive Director)

Paul Sandles (Secretary)

**1. Apologies for absence.**

1.1 No apologies were received.

**2. Approval of the minutes of the meeting of 25 March 2019.**

2.1 The minutes were approved.

**3. Matters arising not covered elsewhere on the agenda.**

3.1 The three action points from the March meeting would be marked as closed.

**4. Declaration of conflicts of interests.**

4.1 No declarations of conflicts of interest were made.

**5. Chief Executive's Overview.**

5.1 The Board noted the contents of the paper and in particular the following points –

- The Chief Executive would be meeting with officials from HM Treasury to discuss the financial challenge the Court would be facing during 2019-20.
- Interviews for upcoming judicial appointments had taken place.
- After a consultation with affected staff members, a decision had been reached regarding the reconfiguration of the accommodation on the Third Floor.

- The programme of out-of-court events to support the Cardiff sitting in July 2019 had begun to take shape.
- The impact of Brexit uncertainty on the timing of the Spending Review had been noted.

## **6. Management Information Dashboard.**

6.1 The Board noted the contents of the papers, and in particular the following points –

- The number of staff training days had dipped below target in March 2019.
- Statistics on available sitting days would need to be viewed in light of the nature of the cases that were awaiting listing.
- The more recently devised graphs analysing case volumes would benefit from a fresh assessment of their visual clarity.
- A report of incoming data protection enquiries had been added.

## **7. Risk Register.**

7.1 The Board noted the paper, and in particular the following points –

- Risk 1 (*Disruption from breach of physical security*) – The deadline for the completion of the Departmental Security Health Check return to the Cabinet Office had been deferred until August 2019.
- Recent protests in and around Parliament Square had been monitored carefully but there had been no security incidents as a result.
- Risk 2 (*Loss of / decline in infrastructure performance*) – The replacement of two of the Court’s main IT servers had taken place.
- Risk 4 (*Financial challenge*) – The risk impact level had been increased to high.
- Risk 5 (*Staff resilience*) – The risk level had been decreased as the end of year performance process had been completed without significant difficulty.
- A new Judgments Clerk had been appointed and this would provide valuable additional resilience to a crucial role.

## **8. Finance and fees.**

8.1 The Board considered the papers and noted the following points –

- The projection for the full year showed a forecast overspend of £425k on resource expenditure. The forecast for capital expenditure projected a balanced budget.

## **9. Press and communications.**

9.1 The Board considered the paper and noted the following points –

- The President and Deputy President’s appearance before the House of Lords Constitutional Committee on 20 March had received some media coverage.
- Visitor numbers for March and April had revealed a 13.1% decrease in comparison with the same period in 2018. Although the environmental protests in Parliament Square had clearly had some impact, the Communications team would benchmark these results with similar institutions in the Parliament Square locale.
- March and April had seen the peak delivery period for a large number of engagement and educational outreach programmes including the ‘Ask a justice’ sessions, debate days, and moot finals. A visiting delegation from Thailand had also been welcomed and the Court had hosted 15 external events in the same period.
- The Annual Report and Accounts would be laid before Parliament on 4 June 2019.

## **10. Human Resources.**

10.1 The Board noted the contents of the paper and in particular the following points –

- Appointments had been made to fill the outstanding vacancies for an Information Officer and part-time Judgments Clerk.
- Interviews for the Non-Executive Director position took place in early June. The successful candidate would be invited to attend the July Board meeting.
- Eleven candidates have been offered contracts as Judicial Assistants with a start date in mid-September.
- Figures for the total annual spend as well as the number of nominations for reward and recognition payments over the previous five financial years were discussed.

## **11. Case update.**

11.1 The Board noted the oral update from the Registrar.

## **12. IT update.**

12.1 The Board noted the contents of the paper and in particular the following points –

- New servers and printers had been installed throughout the building as previously planned. This had gone smoothly.
- Testing of new broadcasting equipment had continued with installation planned to take place during the summer vacation period.
- Use of touchscreen devices in court so that Justices could view electronic bundles on screen more easily had also been enhanced through the acquisition of additional hardware.
- Work to find the most effective method of replacing end-of-life PC monitors would continue.
- The Website Project Board had met on 15 May. A verbal update as to the outcome of that meeting was supplied to the Board.

**13. Risk Strategy.**

13.1 The Board considered paper MB19/25 and noted the following points –

- The Draft Risk Strategy was agreed.
- The spread of risks the Court could expect to face during 2019-20 in delivering business as usual commitments as well as key activities outlined in the Business Plan were considered. After further internal discussions, a template for recording and monitoring risk in the future would be prepared and presented to the next Board meeting in July.

**14. Performance Management System.**

14.1 The Board considered the paper and noted the following points –

- 2018-19 had been the first full year of operation for the new online performance management system. Although consistency of usage across the Court still needed refinement, the Board agreed that it had been a success and that it would be continued.
- The overall spread of end of year box markings for staff had been noted.

**15. Preparation for the Spending Review.**

15.1 The Board considered the paper and noted the following points –

- The paper updated the position as last set out to the Board in July 2018.
- The formal timing of the Review remained uncertain although a letter from HM Treasury had been received which requested that departments submit a first analytical note, with supporting data, in June 2019.
- In light of this information, the Court's existing preparations had been reviewed and revised.

**15. Forward Plan.**

15.1 The Board noted the contents of the paper outlining the distribution of future papers to the Board.