

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

## **Minutes of the meeting held on 27 February 2012**

Attending: Jenny Rowe (Chair)

William Arnold  
Louise di Mambro  
Sian Lewis  
Olufemi Oguntunde  
Martin Thompson  
Philip Robinson (Non-Executive Director)  
Alex Jablonowski (Non-Executive Director)

Paul Brigland (Secretary)

### **1. Apologies for absence**

1.1 Apologies were received from Chris Maile, who was attending a conference.

### **2. Approval of minutes of the Management Board Meeting of 27 January 2012**

2.1 The minutes were approved, subject to two amendments.

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

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

- 3.1 – The Board noted that JR had now written to the relevant person in MoJ and was awaiting a response. JR said she would keep the board informed as the situation developed.
- 3.1 – The Board noted that the draft Strategic Plan had been circulated to the jurisdictions and that no comments had been received.

- 7.2 – The Board noted that the factual paper on appeals from Scotland had been placed on the UKSC website. Lord Wallace had referred to this in a House of Lords debate as being particularly helpful.

#### **4. Lift Modifications**

- 4.1 The board noted the position outlined in paper MB12/12.

**Action point: MT to draft new entry for the risk register.**

#### **5. Scorecard report**

- 5.1 The Board noted the monthly Scorecard report (paper MB12/07). OO queried if the entry for ‘number of requests satisfied’ should be shown as an actual figure rather than a percentage. SL explained that it was not always easy to quantify and that it was easier to express as a percentage.
- 5.2 The Board considered if this line should be removed from the scorecard as reporting just a percentage did not give a full picture. The Board noted this had been included on the scorecard to measure how successful initiatives had been in making the court accessible and open to the public.
- 5.3 It was suggested that further consideration be given to what we wanted to achieve regarding public access and how we recorded this.

**Action point: SL to consider and report back to JR**

#### **6. Risk Paper**

- 6.1 The Board considered the Risk Register (paper MB12/08). Overall the risks had not changed from the previous month.

#### **7. Finance and fees**

- 7.1 The Board considered paper MB12/09. OO reported that the main change since January was the amount of potential underspend available.

- 7.2 The Board noted that there were justifiable reasons for the under-spend including unexpectedly having two fewer Justices than the full complement of twelve for part of the year and a reduction in security costs.
- 7.3 OO said that contributions from the jurisdictions had now been collected, but fee income was down on the previous year. The Board noted that work was ongoing to produce a model to provide a more accurate prediction of fee income trends, but this would not give any control over fee income.
- 7.4 The Board also discussed the impact on finances of refurbishing the lifts.

## **8. Press and communications update**

- 8.1 The Board noted paper MB12/10, and in particular noted that -
- There were fewer tours for non-educational groups. This was expected, as we now charge for these groups and they are only available on Fridays. But there had been an increase in the number of tours for educational establishments.
  - Paid tours were now established and were generating some income.

## **9. Human resources**

- 9.1 WA presented paper MB12/11 in CM's absence.

## **10. Parliamentary Questions and FOI**

- 10.1 PB reported that no PQs had been received in the last month and that three FOI requests had been received and answered within the statutory deadline. One had been via Twitter.

## **11. Case update**

- 11.1 LdiM reported that everything was proceeding as expected and she had nothing further to report this month.

**12. Digital Continuity**

The Board were joined by Rob Johnson and Tim Callister from The National Archives who gave a presentation on the challenges facing organisations in ensuring the continuity of digital records.

**13. Any other business**

- 13.1 No points were raised

These minutes were approved by the Management Board on 27 March 2012.

UKSC  
February 2012