



Mr Peters

Via email: request-804277-8119bd01@whatdotheyknow.com

3rd December 2021

Our ref: 2021-65

Dear Mr Peters,

Thank you for your freedom of information request which we received on 4th November 2021, in which you requested the following information from the UK Supreme Court:

I refer to the following FOI in which the Supreme Court disclose that due to administrative errors they failed to designate court security officers as per legislative requirements;

<https://www.whatdotheyknow.com/request/supreme-court-security-officers#incoming-1820060>

With respect to this please provide the following information;

- 1. Any reports to government bodies and or ministerial office holders this deficiency in the court security following discovery of the administrative oversight.*
- 2. Record retention policy/procedure for keeping records of court personnel so designated to perform the role of Court security officer (designated).*
- 3. What records will be kept on these personnel and what review periods for ensuring the information is up to date and personnel remain qualified and suitable for the role.*

Your request has been handled under the Freedom of Information Act 2000 (FOIA). I can confirm that the UK Supreme Court holds the information you requested.

I will answer the questions in the order you raised them:

1. Any reports to government bodies and or ministerial office holders this deficiency in the court security following discovery of the administrative oversight.

The Court does not hold any reports to government bodies or ministerial office holders.

2. Record retention policy/procedure for keeping records of court personnel so designated to perform the role of Court security officer (designated).

Our provision of security is provided through a contract. The contract is kept for 7 years after it ends in line with the Court's retention schedule. As part of this record, we would keep all the information that relates to the designation of powers.

3. What records will be kept on these personnel and what review periods for ensuring the information is up to date and personnel remain qualified and suitable for the role

We have monthly contract review meetings with our contractors. During this meeting we seek confirmation and assurances that all Security Officers hold in date security clearance and training in line with the Constitutional Reform Act 2005.

Please be aware that, in the interests of transparency, we routinely publish our FOI responses on our website, at:

<https://www.supremecourt.uk/about/freedom-of-information-disclosures.htm>

We would like to reassure you that any personal information will be redacted before publication.

As part of our obligations under the FOIA, the UK Supreme Court has an independent review process. If you are dissatisfied with this response, you may write to request an internal review. The internal review will be carried out by someone who did not make the original decision, and they will re-assess how the Department handled the original request.

If you wish to request an internal review, please write or send an email to the following address:

Ms Sam Clark

Director of Corporate Services

UK Supreme Court

Parliament Square

London

SW1P 3BD

e-mail: sam.clark@supremecourt.uk

If you remain dissatisfied after an internal review decision, you have the right to apply to the Information Commissioner's Office under Section 50 of the FOIA. You can contact the Information Commissioner's Office at the following address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Internet: https://www.ico.gov.uk/Global/contact_us.aspx

Yours sincerely,

Freedom of Information Team