

COMMISSION FOR STANDARDS IN PUBLIC LIFE
4th MEETING OF 2019
MINUTES
2 APRIL 2019
COMMISSIONS SECRETARIAT

PRESENT:	Rosie Whittaker-Myles	Chairman
	Sheenah Hislop	Member
	Isatou Smith	Member

SECRETARIAT MEMBERS PRESENT:

Deborah Bodden	Manager, Commissions Secretariat
Sheila Alvarez	Administrator/Analyst, Commissions Secretariat
Lise Hurlstone	Administrator/Analyst, Commissions Secretariat

1. Meeting called to order

The meeting was called to order at 1:43pm.

2. Outstanding Business

a. CCAICACB Conference

The Commission was updated on the most recent developments encompassing the planning preparations for the Fifth Annual Commonwealth Caribbean Association of Integrity Commissions and Anti-Corruption Bodies (CCAICACB) Conference (“the Conference”) to be held in Grand Cayman during the week of 3rd – 7th June 2019.

Matters discussed were as follows:-

- i. The revised draft Conference agenda;
- ii. Pending hotel contracts;
- iii. Guest speakers and consideration of possible substitute speakers in the event identified speakers are unable to attend;
- iv. Draft list of invitees from the private sector and civil society groups to attend the opening ceremony;
- v. Conference attendance days of Members for budgeting purposes;
- vi. Delegates’ Confirmation Forms and deadline for submission;
- vii. Conference information page which will be made available to the public on the Commission’s website;
- viii. Welcome letters for delegates;
- ix. Transportation bookings;
- x. Gift bags for speakers and delegates; and
- xi. Video conferencing and audio recording arrangements of the Conference.

3. Any Other Business

- a. The Chairman advised that the Conference banner will be shipped from the Turks & Caicos Islands on 7 April 2019 and is expected arrive in Grand Cayman on 11 April 2019.

- b. The Commission discussed the constitution of the Private Sector Member Panel on the topic *"Integrity Reform and Innovation: Use of New Measures/Technology in the Fight Against Corruption"* and queried the possibility of including a representative from the Utility Regulation and Competition Office, "OfReg", on this panel. The Secretariat undertook to review OfReg's remit and circulate it to Members for feedback and decision.

4. Action Items

The Commission was asked to:

- a. Review the draft list of civil society groups and/or private sector representatives to invite to the Opening Ceremony and provide feedback;
- b. Inform the Secretariat of the days they plan to attend the Conference for budgetary purposes;
- c. Circulate a list of suggested invitees to attend the opening ceremony and the welcome event at Government House; and
- d. Agree on any further details or arrangements regarding the Conference that require its approval.

The Secretariat was asked to:

- a. Continue to follow-up with the Prime Minister of Barbados regarding the invitation extended to her to attend the Opening Ceremony of the CCAICACB Conference;
- b. Issue follow-up emails to delegates requesting final submission of their completed confirmation forms by close of business on Friday, 12 April 2019;
- c. Draft information letter for delegates regarding Conference details etc.;
- d. Research the public authority's remit as per 3.b. above;
- e. Liaise with the hotel and/or local suppliers to enquire about audio recording services;
- f. Continue to update the draft Conference agenda as necessary; and
- g. Continue to make final arrangements for the Conference.

5. Items to be discussed at the next meeting

- a. CCAICACB Conference

6. Next meeting

The next meeting date will be agreed via email correspondence between Members depending on availability.

7. Adjournment

The meeting was adjourned at 2:40pm.



Rosie Whittaker-Myles
CHAIRMAN
COMMISSION FOR STANDARDS IN PUBLIC LIFE