

**COMMISSION FOR STANDARDS IN PUBLIC LIFE  
5<sup>th</sup> MEETING OF 2019  
MINUTES  
9 JULY 2019  
COMMISSIONS SECRETARIAT**

<b>PRESENT:</b>	Rosie Whittaker-Myles	Chairman
	Sheenah Hislop	Member (via telephone)
	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 2:30pm. The Chairman thanked all for attending and the meeting was opened with a prayer.

**2. Confirmation of Previous Minutes**

The minutes of the meeting of 13 February 2019 were approved. The draft minutes of the meeting of 18 February 2019 and 2 April 2019 will be circulated to Members via email.

**3. Outstanding Business**

**a. CCAICACB Conference**

The Commission discussed the Fifth Annual Commonwealth Caribbean Association of Integrity Commissions and Anti-Corruption Bodies (CCAICACB) Conference (“the Conference”), held in Grand Cayman, on 3<sup>rd</sup> – 7<sup>th</sup> June 2019. Feedback received by the Secretariat from the Conference attendees was overall positive.

Having regard to the cost of inevitable over-runs in hosting of Conferences, the Chairman suggested that sponsorship be sought for future events/initiatives.

The Secretariat is in the process of drafting the Conference Report (“the Report”). The Report will take the form of a synopsis of the Conference and its activities. The Chairman indicated that the finalised Report will be issued to the CCAICACB Executive Committee for approval and subsequent printing by the Commonwealth Secretariat. The Secretariat will, upon final approval, create an e-book version of the Report which will be uploaded to the Commission’s website.

**4. Any Other Business**

**a. Meeting with Chairman of the Cayman Islands Monetary Authority (“CIMA”) Board**

Following correspondence issued by the Office of the Honourable Premier to Board Chairpersons seeking clarification on areas of concern in the Standards in Public Life Law,

2014 (the “Law”), and the Standards in Public Life (Amendment) Law 2016 (the “Amendment Law”), Members were informed of a meeting requested by the Chairman of CIMA with the Commission’s Chairman to discuss the Law and specifically, to clarify the requirements of Board members in filing declarations. One specific area of concern discussed was the requirement of persons in public life whose assets are subject to discretionary management, to make timely and full disclosure in accordance with the Law.

In an effort to further educate the public on the Law, the Amendment Law and requirements for filing declarations, Members agreed to prepare a draft set of guidance notes which will be published via media outlets. Additionally, the Commission will draft an information sheet on ss. 11 ‘Duty to furnish declarations’ and 12 ‘Contents of declarations’ of the Law for board members. The Chairman requested the Secretariat to prepare the draft set of guidance notes and information sheet for the Commission’s review prior to the next meeting. The Secretariat was further requested to follow-up with the Cabinet Secretary on the progress of the Law’s commencement.

**b. Meeting with Commissioner of the Anti-Corruption Commission (“the ACC”)**

Members were informed that the Chairman and the Secretariat Manager recently met with one of the ACC Commissioners to explore opportunities for the ACC and the Commission to collaborate, particularly, on educational strategies. Whilst the ACC’s position is that its remit does not include educational initiatives, the Chairman and ACC Commissioner agreed that there is a need for greater public awareness of the importance and value of integrity, transparency and accountability in our society which can best be accomplished through education.

In particular, it was agreed that further training sessions for board members will be necessary prior to commencement of the Law. To this end, further discussions on collaborative efforts will continue.

**c. Public Procurement Process**

The Chairman reminded Members that two of the Commission’s constitutional functions are to “review and establish procedures for awarding public contracts” and to “assist in the setting of the highest standards of integrity and competence in public life in order to ensure the prevention of corruption or conflicts of interests”. Given the time passed since the Commission’s last meeting with the former Director of the Central Procurement Office (“CPO”), and having regard to the recent appointment of the Public Procurement Committee, requests for meetings should be made with the Director of the CPO and, subsequently, with the Public Procurement Committee. The Secretariat will reach out to the Director of the CPO to arrange a meeting in early September 2019.

**d. Draft Ministerial Code of Conduct**

The Chairman queried with the Secretariat whether there had been any update received on the status of the draft Ministerial Code of Conduct (“the Code”). The last update on the Code was provided by the Cabinet Secretary in July of 2018 who advised that the Code, forming a part of the Cabinet Manual, was pending submission to the Cabinet. The Secretariat was asked to follow-up once again with the Cabinet Secretary on the status of the draft Code and to report back to the Commission.

Members discussed the relevance of a Code of Conduct ("CoC") for the Commission and agreed to further consider any values/principles to be included in the proposed CoC. The Chairman indicated that she will review the UK's Code of Conduct (as well as any other Code which may be relevant) and revert with her findings during the next meeting.

**e. Register of Interests ("ROI") Committee**

To date the Commission has not received a response from the ROI Committee to its queries following Members' examination of the ROI in April 2018. The Secretariat agreed to follow-up with the Clerk of the Legislative Assembly ("the LA") on this matter prior to the next meeting.

**5. Action Items**

**The Commission was asked to:**

- a. Review the UK's Code of Conduct (and any other relevant Codes) and revert with the findings for discussion at the next meeting (the Chairman).

**The Secretariat was asked to:**

- a. Circulate the minutes of the meetings held on 18 February 2019 and 2 April 2019, to Members for Members' comments and approval;
- b. Prepare a draft set of guidelines on the requirements for filing declarations as detailed in 4. a. above;
- c. Prepare a draft information sheet on ss. 11 and 12 of the Law for board members as detailed in 4. a. above;
- d. Follow-up with the Cabinet Secretary on the commencement date of the Law;
- e. Arrange an initial meeting with the Director of the CPO as detailed in 4. c. above;
- f. Follow-up with the Cabinet Secretary re: status of the draft Code; and
- g. Follow-up with the Clerk of the LA re: the ROI Committee's responses to the Commission's previous inquiries.

**6. Items to be discussed at the next meeting**

- a. Education/Awareness Campaign
- b. Review of Procurement Process
- c. Draft Ministerial Code of Conduct

**7. Next meeting**

The next meeting date will be agreed via round robin.

**8. Adjournment**

The meeting was adjourned at 3:38pm.



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**Rosie Whittaker-Myles**  
**CHAIRMAN**  
**COMMISSION FOR STANDARDS IN PUBLIC LIFE**