

<p><b>COMMISSION FOR STANDARDS IN PUBLIC LIFE</b> <b>4<sup>th</sup> MEETING OF 2020 (HELD VIA ZOOM)</b> <b>MINUTES</b> <b>20 MAY2020</b></p>
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**PRESENT:** Rosie Whittaker-Myles                      Chairman  
                  Sheenah Hislop                                Member  
                  Isatou Smith    Member

**SECRETARIAT MEMBERS PRESENT:**

                  Deborah Bodden                                    Manager  
                  Lise Hurlstone                                        Administrator/Analyst  
                  Shari Welcome    Public Relations and Education Coordinator

**1. Meeting called to order**

The meeting was called to order at 3:05pm. The Chairman thanked all for attending and the meeting was opened with a prayer.

**2. Outstanding Business**

**a. Instructions for the Declaration of Interests, Assets, Income, and Liabilities Schedules 1 and 2 (the “Instructions”)**

The Commission discussed the draft Instructions that would be provided to all persons who will be completing the Declaration Forms. The Secretariat will make the requested amendment and re-circulate the Instructions to Members prior to uploading the document to the website.

**b. Declaration Forms (Schedule 1 and Schedule 2)**

The Commission discussed the draft Declaration Forms for both of the categories of Persons in Public Life who are required to submit declarations within 30 days of 30 June 2020. The Secretariat will make the requested amendments to each of the forms and re-circulate the Instructions to Members prior to uploading them to the website.

**3. Any Other Business**

There was no further business to discuss.

**4. Action Items**

**The Secretariat was asked to:**

- a. Make the requested changes to any of the draft documents and circulate to Members for final agreement; and

- b. Draft and release a statement (as broadly as possible) on the provision/availability of the documents.

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

- a. Draft Reporting Form
- b. Draft Policy for Inspecting the Register of Interests
- c. Draft Policy for Handling the Register of Interests

**6. Next meeting**

The next meeting date will be held via Zoom on 28 May 2020 at 2:00pm.

**7. Adjournment**

The meeting was adjourned at 5:35pm.



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