

**COMMISSION FOR STANDARDS IN PUBLIC LIFE  
3<sup>rd</sup> MEETING OF 2021  
MINUTES  
20 MAY 2021**

**PRESENT:**

Dr. Sonia Bush	Chair
Richard Addlestone	Member
Keith Blake	Member
Isatou Smith	Member
J. Rosalie Twohey	Member

**SECRETARIAT MEMBERS PRESENT:**

Deborah Bodden	Manager, Secretariat
Lise Hurlstone	Administrator/Analyst
Sheila Watler	Administrative Officer

**ATTENDEES:**

Kapil Singh	Analyst/Programmer, CSD (in part, via Zoom)
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**1. Meeting called to order**

The meeting commenced at 2:06 pm. The Chair thanked all for attending and requested the Manager assist in leading the meeting as it was the first for this Commission.

**2. Introductions**

Introductions were made and the Manager briefed Members on the Secretariat and its administrative responsibilities for the Commission.

**3. Administrative Matters****a. Code of Conduct**

Members were informed that the Commission's Code of Conduct ("the CoC") was developed shortly after the Commission was established in 2010. The Manager queried whether Members would like to revise the existing CoC. The Commission agreed to consider the CoC and revert with their feedback for the next meeting. To assist in the review the Secretariat will circulate a copy of the Council of Europe's Model Code of Conduct for Public Officials document as well as a copy of the CSPL's CoC for Persons in Public Life document in Word format.

**b. Members' Declarations of Interest**

Members discussed the Register of Interest ("RoI") and noted their legal obligations to file declarations to the RoI. Members were advised that they can submit their declarations to the Secretariat via email.

**c. Legal Opinions**

The Manager referred to legal opinions received by the previous Commission, regarding the RoI, and briefed Members on some of the public's feedback with filing declarations. The Commission noted the feedback and had no queries or comments.

**4. Outstanding Business**

**a. Amendments to the SPL Act and SPL Regs**

The Commission discussed this matter and agreed to review the proposed amendments to the Standards in Public Life ("the SPL") Act, and SPL Regulations, and to submit their comments to the Secretariat, via email, by 10 June. To assist in this the Secretariat will circulate copies, in Word format, of the proposed amendments to the SPL Act, and SPL Regulations. The Secretariat will then compile Members' feedback into one document for recirculation and discussion at the next meeting.

**b. Ministerial Code of Conduct**

Members were briefed on the Cabinet Office's draft Ministerial CoC as well as the previous Commission's historical follow-up correspondence with the Cabinet Secretary. The Commission agreed to draft a letter to the Hon. Premier to enquire about the status of the draft Ministerial CoC and when it is expected to be implemented. The Secretariat will assist by drafting said letter for the Commission's review and approval prior to issuance to the Hon. Premier.

**c. Correspondence from the PAC**

Members were briefed on an active complaint received from the former Chairman of the Public Accounts Committee ("the PAC") on 12 February. Members agreed to consider the correspondence and agree on the way forward.

**5. New Business**

**a. Declarations of Interest E-Platform Demo**

Mr. Kapil Singh, Analyst/Programmer of the Computer Services Department, joined the meeting (via Zoom) to provide a demonstration to Members on the Commission's new online portal to submit declarations to the RoI, which is currently in progress. Members were able to ask questions during and after the demonstration. Overall, Members' feedback on the proposed online portal was positive. The portal is expected to launch prior to the next annual declaration period deadline in July 2021.

**b. Review of Declaration Forms Guidance Notes**

The Manager queried the Commission's thoughts on the Declaration Forms Guidance Notes as currently written. Members agreed to consider the Guidance Notes and forward any comments or concerns to the Secretariat prior to the next meeting.

Members were then briefed on the correspondence of 19 February to the Attorney General's ("the AG's") Chambers following up on the advice that was to be provided in relation to ascertaining enforcement measures for non-compliance, as well as additional clarification that

was determined to be needed after discussing submissions of declarations. Members agreed to continue following up with the AG's Chambers. The Secretariat will assist by drafting the follow-up correspondence for the Commission's review and approval prior to issuance to the AG's Chambers.

**c. CSPL Work Plan**

Members were briefed on the concept of the Commission's Work Plan for 2021-2022 which will identify the main activities/initiatives that the Commission wishes to embark/focus on. For example, the Manager brought to Members' attention the Commission's Policies and Procedures Manual which is currently in draft form and will need to be revisited at some point in the future. Members agreed to consider the Commission's priorities for 2021-2022 and revert with their feedback at the next meeting.

**6. Any Other Business**

Member Richard Addlestone enlightened the Commission on an ongoing project wherein the Beneficial Ownership Act, and all similar pieces of legislation, are being combined to form one standard piece of legislation. Members noted the information and had no queries or concerns.

Initial concerns were raised by a Member of the Commission about the resources assigned to the Secretariat.

An inquiry was raised regarding the possibility of collaboration/a meeting between all commission members that fall under the purview of the Secretariat.

**7. Action Items**

Members:

- Consider the Commission's CoC and revert with feedback at the next meeting;
- Complete and submit declarations to the RoI to the Secretariat via email by 30 July;
- Submit comments on the proposed amendments to the SPL Act and SPL Regulations, to the Secretariat (via email), by 10 June;
- Consider the Declaration Forms Guidance Notes and forward any comments or concerns to the Secretariat prior to the next meeting; and
- Consider the Commission's priorities for the CSPL's 2021-2022 Work Plan for discussion at the next meeting.

Secretariat Staff:

- Circulate copies of the SPL Act and SPL Regulations, the Commission's CoC, and the Declaration Forms Guidance Notes to members for review, as detailed above;
- Compile members' feedback on the proposed amendments to the SPL Act and SPL Regulations (by 11 June) for discussion at the next meeting;
- Draft correspondence to the Hon. Premier as detailed in 4. b. above;
- Draft correspondence to the former PAC Chairman as detailed in 4. c. above; and
- Draft a follow-up letter to the AG's Chambers as detailed in 5. b. above.

**8. Items to be Discussed at the Next Meeting**

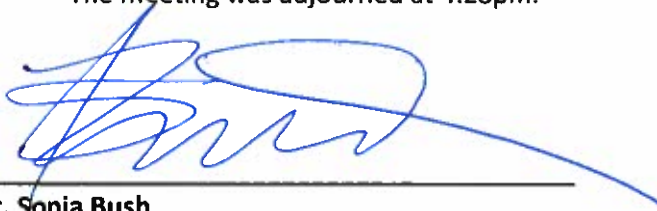
- a. Code of Conduct
- b. Amendments to the SPL Act and SPL Regs
- c. Ministerial Code of Conduct
- d. Correspondence from the PAC
- e. Review of Declarations of Interest Guidance Notes
- f. CSPL Work Plan

**9. Next meeting**

The next meeting date will be held on 17 June at 2:00pm.

**10. Adjournment**

The meeting was adjourned at 4:28pm.



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**Dr. Sonia Bush**

**CHAIRMAN**

**COMMISSION FOR STANDARDS IN PUBLIC LIFE**