

**8th MEETING OF THE
COMMISSION FOR STANDARDS IN PUBLIC LIFE
6 NOVEMBER 2023 @ 2:00PM
MINUTES
VIA ZOOM**

PRESENT:

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|-------------------|---------------------|
| Dr. Sonia Bush | Chairman (via Zoom) |
| J. Rosalie Twohey | Member (via Zoom) |
| Keith Blake | Member (in person) |

COMMISSIONS SECRETARIAT MEMBERS PRESENT:

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|-----------------|---------------------------------------|
| Donna-Kay Smith | Interim Manager |
| Sheila Watler | Administrator/Analyst |
| Jessica Ebanks | PR & Education Coordinator (for part) |

1. Meeting Called to Order

The meeting was called to order at 2:06pm. The Chairman welcomed all in attendance and the meeting was opened with a prayer.

2. Confirmation of Previous Minutes**a. 12 October 2023**

The minutes of 12 October 2023 were approved with minor amendments and will be uploaded to the CSPL website.

b. 17 October 2023

The minutes of 17 October 2023 were approved with minor amendments and will be uploaded to the CSPL website.

3. Outstanding Business**a. Update on Amendments to SPL Act and Regs**

The Secretariat confirmed that, as per the decision taken in the meeting on 17 October 2023, an email was sent to the Attorney General's Chambers (AGC) on 19 October 2023 advising that the CSPL is satisfied with the draft Standards in Public Life (SPL) Act and draft SPL Regulations and that they should be finalized and submitted to Cabinet for approval. The Secretariat was asked to diarise to follow-up with the AGC in three months regarding this matter.

b. CSPL Policies and Procedures**i. Lateral Flow Tests/Procurement Procedures**

Members considered the draft letter to the Office of the Auditor General (OAG) enquiring whether any responses to its report titled, 'Review of the Procurement of the Lateral Flow Tests' had been received. The draft letter was agreed with minor amendments. The Secretariat will make the necessary amendments and issue the letter to the OAG.

ii. Port Authority Director Appointment

Members considered the draft letter to the Port Authority requesting a copy of their procedural steps for the hiring of staff. The draft letter was agreed with minor amendments. The Secretariat will make the necessary amendments and issue the letter to the Port Authority.

c. Update re Parliamentary Code of Conduct

No updates have been received on this matter. The Secretariat will follow-up with the Office of the Premier in advance of the next meeting.

d. Elections Observer's Report

No updates have been received on this matter. The Secretariat will continue to follow-up with the Supervisor of Elections (SoE) in advance of the next meeting.

e. 2024 PR & Education Campaigns, including the United Nations Education for Justice (E4J) Programme

The Secretariat provided an overview of the proposed 2024 CSPL public relations and education initiatives, which received positive feedback from the CSPL. The plans for each quarter are centred around (i) Q1 2024 - Raising awareness of the Standards in Public Life; (ii) Q2 2024 - Raising awareness of the Register of Interests to support the 2024 reporting cycle; (iii) Q3 2024 – Raising awareness of the importance of ethics and honesty (via the E4J Programme), focusing on teachers who impact the lives of future generations; and (iv) Q4 2024 – Engaging with Senior Leaders within the Cayman Islands Government to champion upholding the Standards in Public Life in their respective entities.

With regard to the E4J Programme, which was of particular interest to the CSPL, the approach proposed was to target educators and focus on all Cayman Islands Government schools first, including the University College of the Cayman Islands (UCCI). The CSPL expressed that it would like for the programme to be rolled out to private schools in the future.

f. Correspondence from Anti-Corruption Commission ("ACC")

Members considered the draft letter to the ACC Chairman requesting a copy of the proposed Memorandum Of Understanding (MOU) between the two commissions. The draft letter was agreed with minor amendments. The Secretariat will make the necessary amendments and issue the letter to the ACC Chairman.

4. New Business

- a. No new business was discussed.

5. Any Other Business

a. Cayman Islands Institute of Professional Accountants ("CIIPA") 2023 Momentum Conference

Member Rosalie Twohey advised that she was invited to sit on a panel at the Cayman Islands Institute of Professional Accountants' (CIIPA) upcoming conference on 30 November 2023, in her capacity as a CSPL Member. The title of the panel discussion is 'Ethics and Country Fraud'. It is being led by the CEO of the Chartered Institute of Public Accountants. Other panelists include the Auditor General and ACC Chairman.

Member Twohey added that she will prepare a summary of the CSPL's roles and functions which will include key points from the SPL Act and Regulations. The CSPL enquired whether any approval is required from the Secretariat or the Office of the Governor to participate in events. The Secretariat advised that they will check into the matter and revert by 7th November 2023.

6. Action Items

The Secretariat:

- a. Diarise to follow-up with the AGC as detailed in item 3.a. above (Administrator/Analyst);
- b. Amend and issue the letter to the OAG as detailed in item 3.b.i. above (Administrator/Analyst);
- c. Amend and issue the letter to the Port Authority as detailed in item 3.b.ii. above (Administrator Analyst);
- d. Follow-up with the Office of the Premier, in advance of the next meeting, as detailed in item 3.c. above (Administrator/Analyst);
- e. Follow-up with the SoE, in advance of the next meeting, as detailed in item 3.d. above (Administrator/Analyst);
- f. Proceed with arrangements for the implementation of the 2024 Public Relations and Education Campaign as detailed in item 3.e. above (PR & Education Coordinator);
- g. Amend and issue the letter to the ACC Chairman re the proposed MOU as detailed in item 3.f. above; and
- h. Confirm whether any approval is required to participate in the panel discussion as detailed in item 5. a. above.

7. Items to be Discussed at the Next Meeting

- a. **Update CSPL Policies and Procedures**
- b. **Update re Parliamentary Code of Conduct**
- c. **Update Elections Observer's Report**
- d. **Correspondence from Anti-Corruption Commission ("ACC")**
- e. **Media Articles**
- f. **Cayman Islands Institute of Professional Accountants ("CIIPA") 2023 Momentum Conference**

8. Date of the Next meeting

The next meeting is scheduled for 27 November 2023 at 2:00pm via Zoom.

9. Adjournment

The meeting adjourned at 4:21pm.



Dr. Sonia Bush
CHAIRMAN
COMMISSION FOR STANDARDS IN PUBLIC LIFE