

**6<sup>th</sup> MEETING OF THE  
COMMISSION FOR STANDARDS IN PUBLIC LIFE FOR 2025  
16 OCTOBER 2025 @ 2:00 PM  
MINUTES  
VIA ZOOM**

<b>PRESENT:</b>	Woody Foster	Chairman
	Keith Blake	Member
	Jay Ehrhart	Member (via Zoom)
	Diana Deopersad	Member

<b>APPOLOGIES:</b>	Tonica Williams	Member
--------------------	-----------------	--------

<b>GUEST:</b>	Sue Winspear	Consultant
---------------	--------------	------------

**COMMISSIONS SECRETARIAT MEMBERS PRESENT:**

Melanie McField	Manager
Lise Hurlstone	Research Analyst

**1. Meeting called to order**

The meeting was called to order at 2:02 pm. The Chairman welcomed all members and guest, Ms Sue Winspear. The Manager gave a brief introduction to Ms Winspear, who will be acting as a consultant for the CSPL for the next 6 months (see item 4.h. below).

**2. Minutes from Previous Meeting**

**a. Meeting held on 15 September 2025**

Members reviewed the minutes of the meeting held on 15 September 2025 and they were approved with no changes. The Secretariat will upload to the CSPL website.

**3. New Business**

**a. Regulation of Board Appointment Procedures**

The Secretariat advised that this matter arose from a whistle-blower complaint submitted to the Commission which was subsequently referred to the Ombudsman relating to allegations of poor board performance and concerns about governance. The same topic was raised independently, but around the same time as the complaint was received, during a lunch meeting with the Governor on 29 September. Details of the complaint were anonymised to protect the identity of the complainant since it was ultimately determined the Ombudsman was better positioned to address the complaint.

The Chairman confirmed that the complaint is properly within the Ombudsman's remit. However, if the Commission wished to address the larger issue of board governance in general the Commission could consider a two-step approach—first, to issue guidance on the procedures for the appointment of board members, and second, to recommend procedures for evaluating board performance. Implementing the second step may require an amendment to the Standards in Public Life (SPL) Act.

Members discussed how to establish best practices for board governance and agreed to revisit the matter once the consultant's recommendations on legislative amendments are finalised.

**b. Article on PlanCayman Tribunal**

The Research Analyst provided a synopsis of the recent Cayman News Service article titled [PlanCayman Tribunal Process Lacks Transparency](#). The Commission considered whether it would write to the newly-appointed Development Plan Tribunal (DPT) to recommend that they submit declarations to the Register of Interests. It was agreed that the Secretariat would draft correspondence accordingly for the Chairperson to review.

**4. Matters Arising from Previous Minutes**

**a. Update: Parliamentary Code of Conduct**

Members were advised that the Speaker of Parliament has expressed interest in spearheading development of the Parliamentary Code of Conduct, and is actively doing so. The Parliamentary Code of Conduct has also been included as an objective in the recently released CIG [Strategic Policy Statement 2026-2028](#).

The Commission agreed on the importance of maintaining momentum on this issue and asked the Secretariat to continue to follow up with the relevant entities to ensure progress is being made.

**b. PR & Education Initiatives**

The Manager presented initial thoughts on the Commission's Governance Campaign, emphasising a long-term strategic approach that syncs with other projects, such as the legislative amendments, and annual Register of Interests (ROI) declaration process.

Ideas discussed included hosting town hall meetings, utilising talk shows/media segments (television and radio), issuing public service announcements, social media campaigns, and a press conference. The Secretariat aims to finalise the media plan by November 2025, involving both the Premier and the Chairman, with implementation leading into the annual ROI campaign period in July 2026.

Members discussed and suggested including concise, social media-friendly shareable information, and ensuring consistent messaging. The Manager will circulate the draft

media plan to members within three weeks.

**c. Election Reform**

The Secretariat advised that the Supervisor of Elections recently responded with his availability to meet. The Chairman along with Members Diana Deopersad and Tonicia Williams had volunteered to participate. The Secretariat will revert to the Supervisor to confirm a meeting with the Commission for Monday, 20 October at 11:00 a.m. to discuss election reform initiatives and how the CSPL can assist.

The presentation being delivered to Parliament on 22 October will subsequently be updated to reflect outcomes of discussions with Mr. Howell.

**d. Draft MOU with Office of the Auditor General**

Members were updated on ongoing correspondence with the Office of the Auditor General (OAG) regarding an MOU between the CSPL and OAG. The possibility of establishing an information-sharing protocol in place of a formal MOU was discussed, should the OAG express reservations about a full MOU agreement.

Ms Winspear noted that addressing existing legislative gaps will help facilitate smoother collaboration between the two entities in the long term. Ms Winspear noted that she has a scheduled meeting with the Auditor General on Friday, 17 October. Members agreed that Ms Winspear could raise the MOU in her meeting with the Auditor General which would negate the need for CSPL members to meet with him.

**e. Register of Interests Update**

**i. Update on compliance follow-ups**

Compliance efforts are ongoing. The Research Analyst noted that she plans to send the Chairman an updated list of the remaining outstanding high-priority declarants from the 2023-2024 period for follow-up.

**ii. Declaration Guidance Notes**

Ms Winspear was updated on the concerns relating the ROI Guidance Notes, and agreed to take this on as part of her review of the ROI procedures.

**iii. Civil Debt Recovery Procedure**

Members discussed the legal advice recently circulated regarding recovery of civil debts for non-compliance with ROI requirements. The Chairman requested that enforcement of fines proceed to the next steps.

The current list of outstanding declarants will be sent to the Chairman for direct follow-up, as noted above. The Commission also discussed developing an escalation procedure with clear timelines and possible public notification of

ongoing non-compliance. The Secretariat will action this accordingly, providing a draft for members' review in advance of the next meeting.

**f. Complaints/Enquiries**

**i. CSPL COMP 001/2023**

Members were updated on the response received from the third party and agreed that the Secretariat would write to them requesting copies of relevant policies, as well as additional updates on the subject at hand. The Secretariat will draft the correspondence for the Chairman's approval.

**ii. CSPL COMP 001/2025**

Members were updated on the letter issued to the public entity involved and noted their acknowledgement and that a substantive response is expected by 9 November 2025. If a response is not received by that date the Secretariat will proceed according to the escalation procedure for correspondence.

**g. Draft 28<sup>th</sup> Report**

The Secretariat did not have a draft of the 28th Annual Report completed, however, will aim to provide it for review at the next meeting scheduled for 25 November 2025.

**h. CSPL Consultant**

At the beginning of the meeting the Manager introduced Ms Sue Winspear, who will serve as a consultant to the Commission for a six-month period. Ms Winspear provided a brief background, noting her tenure as the most recent Auditor General and her experience in the public service, including during the initial implementation of the Standards in Public Life Act. She will remain in the Cayman Islands for one week before continuing her work remotely from the United Kingdom. Members welcomed Ms. Winspear to the team.

Ms Winspear further confirmed that her first deliverables will be available prior to the next meeting. She plans to attend the November meeting via Zoom to present her findings.

Members agreed that the meeting time should be rescheduled to 1:00 – 4:00 pm to allow additional time to accommodate the presentation. The Secretariat will update the calendar invitation accordingly.

**i. Legislative Amendments - SPLA**

It was noted that a review of the Standards in Public Life Act was one of Ms Winspear's deliverables, and members would receive the review at the November meeting.

**j. Post-Election Seminar Presentation to Parliament**

The Secretariat advised that the CSPL's Post-Election Seminar PowerPoint Presentation

has been updated based on members' feedback at the last meeting. Further updates would be made based on Monday's meeting with the Supervisor of Elections.

**k. Policies & Procedures Update**

The Secretariat advised that this document would be re-circulated to the Chairman for his review.

**5. Any Other Business**

**a. Media/Press Trawl**

The Chairman suggested setting up an automated media/press trawl to be notified of news stories related to CSPL's remit. The Secretariat is working on this and will update the Commission accordingly. Further, the idea of exploring strategies to strengthen relationships with media representatives to increase awareness of the Commission's work and improve early access to relevant public information was discussed.

**b. Secretariat Staffing Update**

The Manager provided a brief update on staffing matters, including considerations for a potential replacement for the Deputy Manager position.

**6. Action Items**

**The Secretariat will:**

- a. Upload the approved minutes to the website, per item 2.a. above;
- b. Revisit the issue of regulation of board appointment procedures, per item 3.a. above;
- c. Draft correspondence to PlanCayman Tribunal, per item 3.b. above;
- d. Continue to follow up on the Parliamentary Code of Conduct, per item 4.a. above;
- e. Circulate a draft media plan for the CSPL Governance Campaign, per item 4.b. above;
- f. Confirm the meeting with the Supervisor of Elections, per item 4.c. above;
- g. Update the presentation to Parliament, per item 4.c. above;
- h. Await an update from Ms Winspear on the MOU with the OAG, per item 4.d. above;
- i. Send the Chairman an updated list of outstanding declarants, per item 4.e.i. above;
- j. Develop an escalation procedure for following up with non-compliant declarants, per item 4.e.iii. above;
- k. Draft correspondence for CSPL COMP 001/2023, per item 4.f.i. above;
- l. Follow up with CSPL COMP 001/2025 as necessary, per item 4.f.ii. above;
- m. Provide the draft 28<sup>th</sup> Report for review at the next meeting, per item 4.g. above;
- n. Incorporate deliverables from Ms Winspear's review in advance of the next meeting, per item 4.h. above;
- o. Update the calendar invitation for the November meeting, per item 4.h. above; and
- p. Re-circulate the Policies and Procedures document for the Chairman's review, per item 4.k. above.

**7. Items to be Discussed at the Next Meetings**

- a. Parliamentary Code of Conduct
- b. PR & Education Initiatives
- c. Election Reform
- d. Draft MOU with Auditor General
- e. Register of Interests Update
- f. Complaints / Enquiries
- g. Draft 28<sup>th</sup> Report
- h. Legislative Amendments – SPLA
- i. Post-Election Seminar Presentation to Parliament
- j. Policies & Procedures Update
- k. PlanCayman Tribunal

**8. Next Meeting**

The next meeting is scheduled for 25 November 2025 at 1:00 pm.

**9. Adjournment**

The meeting adjourned at 3:47 pm.



---

**Woodrow Foster**

**CHAIRPERSON**

**COMMISSION FOR STANDARDS IN PUBLIC LIFE**