

**MINUTES**  
**3<sup>rd</sup> MEETING OF 2011**  
**THE ANTI-CORRUPTION COMMISSION**  
**30 AUGUST, 2011**  
**CONFERENCE ROOM**  
**COMMISSIONS SECRETARIAT**

**COMMISSION MEMBERS PRESENT:**

Commissioner of Police David Baines	Chairman
Auditor General Alastair Swarbrick	Member
Sir Peter Allen	Member
Leonard Ebanks	Member

**APOLOGIES:** Complaints Commissioner Nicola Williams                      Member

**ANTI-CORRUPTION UNIT MEMBERS PRESENT:**

Richard Oliver	Detective Inspector
----------------	---------------------

**LEGAL STAFF PRESENT:**

John Masters	Senior Crown Counsel
--------------	----------------------

**SECRETARIAT MEMBERS PRESENT:**

Deborah Bodden	Manager, Commissions Secretariat
----------------	----------------------------------

**1. Meeting called to order**

The meeting was called to order at 9:04 am.

**2. Confirmation of previous minutes**

The minutes of the 31 May, 2011 meeting were confirmed.

**3. Outstanding Business**  
**a. Annual Report**

The Annual Report of the Anti-Corruption Commission was forwarded to His Excellency the Governor and copied to the Honourable Deputy Governor and Honourable Attorney General on 10 August, 2011. This report covered the period 1 January, 2010 to 30 June, 2011.

**b. Online Training**

DFID has now responded to our request to participate in the online training offered on the Anti-Corruption Resource Centre website entitled "Essentials of Anti-Corruption". They have indicated that the course is intended for staff from the donor organisations and if they agree to someone else participating on a course, they have to cede one of their slots. As the course is currently oversubscribed, they are not able at present to give up one of their places but they have noted the Commission's interest and will let us know when a slot might become available. It was agreed the Commissioner would approach His Excellency the Governor to find out if the FCO could access a place for one of the Commission members.

### **c. Electronic Security Update**

D/I Oliver indicated that he had held preliminary discussions with the developer of the current operating system used by the RCIPS. The Chairman expressed concerns with utilizing this agency to build a new system at this time as the RCIPS is currently in the process of moving to a new system run by a different company. The Chairman asked D/I Oliver to query what the system would cost and how it would work with the movement to the new system. Two members of the ACC Unit were approved by the Commissioner to travel to Miami to engage in conversations with the systems developer.

### **d. Website**

The Website is now live and members were reminded to send any links, documents, etc that they would like to see added to the site to the Manager for uploading.

## **4. New Business**

### **a. First Report of the Scope Sub-Committee**

The Sub-Committee (consisting of John Masters and D/I Oliver) indicated that they have begun their work by dissecting the Anti-Corruption Commission Law (2009) and in doing so had made a draft list of responsibilities and powers of the various individuals listed in the law. Once this list is finalised they will conduct an assessment of anything that can be done to "close the gaps" in terms of the outstanding things the Commission must do. The list will seek to identify the areas in which the Commission are in compliance and areas where the Commission is not. It will also differentiate between those things the Commission, or the various individuals, "should do" or "must do" so that priority can be given to those things that the Commission "must do". The final draft of this list will be categorized and placed within a table with comments and a timeline. These exercises will allow them to create the protocol for the policies and procedures manual. In the interim it was agreed that John Masters, as Legal Counsel, to the Commission would write to His Excellency the Governor and the Honourable Attorney General indicating any areas that the Commission may have concerns about due to the lack of resources the Commission has faced since its inception.

## **5. Operational Update**

The Commission received a brief update from D/I Oliver on some ongoing investigations being conducted by the ACC Unit. The purpose of these updates is to provide the members with insight into the types of cases being handled by the ACC Unit and as a result the levels of workload they are experiencing and the resources necessary to handle such workloads. Specific details such as names, locations, dates, etc. are not discussed and not every case that is being investigated is mentioned.

## **6. Any Other Business**

### **a. Conference**

The Commissioner has been invited to give a presentation on how the Anti-Corruption Commission is working at the Cayman Islands Compliance Association Conference at the Westin Casuarina Resort on 12 September, 2011.

### **b. Auditor General**

Due to the similarities in mandates, the Chairman felt it was prudent to invite the Auditor General to give a formal outline of any concerns he has relating to complaints and/or investigations during each meeting of the ACC. The Auditor General accepted this invitation.

**7. Action List**

- a. Chairman to e-mail His Excellency the Governor re: online training opportunity;
- b. D/I Oliver will lead conversations with the systems developer regarding the electronic needs of the Commission and the Unit;
- c. The Scope Sub-Committee will continue their work as outlined above;
- d. John Masters will write to His Excellency the Governor and the Honourable Attorney General as indicted above; and
- e. The Commission will source a seal.

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

- a. Scope Sub-Committee's Second Report;
- b. Online Training Opportunity; and
- c. Electronic Security Update.

**9. Next Meeting**

The next meeting will be held on Tuesday, 29 November, 2011 at 9am.

**8. Adjournment**

The meeting was adjourned at 11:40am.



---

**David Baines**  
**CHAIRMAN**  
**ANTI-CORRUPTION COMMISSION**