

MINUTES
1st MEETING OF 2012
THE ANTI-CORRUPTION COMMISSION
28 FEBRUARY, 2012
CONFERENCE ROOM
GOVERNMENT ADMINISTRATION BUILDING

COMMISSION MEMBERS PRESENT:

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

APOLOGIES: N/A

ANTI-CORRUPTION UNIT MEMBERS PRESENT:

Richard Oliver	Detective Inspector
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SECRETARIAT MEMBERS PRESENT:

Deborah Boddan	Manager, Commissions Secretariat
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Also present was Legal Counsel for the Commission as assigned by the Director of Public Prosecutions.

1. **Meeting called to order**

The meeting was called to order at 9:05 am.

2. **Confirmation of previous minutes**

The minutes of the 29 November, 2011 meeting were confirmed.

3. **Matters Arising from the Previous Minutes**

a. **Chairman to write to His Excellency the Governor re: request to have the ACC legislation reviewed**

This has been completed and the Attorney General's Chambers have indicated that they are now reviewing the law for possible amendments which may be retrospective.

b. **D/I Oliver to continue to research the electronic needs of the Commission and the Unit**

The initial meeting has taken place however further exploration is needed to test the systems security and capability.

c. **Members will forward all expectations/requirements of the Legal Counsel to the Chairman and the Scope Sub-Committee will continue their work as outlined above**

This exercise has been completed and Legal Counsel has now been assigned to the Commission four days a week.

d. **Private Members Motion**

The Commission is still uncertain as to where the private members motion which sought to remove the Chairman and other Ex-Officio members from the Commission stands due to concerns about their overlapping remits.

4. **Presentation by Legal Counsel**

Legal Counsel provided members with a draft document containing proposed protocols and members are asked to provide feedback on these proposals as well as any other protocols they would wish to have enacted for the Commission.

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 included in a separate schedule due to security issues. Information shared with members is done so to ensure they are able to fully act in their capacity as an oversight body.

The Commission was informed that the Anti-Corruption Unit has received 38 complaints since its inception in 2010. The following statistics were provided based on that figure:

- 12 have no further action required or were completed at some other level
- 17 are pending further information/clarification and resources
- 1 has been transferred to a different entity to investigate
- 8 are currently under investigation

All OTRIX users now have a live warning that they must agree to prior to use of OTRIX which informs them of the reasons why they have been granted access and what the penalties are for misusing information retrieved from OTRIX. It is expected that this same warning will be placed on the Immigration Database so that staff there understand their obligations as well.

6. **Auditor General's Report**

The Auditor General provided a briefing of the concerns he is experiencing and investigating which relate to the Anti-Corruption Commission. It is noted that his office works closely with the Anti-Corruption Unit in some instances.

7. **Any Other Business**

a. ACC Pamphlet

The Manager indicated that copies of the ACC Pamphlet were distributed to the new Chief Officers during their orientation training. The Commission confirmed they would like the Secretariat to investigate the possibility of stuffing each Government official's pay slip with one of these pamphlets. The Secretariat will also print copies of the pamphlet to display and to have on hand for members of the public.

b. Online Education Opportunity

The Manager and a member of the Anti-Corruption Unit met with the staff of the Civil Service College to discuss creating an online programme which would be mandatory for public officials to complete. The CSC provided the team with some information previously secured from the Attorney General's Chambers a few years ago. The team is currently reviewing that material and will update the Commission at the next meeting.

c. Reporting Form

Legal Counsel indicated that the ACC may wish to consider a simpler reporting form for members of the public to utilise and provided some options for the Commission to consider. Further it was questioned whether the website had the capabilities to accept completed reporting forms but at this time it does not. They can however be e-mailed in to the general e-mail address of the Commission.

d. Commission Meetings

It has been agreed that the Commission will have monthly meetings in order that members receive the appropriate operational updates.

8. Action List

Members are to:

- a. review the draft protocols and provide feedback to the Legal Counsel; and
- b. review the reporting form to suggest changes.

The Secretariat will:

- a. investigate the possibility of placing within each Government official's pay slip an ACC pamphlet; and
- b. The team will review the educational material as designed by the CSC.

9. Items to be Discussed at the Next Meeting

- a. Update on review of ACC Legislation;
- b. Electronic Security Needs;
- c. Draft Protocols;
- d. PR for Commission;
- e. Online Education Programme; and
- f. Reporting Form

10. Next Meeting

The next meeting will be held on Tuesday, 27 March, 2012 at 9am.

11. Adjournment

The meeting was adjourned at 11:55am.



David Baines
CHAIRMAN
ANTI-CORRUPTION COMMISSION