

**MINUTES
6th MEETING OF 2012
THE ANTI-CORRUPTION COMMISSION
28 AUGUST, 2012
CONFERENCE ROOM, COMMISSIONS SECRETARIAT**

COMMISSION MEMBERS PRESENT:

Commissioner of Police David Baines	Chairman
Sir Peter Allen	Member
Leonard Ebanks	Member
Complaints Commissioner Nicola Williams	Member

APOLOGIES: Auditor General Alastair Swarbrick Member

ANTI-CORRUPTION UNIT MEMBERS PRESENT:

Richard Oliver	Detective Inspector
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SECRETARIAT MEMBERS PRESENT:

Deborah Bodden	Manager
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Apologies were given by the Legal Counsel for the Commission as assigned by the Director of Public Prosecutions.

Meeting called to order

The meeting was called to order at 10:13am.

1. Confirmation of previous minutes

The minutes of the 26 June, 2012 meeting were confirmed. It was noted that due to extenuating circumstances there were not enough members present at the meeting of the Commission held on 31 July, 2012 to constitute a quorum and as such no official meeting was held, however an operational update was provided to those members in attendance (Alastair Swarbrick and Sir Peter Allen). At that time members were informed that since inception (1st Jan. 2010) there have been 53 complaints registered by the ACC of which

- a. 20 are 'pending' awaiting further or sufficient information which may make it appropriate to make further investigations;
- b. 20 have been concluded;
- c. 3 have been transferred to other investigative units for action; and
- d. 10 are under current active investigation.

2. Legal Counsel's Report

a. Update on Amendments to ACC Legislation

At the last meeting the Chairman agreed to write the Governor as he oversees the Commissions as a whole and ask him to liaise with the Attorney General to expedite this issue. As a result the Chairman has a meeting with the Attorney General in which they will be discussing all of the necessary changes to the law.

b. Adoption of the Draft Protocols

This item was deferred until the next meeting as the Legal Counsel was not in attendance.

3. **Matters Arising from Previous Minutes**

a. Online Training Programme and DVD Training Programme

The Secretariat requested a copy of the DVD from the Deputy Governor for the Chairman to review. The Secretariat has still not received a copy of the DVD however the Chairman has been briefed on the contents and has indicated that it does not satisfactorily cover the topics the Commission would like to see civil servants educated on regarding the anti-corruption law.

The Secretariat has also been working with the ACC Unit to develop two online training programmes (one for lower level staff and one for management). Those will be forwarded to the Chairman for his review and decision as to whether they will be released by the Commission or whether they will be presented to the Head of the Civil Service for release to all public officials.

b. Funding for Electronic Resources

At the last meeting the Chairman agreed to follow up on the need for funding for this necessary resource with His Excellency the Governor. An opportunity to funding is being considered and will be confirmed within the next few weeks. Separately, the Unit has also been following up with another arm of the RCIPS to be able to use their software as there is no funding for the Unit to purchase their own.

c. Updated Reporting Form

The Secretariat made the changes to the form as requested by the Legal Counsel and as agreed by the Unit. The draft form is now with the Legal Counsel for their final approval prior to sending it out to all members for review.

d. Distribution of First Edition of the Best Practices Newsletter

The first edition of the newsletter was released on 3 July, 2012 with an advance copy submitted to His Excellency the Governor and the Deputy Governor on 29 June, 2012. The newsletter was distributed via CS Messages with a cover letter explaining its purpose. The Deputy Governor raised the issue in his Chief Officer meeting of 9 July, 2012 and asked Chief Officers to ensure all public officials were familiar with its contents. The newsletter will be released quarterly as agreed at the previous meeting. The second edition will be released on 1 October, 2012.

e. Public Release on the Referendum

It was previously agreed that the Commission would release a statement on corruption during the referendum however it was later agreed with the Governor's Office that the Election's Office would instead make a release.

f. Update on Website Capabilities

The Secretariat and the Unit have been working with the Computer Services Department to ascertain whether the ACC website can be updated to include a reporting form which can be completed and submitted online. It appears there are some features for this to happen however there are concerns regarding the security of the information which are being addressed. An update will be provided at the next meeting.

g. Submission of the Annual Report

The Annual Report was submitted to the Honourable Deputy Governor and Honourable Attorney General on 4 July, 2012. The report was copied to His Excellency the Governor. Once the Deputy Governor and Attorney General lay their report in the House the report of the ACC shall become a public document and placed on the Commission's website.

4. **New Business**

Emerging Trends Newsletter # 2 – 1 October, 2012

The Chairman had previously been forwarded a copy of Newsletter # 2 for his approval and copies have now been provided for all members for feedback at the next meeting prior to its distribution.

5. **Operational Update**

The Commission received an update from D/I Oliver on the 10 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 since inception (1st Jan. 2010) there have been 53 complaints registered by the ACC (1 of which has been received within the current reporting period 1 July, 2012 – 30 June, 2013), of which:

- a. 20 are 'pending' awaiting further or sufficient information which may make it appropriate to make further investigations;
- b. 20 have been concluded;
- c. 3 have been transferred to other investigative units for action; and
- d. 10 are under current active investigation.

6. **Auditor General's Report**

The Auditor General was not in attendance at this meeting and thus this item was deferred for the next meeting.

7. **Any Other Business**

There was no other business for discussion.

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

- a. Update on ACC Legislation
- b. Adoption of Draft Protocols
- c. Online Training Programmes
- d. Funding for Electronic Resources
- e. Updated Reporting Form
- f. Amendments of Newsletter # 2
- g. Update on Website Capabilities

9. **Action Items**

- a. The Chairman will meet with the Honourable Attorney General to discuss the changes to the law;
- b. Legal Counsel will be asked to have the Draft Protocols formalised for the next meeting;
- c. The Secretariat will forward the online training programmes to the Chairman for his approval;
- d. The Chairman and Unit will continue to follow up with their attempts to gain funding and other options for electronic funding;
- e. Legal Counsel will be asked to have the Reporting Form updated for distribution to all members in advance of the next meeting;
- f. The Secretariat will continue to work with the Unit and CSD to update website capabilities; and
- g. Members will review Newsletter # 2 to be able to give feedback at the next meeting.

10. **Next Meeting**

The next meeting will take place on Tuesday, 25 September, 2012 at 10am.

11. **Adjournment**
The meeting was adjourned at 11:35am.



David Baines
CHAIRMAN
ANTI-CORRUPTION COMMISSION