

**MINUTES**  
**5<sup>th</sup> MEETING OF THE HUMAN RIGHTS COMMISSION**  
**4 MAY, 2010**  
**CONFERENCE ROOM**  
**COMMISSIONS SECRETARIAT**

<b>PRESENT:</b>	Richard Coles Alistair Walters Sara Collins Rev. Nicholas Sykes Deborah Bodden Jason Webster Laura Jackson	Chairman Member Member Member Manager, Commissions Secretariat Analyst, Commissions Secretariat Analyst, Commission Secretariat
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**APOLOGIES:** Catherine Frazier Member

**1. Meeting called to order**

The meeting was called to order at 3:35 p.m.

**2. Confirmation of previous minutes**

The minutes of the April 7, 2010 meeting were approved by the Commission, pending the labeling of complaints received by the HRC in numerical order for reference.

**3. Business brought forward from previous meeting**

**a. Meeting with the Complaints Commissioner on April 13 2010**

The Chair updated the Commission members on the outcome of this meeting. The overall theme of the meeting was to gain an understanding of the role of the Complaints Commissioner and how it differs (and may be similar to) the role of the HRC in relation to accepting complaints. There were no follow up items for consideration.

**b. Meeting with the Electoral Boundaries Commission on April 22 2010.**

The Chair updated the Commission members whom were not in attendance on the outcome of this meeting. The overall theme of the meeting was to discuss the role of the two commissions in terms of upholding human rights. There were no follow up items for consideration.

**4. New Business**

**a. Policies and Procedures Manual**

- i. Draft copies of this document were circulated prior to the meeting for review and members were asked to provide comments for discussion. The Chair took the Commission through the document, allowing for consensus in all changes and/or amendments made in the meeting.
- ii. The document was approved following the Secretariat applying the said changes.

## **b. Terms of Appointment**

- i. The Commission agreed that three members would serve four year sentences and the remaining two members would serve three year sentences with the option for renewal of appointment terms.
- ii. Commission terms of appointments are as follows:  
3 year terms: Alistair Walters and Cathy Frazier.  
4 year terms: Richard Coles, Sara Collins and Reverend Nicolas Sykes.

## **c. Training for conciliation and mediation of human rights complaints**

- i. Following the Commission's request for training in mediation and conciliation protocols and procedures for dealing with human rights complaints, the Secretariat carried out research of HRC's in other jurisdictions and contacted the Australian Human Rights Commission, Scottish Human Rights Commission, UK Equality and Human Rights Commission, Irish Human Rights Commission and Ms. Clair De Than (UK Human Rights Law expert) to ascertain training opportunities in mediation and conciliation of human rights complaints.

## **d. Meeting with the Constitutional Commission**

- i. The HRC has accepted an invitation to meet with the Constitutional Commission on June 11 2010 to discuss the work of the Constitutional Commission and identify any concerns the HRC may have about the 2009 Constitution or any suggested changes they would like to see moving forward.

## **e. HRC website**

- i. The Secretariat took the Commission through the completed HRC website, reviewing all form and content.
- ii. The website was approved pending the minor changes identified.
- iii. The Secretariat was tasked with preparing a press release once the website is up and running and accessible to the public.

## **5. Any Other Business**

### **a. Update on response to Draft Police Bill 2010**

The Secretariat was tasked with research to assist the HRC in providing a response to the Cabinet Office regarding the new draft Police Bill 2010 by the April 30 2010. This was completed and approved by the HRC for submission by the relevant date.

### **b. Update on HRC Pamphlet, Poster and Educational Materials**

Meetings continue to take place with GIS to discuss and work on the creation of these items.

### **c. Update on the Commonwealth Foundation 'Challenge Fund'**

- i. The Secretariat provided further information regarding the guidelines for the submission of the proposal funding on June 30 2010.
- ii. They recommended to the Commission that consideration be given to apply to use this funding for ascertaining mediation and conciliation training for the Commission members or to allow for travel to a Human Rights Commission in another jurisdiction that could provide a guidance and informative model for the HRC.

## **6. Items to be discussed at the next meeting**

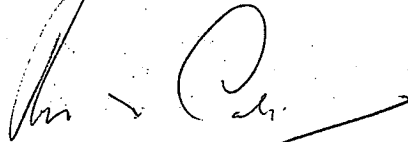
- i. Members were asked to begin identifying breaches of and any issues/concerns related to human rights presently occurring in the Cayman Islands which they feel the HRC should actively investigate and report on.
- ii. Activities/ focus for HRC's participation in the Secretariat's Constitution week activities.

**7. Next Meeting**

The next meeting will be held on Wednesday 2 June, 2010 @ 3:30pm in the Commissions Secretariat Boardroom.

**8. Adjournment.**

The meeting was adjourned at 5:30pm



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**Mr. Richard Coles**  
**CHAIRMAN**  
**HUMAN RIGHTS COMMISSION**