



# Ethics Strategic Committee

## 02 October 2014

### MINUTES

1. The meeting began with welcoming Anthony to the Strategic Committee, and introductions
2. General Assembly run-through:
  - a. Dominique's welcome
    - i. Dominique would like to be able to nominate one or two members for each country to liaise with local chapters and spread the Society's messages in their country
  - b. Arthur – overview and voting
    - i. Arthur showed some slides about the Society's history targeted at guests and new members
  - c. Pascale - financials and structure
    - i. financial position is looking healthy
    - ii. discussion of coverage for Asia Pacific, e.g. could Roeland's colleague (Abbas) take on the liaison role?
    - iii. Arthur or Pascale to say some words about the Gabor Danielfy scholarship during this part of the General Assembly – there will be two recipients for the November 2014 session as we launched it too late to attract a recipient for the June session
  - d. Sue – website
    - i. There will be at least four levels of "membership" available on our new website, including free Guest; Member; Working Group member; and Strategic Committee member, with each successive level of "membership" having access to everything at the previous level(s)
    - ii. Guests will have access to limited content (that available from external sources rather than content developed by our members)
    - iii. Sue suggested that we should review the Guests regularly to see who we might want to invite to become full members; we may need to make a data privacy declaration to enable us to do this:
      1. **Action: Olivier** to check the position and work through what (if anything) we need to put in place, e.g. a disclaimer on the website
    - iv. Country chapters could become another level between Members and Working Group members, or they could be the same level as Working Group members
      1. **Action: Sue** to purchase the upgrade of the Membership software to "Professional", which will expand the number of levels we can use, and also add some other features that we might want to make use of - **done**
  - e. Eva – Competency Model
    - i. Slides 3 and 4 were swapped in Eva's presentation
  - f. Dominique & Isaure – Education Contribution
    - i. During 2015 a 3-day course will be offered with a full week Diploma being available during 2016
  - g. Cécile – Best Practice Sharing

- i. No suggested changes to Cécile's slides
3. The date for the 2015 General Assembly was agreed as Thursday 08 October, in Paris again
4. **Action: Sue** to set up a survey following the General Assembly to discover what worked well and what did not work so well this year - **done**
5. Dave initiated a discussion about the Society's commitments to presentations and conference sponsorship with particular reference to how many such commitments we have undertaken and how these can be resourced in the future; this was a particularly appropriate discussion given the recent PCF congress in Shanghai which we had difficulty resourcing; it was agreed that we need to keep a log of all such commitments and ensure in advance that we know who will fulfil the commitment plus at least one back-up
  - a. **Action: Dave** agreed to manage the list of commitments and resources
6. A discussion of how members can get more out of their membership of the Society elicited the following suggestions:
  - a. Make more information available on the website (for members)
    - i. **Action: Sue** to release Members' Area updates to Strategic Committee in advance of members to find any problems before the wider release
  - b. More face to face contact between junior and senior Compliance & Ethics Officers to help juniors to grow into the role
  - c. Mentoring Programme
  - d. Support for people staying in these roles rather than becoming frustrated and moving on to something else
  - e. Help to deal with the overlaps / gaps between our roles and other functions (e.g. internal audit, legal, risk management, governance) and also to understand the interactions
  - f. We also discussed how to turn these suggestions into concrete offerings for members and thought it would be worth inviting Olivier Chatudeau to the next Strategic Committee meeting as he is a consultant who helped a membership society for lawyers to define themselves
    - i. **Action: Dominique or Arthur** to invite Olivier
  - g. We could issue a quarterly newsletter (previously discussed and agreed, but not followed through)
    - i. **Action: Sue** to request content from members / Strategic Committee members
  - h. Webinars, perhaps with the next one focussing on the Competency model
  - i. Breakfast meetings
  - j. We also need to ensure that all working groups are making good progress, especially by ensuring that they have regular meetings
    - i. **Action: Sue** to ensure that each working group meets at least quarterly
7. We agreed to plan ahead for next year:
  - a. Next Strategic Committee meeting will take place in Paris (with as many joining face to face as possible) on 15 Jan 2015, 11am-2pm CET – meeting invitation sent
  - b. Then 27 Mar 2015 by teleconference 1-4pm CET – meeting invitation sent
  - c. And another around the PCF conference in Brussels, which takes place from 11-13 May (again, with as many joining face to face as possible) – timing to be confirmed