
COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

MEETING AGENDA

Date and Time: Friday, November 4, 2011 1:00pm – 2:00pm

Location: Executive Boardroom, 3rd fl, 910 Government Street

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Code: s.17 s.17

1. Welcome/Purpose of today's meeting - Doug (5 minutes)
2. Introductions - ALL (5 minutes)
3. Background/Context – Lisa (attachment) (20 minutes)
4. Discussion/ALL (30 minutes)

COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

MEETING AGENDA

Date and Time: Wednesday, November 9, 2011 9:00am – 12:00 pm

Location: Executive Boardroom, 5th fl, 910 Government Street

1. Welcome/Purpose of today's meeting – Doug Scott (5 minutes)
2. Introductions to our respective C&E areas - ALL (5 minutes each/2 hours)
Each C&E unit will present:
 - Mandate and general make up (SPC status, etc.)
 - Top 3 challenges/issues faced by unit
 - Integrated teams the unit is involved with
3. Discussion/ALL (30 minutes)
 - Opportunities for the C&E working group initiative

COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

MEETING AGENDA

Date and Time: Monday, December 5th, 2011 1:00pm– 4:00 pm

Location: Executive Boardroom, 5th fl, 910 Government Street

1. Welcome/Purpose of today's meeting – Doug Scott (5 minutes)
2. Introductions to our respective C&E areas - ALL (5 minutes each)
Each C&E unit will present:
 - Mandate and general make up (SPC status, etc.)
 - Top 3 challenges/issues faced by unit
 - Integrated teams/partnerships the unit is involved with
3. Discussion/ALL (30 – 60 minutes)
 - Opportunities for the C&E working group initiative

COMPLIANCE & ENFORCEMENT INITIATIVE WORKING GROUP

MARCH 9TH STRATEGIC PLANNING SESSION SUMMARY

The day was started with small group discussions on common risks and opportunities. The groups then prioritized their identified risks and opportunities into their top 3 and reported back these to the larger group.

These risks and opportunities were then consolidated into broader strategic priorities/objectives:

- Joint collaboration to enhance information sharing and the creation of a skills and assets inventory
- A corporate secretariat to focus on policy driven issues such as legislation to increase fine amounts and a formal shared platform for case management
- Fraud and risk – to address opportunities such as a whistle blower program and additional revenue through preventing and collecting on loss
- A training strategy to address opportunities such as cross training, justice institute offerings and succession management

The larger group then set short term goals (12 months) of **enhancing information sharing** and creating a **skills and assets inventory** for the compliance and enforcement sector and a long term goal of setting up a **corporate secretariat** to address larger issues such as a shared platform for case management and changes to legislation such as fine amounts.

Next Steps

Two working groups were set up to enhance information sharing and create a skills inventory

GPEB's ADM office will develop a business case for the creation of a compliance and enforcement secretariat with input from the larger group

The larger group will meet quarterly –one formal all day meetings and two informal 2 hour meetings

Time	Activity
8:30 – 9:00	Welcome and Coffee
9:00 – 9:30	Welcome by Chair, ADM Douglas S. Scott
9:30 – 9:45	Introductions Each representative has 15 seconds to introduce themselves
9:45 – 10:45	1. FIND COMMON GROUND - What opportunities and risks do you see facing your group? - What are our common opportunities and risks?
10:45 – 11:00	BREAK
11:00 – 11:30	2. DECIDE ON TOP 3 OPPORTUNITIES AND RISKS - Identify the group's top 3 strategic priorities - By focussing on these priorities, what could we accomplish? Groups report out on top 3
12:00 – 12:45	LUNCH
12:45 – 1:15	3. DETERMINE #1 PRIORITY Vote for top strategic priority (larger group)
1:15 – 2:00	4. CREATE A STRATEGY TO ADDRESS #1 PRIORITY What should we do to effectively address this strategic priority?
2:00 to 2:20	BREAK
2:20 – 3:20	5. DECIDE ON THE BEST APPROACH FOR IMPLEMENTATION How do we implement the strategy?
3:20 – 4:00	Next Steps, Douglas S. Scott