MINUTES OF THE 8th MEETING OF THE CPA SCOTLAND BRANCH EXECUTIVE COMMITTEE WHICH WAS HELD ON WEDNESDAY 25 APRIL 2012 AT 12.45PM IN ROOM Q1.04

Present: Margaret Mitchell MSP
Tavish Scott MSP
Sandra White MSP (Chair)
Margaret Neal (Secretary)

In attendance: Sarah Boyack MSP
Stephen Herbert, UKIRO

1. Apologies
Apologies were received from Patricia Ferguson MSP. Apologies were also received from David Stewart MSP who was due to present to the BEC on his participation at a conference in South Africa. David Stewart also indicated that he would now present to the BEC at the next meeting.

2. Minutes of the previous meeting held on 28 March 2012
The minutes were agreed.

3. Matters arising from the minutes
There were no matters arising from the minutes.

4. Conference feedback from Sarah Boyack MSP
Sarah provided an extensive and informative account of her participation at the United Nations Development Programme conference on Climate Change held in Dhaka, Bangladesh. The main points of her presentation to the BEC were as follows:

- Sarah Boyack was the only person from the United Kingdom to attend the conference.
- The conference started with a speech by the Prime Minister of Bangladesh which was covered live on Bangladeshi TV. The coverage the conference received reflected the importance of Climate Change as an issue in
Bangladesh (25% of the Bangladesh landmass is due to disappear as a result of Climate Change).

- The conference provided opportunities to network, share best practice and an opportunity to showcase Scotland during a case-study session presented by Sarah Boyack MSP.
- Sarah Boyack MSP spoke on the role of the executive and legislature in developing Climate Change legislation in Scotland. She shared a platform with Canadian, South African and Bangladeshi Parliamentarians.
- Sarah Boyack MSP highlighted that doing a presentation at the conference helped raise the profile of Scotland.
- Sarah Boyack MSP was interviewed, at the conference, by Bangladesh TV.
- Breakout sessions, at the conference, were well structured and informative.
- A Declaration was signed which Sarah Boyack MSP had a role in shaping the content of.
- An on-line network is being established as a result of the conference. Sarah Boyack MSP was nominated to be a member of the Steering Group set up to oversee the network. The United Nations Development Programme is funding the network.
- Sarah Boyack MSP linked her experiences at the conference into her work with the Bangladeshi community in her area.

There then followed a Q&A session with the Branch Executive Committee (BEC), with the main points being as follows:

- Sarah Boyack MSP offered to do a seminar, in the Parliament, on the work of the network once it has been launched.
- After discussion, it was agreed that action in this area, i.e. Climate Change, should be highlighted by the BEC through its activities wherever possible.
- It was further agreed that visits reports should be passed to interested parties, both within and outwith the Scottish Parliament, where appropriate.
- The BEC agreed that the Secretary should circulate the visit report to the CPA UK and devolved Branches, the CPA Secretariat, SPICe and the relevant Scottish Parliament Committees.
- Sarah Boyack MSP agreed to keep in touch with the BEC with regard to her work with the network.
- Sarah Boyack MSP undertook to send an e-mail around all MSPs once the network has been launched, raising awareness of its work and offering MSPs the opportunity to sign up to it.
- The BEC further agreed that it would be useful if Sarah Boyack MSP’s experience in Bangladesh could be highlighted at the CPA Scotland Branch Annual General Meeting (AGM), as an example of the type of work supported by the Branch.
- The BEC further agreed that this type of activity was a prime example of how CPA Scotland Branch could add value to the work of the Scottish
Parliament and re-stated that more activities of this type should be pursued.

- Sarah Boyack MSP advised that she intended to lodge a Motion for a Members’ Debate on the issues raised at the conference, on the same day as the CPA Scotland Branch AGM.
- A copy of the Minutes of the BEC meeting are to be sent to Sarah Boyack MSP once agreed.

5. **British Islands and Mediterranean Region Annual Conference June 2012**

Members discussed the programme and agreed that former Members of the Scottish Parliament and journalists should be approached to participate, in the media session, at the Conference. Members also undertook to advise the Secretary of other possible candidates to speak at the conference, should the preferred candidates decline the invitations.

6. **Forward Programme of Activities/Financial Paper**

Members agreed to send a delegate and an observer to the 58th Commonwealth Plenary Conference. The Secretary was asked to e-mail Members seeking applications to attend the 58th Commonwealth Plenary Conference in Sri Lanka which would take place from 10-15 September 2012.

It was also agreed that Sarah Boyack’s report about the Bangladesh conference should be provided to Members who attend future CPA conferences and seminars as an example of the type of visit report to submit.

Members agreed to wait until details on the Canada Regional Conference were known before deciding whether or not to send an observer. Once details were known the BEC agreed that a decision on whether to send a delegate, and if so to seek applications for the Conference, that business would be taken forward by e-mail.

7. **Engagement with Malawi**

The BEC agreed to write to Her Excellency, Joyce Banda, President of Malawi to congratulate her on becoming Head of State.

Patricia Ferguson agreed to contact Lord McConnell to ask for a situational report on Malawi, following his attendance at the funeral of the late Head of State, to inform future work of the BEC in relation to Malawi.

8. **Any Other Business**

Members noted the timescales in relation to arrangements for the AGM as follows:
• The AGM notice and nomination forms will be issued to all Branch Members by 30 May.
• Nominations must be returned 7 days in advance of the AGM which is 13 June.
• Items for the Agenda (7 days in advance of the AGM) – 13 June.
• Papers will be issued 7 days in advance of the meeting including the Annual Report and Forward Programme of activities.

9. Dates of next meetings

• Wednesday 30 May 2012: Room Q1.04, 12.45pm

• Annual General Meeting – Wednesday 20 June 2012: Committee Room 2, 1.00pm

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