TAP 2: Proposed Activities in 2012-13

Purpose

At the last meeting of the BEC, Members agreed, based on information available at that time that proposals for future activity should be developed for consideration at the next meeting of the Branch. Since the last meeting suggestions for future activity have been received from the National Assembly of Malawi (NAM). These are detailed at Annex A to this paper.

This paper proposes a range of activities based on the proposals set out in the NAM paper, taking into account current activities of the Branch and resource constraints, and seeks the views of Members in relation to the activities proposed below.

Proposed Approach

It is proposed that five main areas of activity are undertaken during 2012-13 in order to provide a platform from which to re-invigorate the TAP 2 agreement in future years. Each of these areas of activity are considered in turn below.

1. **Malawian Broadcasting and Radio Project** – The NAM are keen to develop their expertise in the area of broadcasting with a particular focus on utilising radio as a means of communicating with the wider populace. The Scottish Parliament does not have any experience of operating a dedicated Parliamentary radio station, however, there are officials within the Broadcasting Office who have a degree of expertise in this area. The NAM have requested a study visit, however, we would recommend that a more appropriate use of resources would be for a video-conference meeting to be arranged in which officials could begin exploratory discussions regarding the Malawian radio project. This will also act as a pilot of the video-conference facilities, in both Parliament's, with regard to the proposals outlined below for Parliamentary Pairs.

2. **Parliamentary Pairing Initiative** – As an initial means of refreshing the Parliamentary Pairing Initiative (PPI), it is suggested that a video-conference meeting is arranged to facilitate initial dialogue between pairs. It is advised by BIT, that the Parliament’s video-conference room can at most accommodate 8 participants at a time in this facility.
At present we have 10 Parliamentary pairs. Therefore it is suggested that two video-conference sessions should be held for Parliamentary pairs before the end of November.

3. **Intern Programme** – In 2011-12, the Scottish Parliament hosted two interns from the NAM for a one month period. It is proposed that the same approach is taken in 2012-13 with two Malawian interns being hosted here in March 2013. This will enable the interns to participate in the events surrounding Commonwealth Day and the David Livingstone bi-centenary.

4. **Inward visit by Malawian MP’s** – At the last meeting of the BEC, Members agreed that two Malawian MP’s, involved in the Parliamentary Pairing Initiative. It is proposed that this visit should also coincide with the events surrounding Commonwealth Day and the David Livingstone bi-centenary and be for five days in total.

5. **Outward visit by MSP’s to Malawi** – At the last meeting of the BEC, Members agreed that one MSP should visit Malawi to attend the David Livingstone bi-centenary events being organised by, amongst others, the British High Commission. Given the logistical issues which travel to, and within, Malawi can present and the recent political circumstances within Malawi it is considered that it would be more appropriate that two MSP’s, and a Parliamentary official, visit Malawi. Based around the activities suggested by NAM, it is proposed that workshops should be held in Malawi dealing with the following topics: 1) legislative scrutiny, 2) budget scrutiny and 3) leadership in Committees. All three workshops should mainstream consideration of gender issues. It is therefore proposed that when seeking nominations for the outward visit that Members be asked to demonstrate knowledge and expertise in these three areas. It is further proposed that Members of the PPI should be prioritised for participation in this outward visit subject to demonstrating expertise relating to the three areas outlined above.

Given the workshops which it is proposed to hold in Malawi, it is recommended that officials seek a Parliamentary official from either the Committee Office or the Chamber Office, with previous knowledge / experience of engagement with Malawi, to accompany MSP’s on this outward visit.

An outline draft programme for a six day outward visit to Malawi is proposed below:

**Day One**  
Arrival, briefing from the UK High Commissioner and initial meeting with Parliamentary Pairs

**Day Two**  
Attendance at David Livingstone Commemorative events
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Day Three  Workshops in the NAM
Day Four   Workshops in the NAM
Day Five   Visit to the Constituency of Parliamentary Pairs (if Pairs are selected)
Day Six    Departure

Decision

Members are invited to consider this paper and agree:

1. That a video-conference session involving NAM and Scottish Parliament officials to discuss Parliamentary radio services be arranged.

2. That two video-conference sessions involving Parliamentary Pairs be held before the end of November.

3. That two Malawian Interns from the NAM be invited to the Scottish Parliament for a one month period during March 2013.

4. That two Malawian MP’s be invited to visit the Scottish Parliament during March 2013 in order to coincide with the events surrounding Commonwealth Day and the David Livingstone bi-centenary.

5. That two MSP’s and one Parliamentary official visit Malawi during March 2013.

6. That during this outward visit that workshops are held in Malawi dealing with the topics of legislative scrutiny, budget scrutiny and leadership in Committees.

7. That priority should be given to Members of the PPI who can demonstrate knowledge / experience of the workshop topics.

8. That a Parliamentary official with knowledge / expertise of the workshop topics, and of Malawi, from within the Committee or Chamber Office be invited to accompany the MSP’s on this outward visit.

9. That Members consider the draft six day programme for the outward visit outlined above.

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The Scottish Parliament
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ANNEX A – PROPOSALS RECEIVED FROM THE NATIONAL ASSEMBLY OF MALAWI

TAP 2 TIMELINE AND ACTION PLAN: OCTOBER 2012 – MAY 2014

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<td>Study visit from Malawi on Broadcasting and Radio Project coordinator plus 2 official from NAM</td>
<td>Study visit on broadcasting of proceedings by Commissioners plus some members of Media committee and two officials</td>
<td>Practical workshop on Legislative Scrutiny for MPs in batches of at least 40 members.</td>
<td>Budget scrutiny and the Budget process workshop for MPs</td>
<td>Workshop on the Role of legal counsel in Parliament for Parliamentary officials</td>
<td>Workshop on Corporate matters to include: The corporate structure in the Scottish parliament and its challenges; financial management; physical assets management; monitoring and evaluation of the strategic plan and change management</td>
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<td>Assessment study visit by a Broadcasting Official from Scottish Parliament on Radio</td>
<td>Leadership in the committees workshop targeting general committee members to be held in Malawi</td>
<td>Budget and legislative scrutiny specifically for women caucus</td>
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<td>Project</td>
<td>Parliamentary Internship DCOP (PS), CE, Civic Education with their counterparts of Scottish Parliament</td>
<td>Parliamentary Internship for Publications and Broadcasting official, Audio Visual and Hansard officials with their counterparts in Scottish Parliament</td>
<td>Parliamentary Internship (Parliamentary Internship (Committee Officials and Policy and Planning official with their counterparts in the Scottish Parliament))</td>
<td>Parliamentary Internship (Table officials and official from corporate service with their counterparts in the Scottish Parliament)</td>
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<td>- Workshop on Procedural matters to include Table Clerkship; best practices procedure for handling subsidiary legislation; Financial procedure and House Rules: procedures for review and how Clerks can contribute to the process and</td>
<td>Workshop on basic legislative drafting for parliamentary officials from Table, Committee, Hansard and other relevant support staff</td>
<td>Tie in to ‘Understanding Your Parliament’ event through a workshop delivered at the Scottish Parliament for Malawian delegation MPs</td>
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## Agenda Item 4  
31 October 2012

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<th>Communication Strategy to include assistance with implementation</th>
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<td>- Workshop on Committee work to include: How to conduct committee inquiries; The committee system in the Scottish Parliament; Committee in the Scottish Parliament; Committee Budgets and Staff for Committees</td>
<td>- Workshop based on the Scottish experience to inform the NAM plan to facilitate Malawian Citizens engaging with Parliament.</td>
<td>- Continued Support to Malawi CPA Branch Activities Resource mobilization</td>
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