INVITATION TO ATTEND THE 10TH CPA CANADIAN PARLIAMENTARY SEMINAR, OTTAWA, 2-8 JUNE 2013

At the last meeting of the CPA Scotland Branch Executive Committee meeting which was held on Wednesday 27 February, it was agreed that the Secretary should write to CPA Canada Branch and apply for a place at the CPA Canadian Parliamentary Seminar to be held from Sunday 2 June to Saturday 8 June 2013 in Ottawa.

The Secretary of the Scotland Branch received confirmation on 2 April 2013 that the application to apply for a place had been successful.

The purpose of this paper is to:

- Advise the Branch Executive Committee that the deadline for registration for this Seminar is 30 April; and
- To ask the Members of the Branch Executive Committee to decide, given the current review of Branch activities, whether or not the Scotland Branch should send a delegate.
- Ask Members of the Branch Executive Committee to decide whether or not non-business class travel should be used on this occasion, if it is agreed to send a delegate.

Background

The CPA Canada Branch and the CPA Secretariat co-host the Canadian Parliamentary Seminar on an annual basis. CPA Canada Branch will host the 10th Seminar from 2-8 June 2013 in Ottawa.

The Canada Branch and the CPA Executive Committee see the Canadian Seminar as an excellent complement to the existing professional development programmes for parliamentarians and as a tool for sharing best practices throughout the Commonwealth. Twenty four places are available to CPA members and competition for these places is high. The Scotland Branch, in the past, has always applied for a place and has been successful on 3 previous occasions (2002, 2003 and 2008).

The allocation of the spaces available for the Seminar is based on representation from each of the 8 CPA regions with attention being given to achieving gender balance. The Seminar is designed to meet the needs of
newly elected members and/or backbench parliamentarians. The seminar is not suitable for Speakers or Chair occupants.

Programme

The theme for the Seminar will be: Strengthening Democracy and the Role of Parliamentarians: Challenges and Solutions. A draft programme is currently not available.

Funding

The Seminar is offered by the Canadian Branch and is funded jointly by the Branch and the CPA Secretariat. The Scotland Branch will be responsible for the cost of airfares to and from Ottawa. It is expected that the costs of airfare based on prices available as at 12 April are likely to be between £1,350 for a non-business class fare and £3,650 for travel by business class. The cost of accommodation and meals from noon, Sunday, June 2 until noon on the departure day, Saturday, June 8, 2013 will be covered by the host Branch.

It is likely that the overall cost to the Branch will also include an estimated sum of £150 to cover public transport / car parking and incidental expenses which may be incurred by the delegate.

Accompanying persons

The Seminar is for Members of Parliament only; spouses, family members, officials and/or staff cannot be accommodated.

Criteria for selection

Given the nature of this seminar, the Canada Branch has suggested that:

- Delegates be members who have not had an opportunity to participate in a similar program;
- Delegates should be newly elected Members/backbenchers; and
- Delegates should have no chairing roles within the parliamentary context.

At the time of writing this paper, the Scotland Branch has received no stipulation from the Canada Branch on gender selection.

Conclusion

As previously mentioned, Members of the Branch Executive Committee are asked to decide whether or not to send a delegate to this seminar. Furthermore, Members may wish to discuss and agree the criteria for selection. It is worth bearing in mind that the Scotland Branch did apply for a place, therefore there will be an expectation from the organisers that the Scotland Branch will send a delegate.
Agenda Item 3
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