CPA SCOTLAND BRANCH EXECUTIVE COMMITTEE

DRAFT MINUTES OF THE 3rd MEETING WHICH WAS HELD ON
WEDNESDAY 30 OCTOBER 2013 AT 12.45pm IN ROOM Q1.04

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

In attendance: Stephen Herbert, Senior Parliamentary Relations Officer
Claire Bennett, Assistant Parliamentary Relations Officer

1. **Apologies**

Apologies were received from Patricia Ferguson MSP and Margaret Neal, Secretary.

2. **Minutes of the previous meeting held on 25 September 2013**

The minutes of the previous meeting were agreed.

3. **59th Commonwealth Plenary Conference, South Africa: Feedback from Hugh Henry MSP**

Hugh Henry MSP did not attend the meeting and it was agreed to postpone this agenda item until the next meeting.

4. **Forward Programme of Activities**

The paper was agreed and the financial position noted. Members also agreed that if the funds from the CPA for the Commonwealth Women Parliamentarians (CWP) conference were confirmed that Members of the Branch Executive Committee should be notified.

5. **Commonwealth Women Parliamentarians Steering Group**

Patricia Ferguson MSP was not present at the meeting therefore this item was not discussed. This item is a standing item on the agenda and therefore would be considered at the next meeting of the Branch in November 2013.
6. Commonwealth Women Parliamentarians BIMR Conference

Members of the Branch Executive Committee considered a list of topics for possible inclusion in the conference programme. The topics which Members would like to see included in the conference programme, if possible, were as follows:

- Pre-selection and post-election challenges and opportunities
- The media representation of women in politics
- What can the CWP do to support the CPA Business Plan and the Commonwealth Charter

The committee also discussed that consideration could be given to developing a session on women politicians acting in a non-partisan manner in resolving difficult issues within a legislative setting.

It was agreed that whilst delegates should be selected on a first come first served basis, that a balance from across the legislatures of the BIMR should also be sought. Members were content with the hotels that had been provisionally booked.

7. CPA Scotland Branch 2013-14 interns programme

The study visit programme for the interns from the National Assembly of Malawi was noted. Members mentioned that it would be helpful if the interns were aware of events which were taking place in the Parliament in the evenings.

8. Role of the Special Envoy

This item was deferred to the next meeting of the Committee which would take place on 27 November 2013.

9. Any Other Business

The Branch Executive Committee agreed that Margaret Mitchell MSP would attend the dinner, hosted by a Deputy Presiding Officer, for the delegation from British Columbia on 7 November 2013. Other Members of the Branch Executive Committee undertook to check their availability. UKIRO officials were asked to contact Patricia Ferguson MSP to ascertain if a Member from the Labour Group would be available to attend.

It was also agreed that officials should ascertain whether Bruce Crawford MSP and Alex Fergusson MSP would be willing to visit Guyana, to speak on the topic of minority government, in February 2014.

10. Dates of next meetings

- Wed 27 November 2013 at 12.45pm in Room Q1.04
- Wed 18 December 2013 at 12.45pm in Room Q1.04
Agenda Item 2
27 November 2013

- Wed 29 January 2014 at 12.45pm in Room Q1.04
- Wed 26 February 2014 at 12.45pm in Room Q1.04
- Wed 26 March 2014 at 12.45pm in Room Q1.04

Margaret Neal
Secretary, CPA Scotland Branch
The Scottish Parliament
Email: margaret.neal@scottish.parliament.uk