CPA SCOTLAND BRANCH EXECUTIVE COMMITTEE

MINUTES OF THE 7th MEETING WHICH TOOK PLACE ON WEDNESDAY 26 MARCH 2014 AT 1.45pm IN ROOM Q1.04

Present: Patricia Ferguson MSP
Margaret Mitchell MSP
Tavish Scott MSP (Chair)

In attendance: Margaret Neal, Secretary
Stephen Herbert, Senior Parliamentary Relations Officer

1. Apologies

Apologies were received from Sandra White MSP.

2. Minutes of the previous meeting held on 26 February 2014

The minutes were approved.

3. Matters arising from the minutes

Minutes of the meeting for the meeting of 29 January 2014

The minutes of the meeting which took place on 29 January 2014 as amended were approved.

AWEPA

This matter was discussed under Item 9 on the agenda.

4. Forward Programme of Activities / Financial Paper

The Branch Executive Committee (BEC) agreed that Patricia Ferguson MSP should attend the Commonwealth Women Parliamentarians Steering Group meeting which would take place in October, in Yaoundé, Cameroon. Given that the next Chairperson will be elected in Yaoundé, for the period from October 2014 to October 2017, it was also agreed to send a delegate to this Conference to participate in the election process. In order to obtain value for money, providing costs were
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reasonable, it was further agreed that flexible air travel flights to attend the Commonwealth Parliamentary Conference should be booked as soon as possible.

It was also agreed that a delegate would be selected to attend the 25th Commonwealth Parliamentary Seminar in Tanzania.

It was also agreed that, if invited to do so, a small delegation should visit Malawi post 2014 tripartite elections to deliver post-election workshops to Members. The main points to emerge from this discussion were as follows:

a) Concerns were raised over the possible timing of the proposed visit. If the National Assembly invited CPA Scotland Branch to contribute to post-election work in June 2014 then every effort would be made to deliver. However it was generally agreed that a visit in October would be preferable.

b) It was agreed that a four day visit could be arranged in June 2014 with 3 days dedicated to delivering workshops and one day for meetings with individuals with links to Scotland.

c) It was agreed that a notice should not be issued to Members advertising this opportunity until fixed dates had been agreed.

d) There was a discussion concerning the selection process which included thoughts that Members selected to participate should not have visited Malawi, under the auspices of the CPA Scotland Branch, in the past. It was agreed that once dates for the visit were arranged, a notice should be sent to all Branch Members in the usual way.

e) It was noted that the accompanying official would be the Clerk/Chief Executive or another senior official.

The estimated positions at the end of the 2013/14 financial year and the 2014/15 financial year were discussed and noted.

5. Malawi: post-election outward visit June 2014

This item was discussed under item 4.

6. Commonwealth Women Parliamentarians Steering Group

Patricia Ferguson MSP reported that the British Islands and Mediterranean Region Commonwealth Women Parliamentarians Steering Committee had met prior to the start of the BIMR CWP Conference. The meeting had gone well and a logo for the newly established group had been agreed. It was noted that no Members of the CWP Steering Group had accepted invitations to attend the Conference. It was reported that the next meeting of the BIMR CWP Steering Committee would take place prior to the start of the BIMR Annual Conference in Cardiff with a further meeting scheduled to take place during the Commonwealth Plenary Conference (CPC) in Cameroon during October 2014, subject to Steering Committee members being selected by their Branches to attend the CPC. Members of the Branch Executive Committee were advised that a draft work plan for the BIMRCWP Steering
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Committee would be discussed at the next meeting in Cardiff. It was also noted that Gibraltar Branch were keen to host the next BIMR CWP Conference subject to approval from the Executive Committee of Gibraltar Branch.

Members were also pleased to note that there had been a level of interest about the Conference from others outwith the Scottish Parliament including messages of support and best wishes from CWP Steering Group Members.

It was noted that the CPA Secretariat had asked Patricia Ferguson MSP to write an article about the Inter-parliamentary Seminar on the 20th anniversary of the Beijing Declaration and Platform for Action which took place in Quebec City from 21 to 22 January 2014. This article would be published in the June edition of the Parliamentarian.

7. Commonwealth Women Parliamentarians: BIMR CWP Conference

The BEC discussed the BIMR CWP conference which the Scotland Branch had hosted from 15-16 March 2014. The main points discussed included:

a) That the broad range of Speakers and panellists had worked well.

b) That throughout each of the sessions interesting and varied matters had been discussed which was not surprising given the diversity of prevailing local situations.

c) That the Conference had been enhanced with the attendance of the Hon Lindewe Maseko MP, the Speaker of Gauteng Provincial Parliament, who delivered a keynote address focussing on the Speaker's experiences as a former Chair of the CWP.

d) That the informal tour of the Chamber had worked very well.

e) That the objectives for the conference had been met and a solid foundation had been laid on which to build a strong regional CWP group in the future.

It was also noted that the CPA Secretariat had requested an article about the conference which would be published in the June edition of the Parliamentarian.

8. CPA Mentoring Programme

The Branch Secretary was asked to advertise this opportunity to Members, requesting that interested Members should provide a case to support their application.

AWEPA

The Branch Secretary was asked to contact the Member who was responsible for co-ordinating activity between MSPs and AWEPA with a view to providing a position paper for discussion at a future meeting in relation to the co-ordination of AWEPA activity within the Scottish Parliament.
9. **Any Other Business**

It was noted that the Branch’s application to attend the 63rd Westminster Seminar on Parliamentary Practice and Procedure was unsuccessful.

Members were reminded, that at the February meeting, it was agreed that CPA Scotland Branch would facilitate a visit for a small group of young people involved in the 33/Fifty leadership programme. Members of the Branch Executive Committee were asked to let the Branch Secretary know if anyone would be available to meet the group at the Scottish Parliament on Saturday 19 July at 10.30am.

10. **Dates of next meetings**

It was agreed that the CPA Scotland Branch AGM 2014 should take place on Thursday 19 June 2014 as previously notified.

Members of the Branch Executive Committee agreed that the meeting scheduled for 28 May 2014 would take place in Cardiff on the periphery of the BIMR conference programme.

The following dates for future meetings were agreed:

- 30 April 2014 at 12.45pm in Room Q1.04
- 27 May 2014 at 12.45pm, Cardiff, venue TBC
- 19 June 2014 Annual General Meeting at 1.00pm in Committee Room 2
- 19 June 2014 at 1.30pm in Committee Room 2

**Margaret Neal**  
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