MINUTES OF THE 7th MEETING OF CPA SCOTLAND BRANCH
EXECUTIVE COMMITTEE HELD ON WEDNESDAY 26 MAY 2010 IN ROOM Q1.04 QBH at 12.45pm

Present:

Ted Brocklebank MSP
Jamie Stone MSP
Sandra White MSP Chair
Margaret Neal Secretary

In attendance: Billy McLaren, Senior Parliamentary Relations Officer

1. Apologies

Apologies were received from Karen Gillon MSP.

2. Minutes from 6th Meeting and Matters Arising

CPA/S3/09-10/5/DM

Members approved the note of the last meeting.

3. 9th Annual General Meeting of CPA Scotland Branch

CPA/S3/09-10/6/8 (revised)

Members were content with arrangements for the AGM and approved the draft minutes and agenda prior to circulation to all Members.

Action (7.1): Secretary to circulate papers for meeting in accordance with agreed timescales.

4. Commonwealth Day 2010 and related matters

CPA/S3/09-10/6/7

This paper was carried forward from the last meeting on 30 April. Members discussed the possibility of establishing:

i. An appropriate mechanism for regular contact between the Commonwealth Consuls and Branch Members;
ii. A modest internship programme; and
iii. Developing the CPA Scotland Branch event at the Festival of Politics.

On point (i) Members agreed to invite Consul Generals and Honorary Consuls to meet the Branch Executive on an annual basis during Commonwealth Week and during the month of September in an election year. On point (ii) Members agreed that UKIRO should provide a paper including estimated costs for the proposed programme about the establishment of an internship programme. Finally on point (iii) Members were advised that invitations had been sent to the Speaker of the National Assembly and Dr Shija. Members were content with the proposed format to include The Speaker and Dr Shija as lead speakers followed by a panel session with Q&As. The Secretary was asked to ensure that if at all possible a Malawian residing in Scotland should also be invited to join the panel. Members concluded that Karen Gillon MSP and Michael Matheson MSP should be invited to join the panel as most recent visitors to Malawi.

The Secretary explained that a programme involving the special envoy’s visit in August was under development. It was anticipated that CPA Scotland Branch Members would meet with the envoy during the visit. More information would be provided on this topic in due course. Members were content with the outlined activities which the special envoy would take forward/participate.

Members approved the draft press release (tabled) about the role of the special envoy.

Action (7.2): UKIRO to provide a paper including estimated costs for the proposed programme about the establishment of an internship programme for discussion at the next meeting.

Action (7.3): The Secretary to speak to Karen Gillon to seek her views on panellists and content for the FoP session.

5. 41st BIMR Regional Conference, Isle of Man: Monday 10 May to Friday 14 May - CPA/S3/09-10/7/3

Contents of the paper were noted. Members also took the view that Scotland Branch should set an example by reducing the regional conference programme to 3 days and not including a cultural tour. Programme when Scotland hosts the Conference in 2012. The final decision would rest with the Branch Executive Committee in office during 2011-12.
6. **International Parliamentary Conference on Climate Change**  
**Global To Local: Climate Change Post Copenhagen - 12-16 July 2010**  
CPA/S3/09-10/6/3

This paper was carried forward from the last meeting on 30 April. Members agreed to approve attendance for 1 Member for 2 days. The Secretary was asked to specify to all Members that, given the subject matter, rail travel to London would be appropriate on this occasion.

**Action (7.4):** The Secretary to issue a notice to all Members inviting applications.

7. **Visit to CPA Northern Ireland: 17 May 2010**

Members agreed that the visit should be re-scheduled for September 2010. The Secretary was asked to explore the possibility of hiring an environmentally vehicle and travelling by ferry.

**Action (7.5):** The Secretary to contact the Northern Ireland Branch to re-arrange the programme.

**Action (7.6):** The Secretary to book travel in accordance with above.

8. **Invitation to attend the 8th CPA Canadian Parliamentary Seminar, Ottawa: Sunday 17 October to Saturday 23 October**  
CPA/S3/09-10/6/5

This paper was carried forward from the last meeting on 30 April.

Members considered the invitation and instructed the Secretary to write to CPA Canada and apply for 2 places. Furthermore the Members agreed that if successful, non business class flights should be booked.

**Action (7.7):** The Secretary to contact Canada Branch to note interest and apply for 2 places.

9. **Invitation to attend the 56th CPA Plenary Conference in Nairobi, Kenya from Monday 13 to Sunday 19 September**  
CPA Paper CPA/S3/09-10/7/1

A lengthy discussion took place as Members considered whether or not to send a delegation to this conference, given the current economic climate and other issues.

Members came to the conclusion that a delegation should not attend the conference. The Secretary was asked to contact the CPA UK Branch Secretary to ask if any Scottish Members from the House of Lords would attend and if the Member would be able to put forward the views of Scotland Branch. If such a Member was able to attend the Secretary was asked to establish if Scotland Branch would be required to pay for his/her attendance.
Members considered that this collaboration would also serve to strengthen relationships with CPA UK Branch.

**Action (7.8):** The Secretary to contact UK Branch to establish if there would be scope for a Scottish peer to represent Scotland Branch at the regional meeting in accordance with above and report back to Branch Executive Committee Members.

10. **CPA resources and forward programme of activity – review CPA/S3/09-10/7/2**

This paper was carried forward from the last meeting on 30 April. Members noted the estimated financial position for 2009/10 and agreed in principle with revised priorities for 2010/11 subject to further considerations in certain areas. For example the Members were keen to provide opportunities for Members twinned with Malawian MPs to have an opportunity to take forward this worthwhile initiative and hoped that a delegation could accompany the Presiding Officer when he visited Malawi in February 2011.

The Members agreed that a cross party delegation should not visit India in October 2010, however felt that this decision should be re-visited during Session 4.

The Branch Executive Committee asked the Secretary to keep the cost of the Speaker of Malawi’s visit within the estimated £6K budget.

Members agreed that Scotland Branch should apply to attend the 48th Canadian Regional Conference in Regina during July 2010.

**Action (7.9):** The Secretary was asked to revise the resources paper accordingly.

11. **Technical Assistance to Swaziland/The Gambia**

*Parliament of Swaziland*

The Secretary updated Members on the enquiry from CPA to provide technical assistance to Parliament of Swaziland. Following a major restructuring exercise the Parliament needed to strengthen its core legislative, representative and oversight roles. A proposal for a one-year CPA Technical Assistance Programme for the Parliament of Swaziland was agreed by the International Executive Committee at the mid year meeting in Swaziland in May 2010. It is expected that Members of CPA Scotland Branch and/or officials will be invited to assist the CPA deliver technical assistance over the course of the next year.

*National Assembly of The Gambia*
Similarly as with Swaziland, the CPA Scotland Branch has also expressed interest in assisting in the delivery of this programme.

12. **Any other business.**

None

13. **Date of next meeting**

   Wednesday 23 June, 1.00pm - 1.45pm, AGM CR1, Presiding Officer will chair

   The AGM will be followed by a meeting of the newly elected Branch Executive Committee.

Margaret Neal  
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The Scottish Parliament  
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