MINUTES OF THE 2nd MEETING OF THE CPA SCOTLAND BRANCH EXECUTIVE COMMITTEE HELD ON WEDNESDAY 6 OCTOBER 2010 IN ROOM Q1.04 at 12.45pm

Present:

Ted Brocklebank MSP
Karen Gillon MSP
Jamie Stone MSP (Chair)
Sandra White MSP
Margaret Neal (Secretary)

In attendance: Billy McLaren, Senior Parliamentary Relations Officer

1. **Apologies**

   No apologies received.

2. **Minutes from the 1st Meeting and Matters Arising: CPA/S3/10-11/1/DM**

   Members of the Branch Executive Committee approved the minutes of the last meeting.

3. **CPA resources and forward programme of activity: CPA/S3/10-11/2/1**

   Members considered the resources paper and noted changes to planned activities. For example, the cancellation of the 22nd Commonwealth Parliamentary Seminar, scheduled to take place in Pakistan, and the decision made by the Branch Executive Committee not to attend the Annual Plenary Conference in Kenya had impacted on the budget. Members expressed disappointment that the Scotland Branch bid to attend the CPA Canadian Seminar had been unsuccessful.

   Given that at the start of the year other key priorities had been postponed due to budgetary restrictions, the Branch Executive Committee agreed that a cross party delegation should visit Malawi in January 2011 to move forward technical assistance
work with the National Assembly. Members were content with arrangements to date for the Presiding Officer’s visit to Malawi in February 2011. The Branch Executive Committee further agreed that Members should be given the opportunity to attend the CPA UK Branch International Governance Seminar on days which would not impact on parliamentary business in the Scottish Parliament.

The Branch Executive Committee agreed that the Festival of Politics session Scotland to Malawi: “Working for the Common Good” and associated activities had been a resounding success and asked the Secretary to write to those involved thanking them for participating.

The Branch Secretary was asked to continue efforts to arrange a video conference for the Members taking part in the Pilot Parliamentary Pairing Initiative.

Members also agreed that in order to keep the plan for the Pilot Internship Programme on track, the National Assembly should be asked to nominate an intern to participate.

Action (2.1): Secretary to take forward arrangements and develop a suitable visit programme in relation to a visit Malawi in January as discussed as follows: contact the National Assembly of Malawi to request approval to visit; draft aims and objectives and draft a notice to Members inviting applications.

Action (2.2): Secretary to draft a notice to all Members inviting applications to attend the CPA UK Branch International Governance Seminar.

Action (2.3): Secretary to write thank you letters to participants of the Scotland to Malawi: “Working for the Common Good” Festival of Politics session.

Action (2.4): Secretary to find out when the National Assembly of Malawi will next meet and arrange a video conference accordingly.

Action (2.5): Secretariat to report back on progress in relation to the Pilot Internship Programme at the next meeting.

4. Visit to CPA Northern Ireland: 27 September 2010

Members considered that the visit had been successful and agreed that all objectives had been fully met. The Branch Executive Committee asked the Secretary to draft a visit report to take account of their findings and to also include the interesting knowledge acquired about engagement which the Secretary was asked to disseminate to parliamentary officials once the report had been approved.

Action (2.6): Secretary to draft a report of the visit for consideration at the next meeting.
5. **Legacy Paper: CPA/S3/10-11/2/2**

Members agreed that a *handover* paper should be prepared for Session 4 and following a discussion provided the Secretary with a steer on some of the topics to be covered. For example, it was felt it would be useful to provide thoughts about the Scotland Malawi relationship, the CPA Scotland Branch role within the CPA and the beneficial components of attending regional and annual conferences and seminars. The Branch Secretariat was asked to provide a draft paper for further consideration at the next meeting.

*Action (2.7): Secretary to draft a paper for further consideration at the next meeting.*

6. **CPA Update: CPA/S3/10-11/2/3**

Members noted the contents of the paper.

7. **Any other business**

  **Lachlan Macquarie anniversary**

  The Branch Executive Committee was content that all follow-up actions resulting from the meeting with the Australia Scotland Heritage Council had been completed. The Branch Executive committee further felt that this was more a matter for the Government rather than the Scottish Parliament. It was noted that the Scottish Government had received a similar request from the Council.

  The Branch Secretary was asked to find out if there were any particular dates coming up pertaining to the bi-centenary which might be marked by a parliamentary motion signed by all Members of the Branch Executive Committee.

  *Action (2.8): Secretary to e-mail Members of the Branch Executive Committee with findings.*

  **Visit to Scotland Branch by Janet Ryder AM, Regional Representative for the British Islands and Mediterranean Region (BIMR)**

  The Branch Executive Committee were delighted to hear that Janet Ryder would be visiting the Scottish Parliament on Thursday 11 November. The Secretary was asked to arrange a suitable programme and offer the usual courtesies.

  **Australia New Zealand follow up action**

  The Secretary was asked to ensure that this paper was carried forward for discussion and consideration at the next meeting.

  *Action (2.8): Secretary to include on the agenda for the next meeting.*
8. Dates of next meetings

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
<th>Chair</th>
</tr>
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<tbody>
<tr>
<td>Wed 10 Nov</td>
<td>12.45pm</td>
<td>Room Q.104</td>
<td>Jamie Stone</td>
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<td>2011</td>
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<tr>
<td>Wed 12 Jan</td>
<td>12.45pm</td>
<td>Room Q.104</td>
<td>Sandra White</td>
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<tr>
<td>Wed 2 Mar</td>
<td>12.45pm</td>
<td>Room Q.104</td>
<td>Ted Brocklebank</td>
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Margaret Neal  
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The Scottish Parliament  
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