INVITATION TO APPLY FOR A PLACE TO ATTEND THE 24TH COMMONWEALTH PARLIAMENTARY SEMINAR TO BE HELD IN SINGAPORE FROM 27 MAY TO 1 JUNE 2014.

An invitation has been received from the CPA Secretariat to apply for a place at the 24th Commonwealth Parliamentary Seminar to be held in Singapore from 27 May to 1 June 2014.

Members of the Branch Executive Committee are asked to consider whether or not to apply for a place at this Seminar, for which travel costs have to be borne by the relevant Branch.

A copy of the invitation is attached at Annex A.

Recommendation

Given that:

(a) the budget, based on previous decisions is fully committed for the 2013/14 financial year and

(b) that planning for previously agreed activity has already begun, it is recommended that this invitation should be declined.

Margaret Neal
Secretary, CPA Scotland Branch
The Scottish Parliament
Email: margaret.neal@scottish.parliament.uk
24th Commonwealth Parliamentary Seminar
Singapore, 27 May – 1 June 2013

THEME: Strengthening Parliamentary Democracy

Following the continued success of the Annual Commonwealth Parliamentary Seminars the CPA Singapore Branch has very kindly offered to host the 24th Commonwealth Parliamentary Seminar from 27 May to 1 June 2013. The Seminar will be attended by a representative number of delegates from across all nine CPA Regions. I am writing to ascertain if your Branch wishes to apply for one of these places.

As you know, these Seminars are intended to be intensive learning exercises in parliamentary matters. Members should have a strong interest in both parliamentary practice and procedure and the role of Parliament in resolving contemporary issues, so that they may not only benefit themselves from the Seminar but also make a contribution to it. The Seminar would be especially valuable to new Parliamentarians who are likely to play a significant role in Parliament in future years. Please also ensure that your nominees have not attended a similar CPA event previously. As the Seminar is focused on developing the professional skills of newly elected Parliamentarians, your Branch’s selection should therefore not include Speakers or Presiding Officers.

Please note that the Seminar is for Members of Parliament only, so it is regretted that no provisions are made for spouses, family members, officials and/or staff. It should also be noted that the Singapore Branch will not be providing a special programme for spouses/accompanying persons during the time of the seminar. Costs for any spouses or other family members who accompany delegates will have to be borne by delegates.

Please note that this letter is not an invitation to the seminar. Rather, your Branch is being asked to indicate whether it wishes to be included on the short list. Because not all Branches can be accommodated, regional factors and attendance at previous seminars will be taken into account in deciding
which Branches will be invited. Should your Branch be selected to participate, the letter of invitation containing pertinent information and the request that your Branch send a delegate will be forwarded to you by 28 February 2013.

The Singapore Branch and CPA Headquarters will be jointly responsible for the costs of accommodation, meals, and entertainment provided in the official programme and official transport during the Seminar. **They will not, however, be responsible for the cost of travel to and from the Seminar, which must be borne by the relevant Branch.**

As indicated in the ‘Expression of Interest Form’, we look forward to having your response by **31 January 2013** by fax at (+44 20) 7222 6073 or by E-mail at hq.sec@cpahq.org.

Yours sincerely

Dr William F. Shiha
Secretary-General

Enc. Expression of Interest Form

cc: Branch Presidents
    Regional Secretaries
    Regional Representatives