MINUTES OF THE 3rd MEETING OF THE SCOTLAND BRANCH EXECUTIVE COMMITTEE HELD ON WEDNESDAY 29 OCTOBER 2008 at 12.45 in ROOM TG-45

Present: Ted Brocklebank MSP  
Roseanna Cunningham MSP (Chair)  
Jamie Stone MSP  
Margaret Neal (Secretary)  

In attendance: Ian Perry, Head of External Liaison Unit

1. Apologies

Apologies were received from Karen Gillon MSP (Maternity leave)

2. Minutes of the 2nd Meeting held on Wednesday 3 September 2008

The minutes were agreed

3. Matters Arising

**CPA Scotland Branch engagement with Malawi - Pilot Twinning Initiative** (CPA PAPER 2008/09 (10))

The Executive Committee discussed progress and thought it unlikely that this initiative would move forward until after the elections in Malawi in 2009. The Executive Committee agreed that no further action should be taken until a response was received from the Speaker of the National Assembly.

**CPA Scotland Branch engagement with Malawi – TAP CPA PAPER 2008/09 (11)**

The Executive Committee were disappointed to hear that a response had not been received regarding the proposals set out in the letter sent out in September 2008. The Executive Committee agreed that no further action should be taken until a response was received from the National Assembly.

**Regional Business: oral update from Secretary and Africa Regional Meeting; Africa Regional strategy** (CPA Paper 2008/09 (11) refers)

The Executive Committee noted that a CPA delegation visited Malawi at the beginning of September to ask how UK Branch might assist the National Assembly to implement the CPA Africa Region Plan, and that the Speaker of the National Assembly has asked UK Branch to assist with capacity building for committee staff and Members (no specifics mentioned) and post election seminars. The Executive Committee agreed in principle to work with UK Branch on Malawi related projects if invited to do so.
The Executive Committee noted the contents of the letter which was issued to the Regional Secretary and awaited a response.

Cross Party Outward Visit to Canada: November 2008

The Executive Committee were very concerned to learn that formal approval had still not been received from all the parties. The Executive Committee acknowledged that the visit programme could be undermined given that the visit was due to take place in just over three weeks time.

Members agreed that the Secretary should make one further approach and if this failed to bring agreement then the visit should be cancelled.

Action: Secretary to make one final attempt to secure cross party approval for visit.

UK Branch (CPA UK) International Development Seminar from 16-22 Nov 2008

The Secretary advised the Executive Committee that Robin Harper and Jack McConnell would now attend the conference. Arrangements were well in hand.

Cross Party Outward visit to Australia and New Zealand: 2009 (CPA Paper 2008/09 (13))

A lengthy discussion took place about the proposed visit to Australia and New Zealand. The Executive Committee noted that it would probably be February before sitting dates were known for the parliament of New Zealand.

The Executive Committee were unable to confirm a preferred timing for the visit. October recess 2009 was seen as a clear option but concern was raised that there might be insufficient time to do justice to the visit over that period given the travelling that would be involved. The Secretariat was therefore asked to also look at the option of arranging a visit in late July / early August, and to explore the possibility of including Tasmania in the itinerary.

Action: Secretary to prepare draft itinerary for end July/beginning of August 2009 and to explore the possibility of including Tasmania.

   The Executive Committee agreed that the Secretary should write to UK Branch and ask for 2 places.

   **Action:** Secretary to write to UK Branch and ask for 2 places.

5. Any other business

6. **Dates of next meeting**

   - Wednesday 10 December 2008
   - Wednesday 28 January 2009
   - Wednesday 15 April 2009
   - Wednesday 17 June 2009