



COMMONWEALTH PARLIAMENTARY ASSOCIATION

NORTHERN IRELAND ASSEMBLY BRANCH – EXECUTIVE COMMITTEE

**MONDAY 30TH NOVEMBER 2015
4.30PM IN ROOM 30**

Present:

Mr Robin Swann MLA, Chair
Mrs Jo-Anne Dobson MLA
Mr Basil McCrea MLA
Mr Stewart Dickson MLA

Apologies:

Mr Alban Maginness MLA
Mr David McIlveen MLA
Mr Ross Hussey MLA

Also In attendance:

Ms Susie Brown, CPA Branch Secretary
Ms Roisin Fleetham, Outreach Manager
Ms Nicola Crawford, Outreach (Minutes)

1. WELCOME

The Secretary welcomed Members of the CPA NI Executive Branch to the meeting and introduced Mr Robin Swann MLA as the new Chair of the Branch. The Secretary advised Members that Mr Ross Hussey MLA has filled the vacant position on the Executive Committee.

2. APOLOGIES

Mr Alban Maginness, Mr David McIlveen and Mr Ross Hussey were unable to attend.

3. MINUTES OF PREVIOUS MEETING

The minutes were agreed without amendment.

Proposed: Stewart Dickson
Seconded: Jo-Anne Dobson

4. CPA EVENTS

BIMR ANNUAL CONFERENCE, 24-27 MAY, CYPRUS

The annual BIMR conference was held in Cyprus in May with the theme of 'Parliaments in the Face of Contemporary Challenges'.

Jo-Anne Dobson MLA and Brenda Hale MLA were due to attend the conference on behalf of the Assembly but, due to an urgent Assembly recall, they were unable to attend.

Nicola Crawford, Parliamentary Outreach Co-Ordinator, represented the Assembly in the absence of the Members and her conference report was made available to Members.

The Chair asked Members if they were content for a member of staff to attend such an event in the future, in the absence of Members. Mr Dickson and Mrs Dobson both stated that they were happy for a member of staff to attend rather than have no representation there especially if travel and accommodation had already been paid for.

5. FORTHCOMING CPA EVENTS

COMMONWEALTH WOMEN PARLIAMENTARIANS (CWP) ANNUAL CONFERENCE, 12-14 FEBRUARY, GUERNSEY

Jo-Anne Dobson MLA and Brenda Hale MLA will attend the annual CWP Conference in Guernsey in February.

The conference theme is 'Influencing Policies and Legislation for the Empowerment of Women' and will be attended by women parliamentarians from the British Isles and Mediterranean Region.

6. COMMONWEALTH DAY 2016

The Chair advised Members that initial planning is underway for the Commonwealth Day 2016 event.

The theme for Commonwealth Day is 'An Inclusive Commonwealth' and due to the success of previous concerts, held in 2012 and 2013, it was suggested that a concert is held this year. The Chair asked Members if they were content to hold a concert on Thursday 10th March in the Great Hall, Parliament Buildings. All Members were content.

7. VISIT BY MR ANDREW TUGGEY, CPA UK CHIEF EXECUTIVE & SECRETARY

The Chair advised Members that Andrew Tuggey, CPA UK Chief Executive & Secretary would visit the Assembly on Monday 7th December and that the visit is part of Mr Tuggey's CPA BIMR Secretary remit to visit as many BIMR branches as possible each year.

He stated that a lunch had been organised for Mr Tuggey and the Members of the Branch's Executive Committee and asked the Members to make every effort to attend.

8. VISITS UPDATE

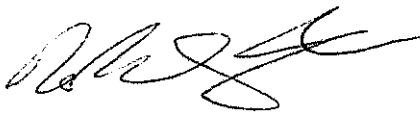
The Chair asked Members to take note of the inward visits to the Assembly since the last meeting.

9. A.O.B

Mr McCrea stated that he has not received notification of forthcoming VIP visits and asked that he receives the necessary information in future and also suggested that the CPA Executive Committee Members are copied into all visit correspondence regardless of whether the visit is CPA related.

10. DATE OF THE NEXT MEETING

The next meeting will take place on **Monday 29th February 2016 at 4.30pm, Room 21.**



**ROBIN SWANN MLA
CHAIR**

DRAFT