



**COMMONWEALTH PARLIAMENTARY ASSOCIATION
NORTHERN IRELAND ASSEMBLY BRANCH – EXECUTIVE COMMITTEE**

**MONDAY 23rd SEPTEMBER 2013
5.00PM IN ROOM 29**

Present:

The President, Mr William Hay MLA
Mr Stewart Dickson MLA
Mr Basil McCrea MLA
Mr Alban Maginness MLA
Mr Jim Wells MLA
Mr Jimmy Spratt MLA
Mr David McIlveen MLA

Apologies:

Mr David McClarty MLA

Also In attendance:

Mr Trevor Reaney, Director General
Mr John Stewart, Director of Information & Outreach
Ms Susie Brown, Acting Head of Outreach & Education (CPA Branch Secretary Designate)
Mr Robin Ramsey, Adviser to the Speaker
Ms Louise Close, Outreach (Minutes)

1. WELCOME

The President welcomed Members to the meeting.

2. APOLOGIES

Mr David McClarty was unable to attend.

3. MINUTES OF PREVIOUS MEETING

The minutes were agreed without amendment.

3. 59th COMMONWEALTH PARLIAMENTARY CONFERENCE

David McIlveen MLA, accompanied by Trevor Reaney, attended the annual conference in Johannesburg.

Mr Reaney updated Members on his experience of the conference stating that he found it worthwhile. He found his time at the 'Clerks at the Table' Conference useful for sharing ideas and best practice. He stated that he did believe that attending the Commonwealth Parliamentary Conference was valuable for both MLAs and Secretariat to attend, with a recommendation that one MLA and one member of the Secretariat to attend the 'Clerks at the Table' was sufficient.

Mr Reaney noted that the 2014 conference was due to take place in Cameroon and that he had reservations about attendance due to health and safety concerns.

Mr Reaney also highlighted that the BIMR Conference is due to take place in Wales and that the NI CPA Branch should show its support by sending a larger delegation.

Mr Reaney also thanked the CPA Branch for the opportunity to attend the Commonwealth Parliamentary Conference.

4. CPA REVIEW

The President informed the Executive Committee that the CPA Review was completed and referred them to the final recommendations paper.

The President asked Members to consider the paper and bring any comments to the next CPA meeting.

5. ELECTION OF EXECUTIVE COMMITTEE

The Secretary informed the Executive Committee that after the annual general meeting of the CPA NI Branch on 24 June 2013 it was brought to her attention that elections had not taken place for a new Executive Committee.

She stated that the Branch rules were subsequently examined and it became evident that elections for a new executive Committee should have taken place and should take place at every AGM.

She informed the Members that a special general meeting of the CPA NI Branch should be held as soon as possible in order to elect a new Executive Committee.

To hold such a meeting one-quarter of the Branch membership (11) need to sign a letter of support and a consent form was issued to Members.

The Secretary informed Members that they would be given 10 days' notice of the meeting once all 11 signatures have been received.

Mr Wells noted that Members should be made aware of the requirement to attend meetings if they decide to nominate themselves for the Executive Committee, and that they must attend a certain number of meetings to stay on the committee.

6. COMMONWEALTH DAY 2014

The President informed the Members that discussions are underway regarding how to celebrate Commonwealth Day 2014. As the Commonwealth Games are in Glasgow next year, he stated that the Assembly's event will reflect this and further information on the event will be provided at the next meeting in December.

Mr Wells noted that twelve of his guests attended Commonwealth Day in Derry/Londonderry and the feedback was excellent.

All Members were supportive of the Commonwealth Games theme and requested that the Secretariat investigate the options for inviting Commonwealth Games participants and winners to the event.

7. VISITS UPDATE

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

8. A.O.B

Kosovo

Mr Stewart informed the Committee of the upcoming visit by a delegation from Kosovo. The delegation will comprise of Mr Ismet Krasniqi, Secretary General, MR Emrush Haxhiu, Director General of Administration, Mr Vullnet Kabashi, Head of IT and Mr Arben Loshi, Head of Research, Library and Archive.

Mr Stewart stated that they are visiting the NI Assembly to further develop the Memorandum of Understanding between the two legislatures which covers the development of an ICT technical co-operation plan and to also further establish inter-parliamentary relationships between the administrative services of the Assembly of Kosovo and the Northern Ireland Assembly.

He highlighted to the Committee that a lunch was scheduled during their visit to which Executive Committee Members would be invited to attend.

[Mr David McIlveen joined the meeting at 17.31]

David McIlveen update from the Commonwealth Parliamentary Conference

Mr McIlveen reiterated Mr Reaney's sentiments that he found the conference extremely useful and that there was real value in attending.

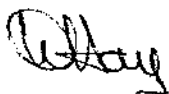
He did note that there was greater value in developing greater relations with the UK Branch and suggested that a larger NIA delegation attend the BIMR Conference in 2014.

Mr McCrea agreed that support should be shown from the NI Branch.

The President suggested that more delegates should be sent and this was agreed by both Mr McCrea and Mr Dickson following their experience in BIMR in Scotland.

11. DATE OF THE NEXT MEETING

The next meeting will be on **Monday 2nd December at 5.00pm in Room 29.**



**WILLIAM HAY MLA
PRESIDENT**