

CPA UK ANNUAL REVIEW 2010/11

INTRODUCTION

Welcome to the Annual Review of the UK branch of the Commonwealth Parliamentary Association (CPA UK) for 2010/2011.

It has been another busy year as CPA UK has continued its work on behalf of Parliament promoting parliamentary democracy and good parliamentary practice across the Commonwealth and beyond.

CPA UK has focussed its activities on four core areas:

- International Parliamentary Seminars
- International Parliamentary Conference
- Parliamentary Strengthening
- Parliamentary Diplomacy

CPA UK has played a significant role in the governance of the CPA and sent a full delegation to the Commonwealth Parliamentary Conference in Kenya, and it has continued to provide the Secretariat for the British Islands and Mediterranean Region.

The forthcoming year promises to be just as busy, and one of the highlights will be in July when CPA UK will be hosting the 57th Commonwealth Parliamentary Conference.

SEMINARS

INTERNATIONAL PARLIAMENTARY GOVERNANCE SEMINAR

CPA UK hosted 60 delegates at the 5th International Parliamentary Governance Seminar 15 – 26 November 2010. The programme aimed to contribute to a greater understanding of the principles and structures of governance. Delegates looked at the principles of good governance, international governance and organisations, supranational governance and relations, national and devolved governance and local government. Although based principally at Westminster, the programme took delegates to the European Parliament and the European Commission in Brussels and to the National Assembly for Wales in Cardiff.

60TH WESTMINSTER SEMINAR

CPA UK hosted 67 delegates at the 60th Westminster Seminar on Parliamentary Practice and Procedures 6 – 12 March 2011. The aim of the Seminar was to enhance the capacity of delegates to work more effectively within their respective legislatures by deepening their knowledge of Westminster-model parliamentary practice and procedure. The programme was based at Westminster, but it also included visits to local constituencies in the London area. The programme had a new look to it in that it was compressed from two weeks into one, but it did not sacrifice any of the core activities to achieve this.

Some 32 delegates, both Members and Clerks, stayed on afterwards for the first Seminar Westminster Series on ‘The Committee System’ 14 – 16 March 2011. The aim of the Seminar was to enhance the

capacity of delegates to hold their executives to account through in-depth study of the Westminster Committee System.

INTERNATIONAL PARLIAMENTARY CONFERENCE

3rd INTERNATIONAL CONFERENCE ON CLIMATE CHANGE – GLOBAL TO LOCAL

CPA UK hosted the International Parliamentary Conference on Climate Change, 'Global to Local: Climate Change post-Copenhagen' 12 – 16 July 2010 at the Park Plaza Westminster Bridge. 88 delegates from Commonwealth and non-Commonwealth countries debated and discussed with UK parliamentarians how they could positively affect climate change. CPA UK hosted the first international parliamentary climate change debate, and the debate was chaired by the Speaker, Rt Hon. John Bercow MP. The Conference published a communiqué committing all delegates to further action, and delegates dedicated a catalpa tree in New Palace Yard in recognition of their commitment to working towards mitigating the effects of climate change.

Following on from the Conference, CPA UK launched its greatly anticipated 'Climate Change Toolkit for Parliamentarians' at a lunchtime lecture: 'Communicating Climate Change to Constituents' on 15 December 2010.

PARLIAMENTARY STRENGTHENING

OUTWARD DELEGATIONS

Botswana

A delegation visited Botswana 1 – 5 August 2010 to help Botswana parliamentarians build the capacity of its Members and staff.

The intensive programme included sessions on Committees, Private Members' Bills, examining parliamentary scrutiny of government finances and representing constituents effectively.

Sri Lanka

A delegation of 9 Members visited Sri Lanka 16 – 23 October 2010 to enable Westminster Parliamentarians to gain a better understanding of the challenges faced by their Sri Lankan colleagues.

It was a successful, diverse and valuable visit. The delegation was the first to visit Sri Lanka since the end of the civil war in 2009. They returned home with a clear understanding of the commitment of the people of Sri Lanka to parliamentary democracy in the face of post-conflict reconstruction. They saw the role of international organisations such as the United Nations (UN) in the reconstruction, resettlement and reconciliation work. They also saw the need to engage with minority parties and to move away from confrontational politics in order to make Parliament work more effectively to ensure a strong and stable democracy that will be better able to unite and propel the country forwards in the face of challenges to come.

Pakistan

A delegation visited Pakistan 22 – 28 January 2011 with the aim of giving Members a better understanding of the democratic challenges facing their parliamentary colleagues in the National and Provincial Assemblies of Pakistan in light of Amendment 18 to Pakistan's Constitution, devolving legislative powers to the Provincial Assemblies.

The visit was a great success for parliamentary diplomacy and set in place a framework for further Member-to-Member dialogue to explore parliamentary strengthening and capacity-building assistance to both the Provincial and the National Assemblies. Delegates gained a deeper perception of Pakistan's attitude and commitment to the war on terror, the role of women in society, the commitment to parliamentary democracy and the enthusiasm of the young Pakistani parliamentarians.

Meeting and interacting with parliamentary colleagues from the National Assembly and Senate in Islamabad, plus those from the four Provincial Assemblies, sent firm, positive and understanding messages of support for the development of parliamentary democracy across legislatures in Pakistan.

A positive and tangible outcome was the signing of a Declaration of Friendship between the Pakistan APPG in Westminster and the Pakistan-UK Friendship Group in the National Assembly in Islamabad. It is hoped that the Declaration will act as a vehicle to take forward bilateral relations on a personal Member-to-Member level across the two legislatures. CPA UK is willing to facilitate with future programmes. Furthermore CPA UK is exploring with the British High Commission in Islamabad and with the Foreign and Commonwealth Office in London plans to put in place a parliamentary strengthening framework to contribute to building up the capacity of the National and Provincial Legislatures.

INWARD DELEGATIONS

Guyanese Clerks

CPA UK welcomed a delegation of clerks from the Parliament of Guyana 5 – 10 September 2010 to develop a deeper understanding of Westminster's Committee System with the aim of enhancing capacity of parliamentary committees at the Assembly.

Rwanda

A delegation of Members of the Parliament of Rwanda visited Westminster 25 – 29 October 2010. This was the first CPA UK bilateral exchange with Rwanda, aimed to give Rwandan parliamentarians a better understanding of the Westminster system. They spent three days at Westminster, and they visited a constituency and the Northern Ireland Assembly.

South African Whips

Hosted by CPA UK in partnership with the Overseas Office, from 24 – 26 November 2010 a delegation of Whips from the Parliament of South Africa visited the UK to meet with officials and parliamentary Whips from Westminster to gain a better understanding of UK practices.

Kenyan Women MPs

A delegation of 5 Kenyan women MPs visited Westminster 24 – 28 January 2011 with the goal of strengthening their capacity to prepare gender-related legislation. The programme included meetings with Rt Hon. Harriet Harman QC MP, Deputy Leader of the Opposition, and Baroness Hayman, the Lord Speaker, and a morning shadowing women MPs in their constituencies.

As a result of the visit, CPA UK will instigate a series of capacity building workshops in Kenya.

Sierra Leone

A delegation of 6 MPs, led by the Acting Speaker, visited Westminster 24 – 28 January 2011 to enhance and strengthen the capacity of parliamentarians from Sierra Leone. Through a series of discussions, briefings, workshops and observation, the delegation studied Parliament's role of holding the executive to account, examined ways of representing and communicating with the public and considered broader issues of mutual interest to the UK and Sierra Leone. The programme was based at Westminster, and the delegation visited Cambridge as the guests of Dr Julian Huppert MP.

THE WESTMINSTER CONSORTIUM

CPA UK continued to support the work of The Westminster Consortium under the aegis of the Westminster Foundation for Democracy, and it will be initiating the Consortium's programme in Mozambique with a seminar for parliamentarians in October 2011. A similar programme with Morocco will also be implemented in this financial year.

PARLIAMENTARY DIPLOMACY

OUTWARD DELEGATIONS

New Zealand

A delegation of 6 MPs and peers, led by Rt Hon. Sir Alan Beith MP, visited New Zealand 21 – 25 February 2011 as guests of the New Zealand Parliament. The aim of the visit was to discuss issues of mutual interest, and the objectives covered such subjects as electoral reform, the selection of women candidates, coalition governments, the impact of climate change in the South Pacific region, New Zealand's energy policy, the growth of the film industry and wildlife and inland fisheries management.

The programme was centred on Wellington, and the second part was to have taken place in the South Island. However, the earthquake struck Christchurch on the second day of the visit, and as a result the programme had to be changed at the last minute, and the delegation went to Auckland instead. All members of the delegation were deeply moved as they observed New Zealand meet the challenges of the greatest natural disaster to strike the country in its history; however, they felt it enriched rather than spoiled the trip and they returned home with a deep understanding of what it means to be both a New Zealander and a parliamentarian in New Zealand.

INWARD DELEGATIONS

Speaker of the Lok Sabha

Mr Speaker Bercow welcomed Hon. Meira Kumar MP, the Speaker of the Lok Sabha to Westminster 15 – 19 January 2011. Speaker Kumar was accompanied by a delegation of 5 Members of both Houses of the Indian Parliament and the Secretary-General of the Lok Sabha. CPA UK arranged a comprehensive programme of meetings and activities which included calls on the Speaker and the Lord Speaker, discussions with Members on many subjects including the role of women in Parliament and a meeting of the Indo-British All Party Parliamentary Group.

SUPPORTING THE COMMONWEALTH PARLIAMENTARY ASSOCIATION

COMMONWEALTH PARLIAMENTARY CONFERENCE 2010

CPA UK sent a full delegation to the 56th Commonwealth Parliamentary Conference in Nairobi in September 2010. The theme of the Conference was 'Parliament and Development in the 21st Century: Thus Far and Beyond'.

The success of CPA UK's attendance was measured by an extremely valuable and interesting BHC-run Outreach programme. CPA UK played its full part in the Commonwealth Women Parliamentarians' elections and the General Assembly. CPA Kenya is to be congratulated on providing a good administrative backup and framework for the CPC. The two excellent Outreach Days and supporting activities organised by BHC Nairobi and UKAID Kenya enabled CPA UK delegates to understand better the work of the UK in Kenya and the challenges faced by their Kenyan colleagues in developing parliamentary democracy.

CPA UK acknowledges with thanks the hard work and warm hospitality of Mr Speaker Marende, MPs and officials of the Kenyan Parliament, and the excellent support of HE Rob Macaire and his team at the British High Commission in Nairobi.

BRITISH ISLANDS AND MEDITERRANEAN REGION

Lord Harrison represented CPA UK at the British Islands and Mediterranean Region Regional Conference in Douglas, Isle of Man, hosted by the CPA Isle of Man Branch in May 2010. The Conference took as its theme 'Technology and Democracy: Successes and Challenges'.

Mr Paul Flynn MP attended the Caribbean Regional Conference in Trinidad and Tobago in July 2010 as an observer on behalf of the Region. The theme of the Conference was 'Modernisation of Caribbean Parliaments: Forging our own identity'.

ELECTION OBSERVING

In conjunction with the Royal Commonwealth Society, CPA UK brought an observation team of 11 parliamentarians and civil society observers from Commonwealth countries including Malaysia, Bangladesh, Rwanda and Nigeria to observe both the general election and the local elections on 10 May 2010. They observed the elections in the constituencies of Morecombe and Lunesdale, Rochford and Southend, Glasgow South West and Birmingham Yardley and made their report on 25 May 2010. This was the first time that such an activity had been conducted in the UK.

FORTHCOMING ACTIVITIES

COMMONWEALTH PARLIAMENTARY CONFERENCE 2011

CPA UK looks forward to welcoming delegates to the 57th Commonwealth Parliamentary Conference in London 21 – 28 July 2011, in a week-long programme that will include the celebration of the original Empire Parliamentary Association's centenary. The theme of the Conference will be 'Reinforcing Democracy', and the 2011 Commonwealth theme of 'Women as Agents of Change' will also be explored.

COMMONWEALTH YOUTH PARLIAMENT

In an event to mark the centenary of the CPA, CPA UK will be co-hosting the 4th CPA Youth Parliament in London 6-10 September 2011. The event will emphasise the importance of engaging youth in democracy. Young Commonwealth citizens between 18-29 years old will be nominated to attend by their Parliament, with one male and one female in attendance from each branch. Delegates

will take part in a debate on climate change in the House of Lords Chamber, and, in an historic first, Members of the House of Commons will be allowed into the Chamber to participate

MILLENNIUM DEVELOPMENT GOALS CONFERENCE

CPA UK will be hosting a conference to review progress towards the Millennium Development Goals, and to look towards a post-2015 framework taking place 28 November – 2 December 2011.

EXECUTIVE COMMITTEE

Rt Hon. Lord Anderson of Swansea DL (Vice-Chairman)
Rt Hon. Kevin Barron MP (Hon. Treasurer)
Mr Hugh Bayley MP (Regional Representative)
Dr Roberta Blackman-Woods MP (Vice-Chairman)
Rt Hon. Baroness Boothroyd OM
Sir Peter Bottomley Kt MP
Rt Hon. Baroness Corston
Lord Dholakia OBE DL
Mr Nigel Dodds OBE MP
Rt Hon. David Hanson MP
Rt Hon. Sir Alan Haselhurst MP (Chairman)
Baroness Hooper CMG
Mr Ian Liddell-Grainger MP
Professor Lord McColl of Dulwich CBE
Ms Anne McIntosh MP
Rt Hon. Alun Michael MP
Baroness O'Loan
Mr Mark Pritchard MP
Mr John Robertson MP
Mr Andrew Rosindell MP
Mr Adrian Sanders MP (Vice-Chairman)
Mr Gavin Williamson MP

CPA UK STAFF

Director, Commonwealth & International Relations: Mr Andrew Tuggey DL

Assistant Directors, Commonwealth & International Relations: Ms Helen Haywood, Ms Ann Hodkinson, Ms Kirsty Jackson, Mrs Susan Holmes, Ms Harriet Cooper

Assistant Director, Finance, Administration & HR: Mrs Edith David

Assistant Director (CPC 2011): Mrs Libby Hammond

Operations and Communications Manager: Ms Anikka Weerasinghe

Senior International Relations Officers: Miss Claire Bowman, Miss Rachael Cox,

Executive Officers (CPC 2011): Ms Ashley Bachrynowski, Ms Victoria Bower, Ms Morna Richards

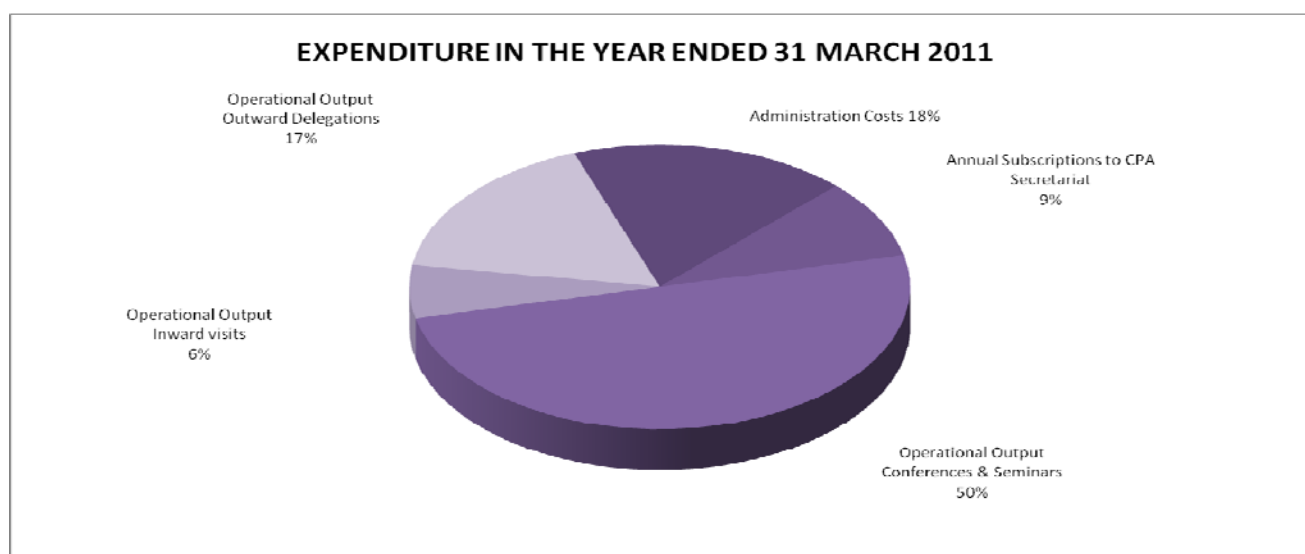
FINANCIAL REVIEW

Despite the continuing uncertainties in the global economy and the constraints on programmes from the general election in May 2010, CPA UK delivered an outstanding programme of activities. Although the Branch expected the annual grant-in-aid payment of £1,948,000 from the Houses of Parliament (70% Commons / 30% Lords), the Executive Committee offered a 5% reduction in year funding in support of Parliament's savings programme in the wake of the global economic down-turn, expended its grant within budget and drew the balance of its programme expenditure from reserves.

Since 1 April 2008 the CPA UK Branch has been funded by a Grant-in-Aid from the Houses of Parliament (70% Commons/30% Lords) and the Financial Memorandum between the Houses of Parliament and the CPA UK Branch signed on 23 September 2009 allows that up to six months of annual funding may be retained as reserves. Reserves of £915,027 were held principally to protect the solvency of CPA UK. The sum represents approximately 49% of the annual grant in aid.

Cash balances not required for short term expenditure and the CPA UK Branch Fellowship Scheme Funds are currently held in a Business High Interest Account with the Royal Bank of Scotland.

Operating Expenses



Conferences & Seminars 50% (£1,015,000)

CPA UK conferences and seminars in the year accounted for 50% (£1,015,000) of the budget spend, with parliamentary strengthening and capacity-building seminars in international Parliamentary Governance and Parliamentary Practice & Procedures, together with a themed international parliamentary conference; "*Climate Change: Global to Local*".

- In July 2010, CPA UK organised the third International Parliamentary Conference on Climate Change in London attended by 88 parliamentarians from Commonwealth and non-Commonwealth countries
- The 5th International Parliamentary Governance Seminar in November 2010, attended by 60 parliamentarians from the Commonwealth and beyond, addressed governance issues at:
 - Supra-national level by briefings and a visit to the European Parliament in Brussels
 - National level with discussions and workshops at the Houses of Parliament at Westminster
 - Devolved and regional levels with briefings and discussions at the National Assembly for Wales, the Senedd
 - Local level with briefings from representatives from Cardiff City Council
- In March 2011, CPA UK hosted 67 parliamentarians and 16 clerks at the 60th Westminster Seminar on Parliamentary Practice & Procedures. This highly popular flagship seminar comprised a week's intensive programme which, for the first time, was followed by a two and a half-day series of workshops on the Committee system for 32 MPs and clerks who had attended the 60th Westminster Seminar

Outward Delegations 17% (£349,000)

This year's outward delegations comprised a mix of formal delegations of Members and smaller delegations of Members and officials to Commonwealth or other legislatures as part of CPA UK's international parliamentary outreach programmes of parliamentary diplomacy, parliamentary strengthening and capacity-building.

In July 2011, the UK Parliament was represented in the first CPA Whips meeting in New South Wales, Australia.

- During the year outward delegations made parliamentary strengthening and parliamentary diplomacy visits to the Parliaments of Botswana, Sri Lanka, the Maldives, Pakistan and New Zealand.
- Annual CPA conferences were attended in the Caribbean, America & Atlantic Region, British Island and Mediterranean Region in Isle of Man and the Commonwealth Parliamentary Conference in Nairobi, Kenya.

Inward Delegations 6% (£115,000)

As part of its international parliamentary outreach work, CPA UK organised inward visits from parliamentarians and officials from the legislatures of Guyana, India, Kenya, Québec, Rwanda, Sierra Leone and South Africa. CPA UK also organised the first inward programme for Rwanda Parliamentarians which included a visit to the Northern Ireland Assembly.

In July 2010, CPA UK hosted a study visit of members of the Pakistan Youth Parliament, sponsored by Pakistan Institute of Legislative Development and Transparency.

CPA UK also works independently and in partnership with the Overseas Offices to facilitate one-day programmes for visiting parliamentarians.

In addition, CPA UK works as part of the Westminster Consortium (TWC) to facilitate parliamentary strengthening programmes with the parliaments of Mozambique and Uganda. All TWC work is funded separately by a grant from DfID.

Annual Subscription 9% (£176,000)

CPA UK's annual membership of the Commonwealth Parliamentary Association Secretariat accounted for 9% of the overall spend.

Administration 18% (£361,000)

The higher than normal amount expended on administration and governance costs in the year was due to two members of staff applying successfully for the Civil Service Voluntary Exit Scheme.

SUMMARISED FINANCIAL STATEMENTS

Statement of financial activities for the year ended 31 March 2011.

Income and Expenditure

	Unrestricted funds £	Designated funds £	Total 2011 £	Total 2010 £
<u>Incoming Resources from Generated Funds</u>				
Investment income	3,059	-	3,059	1,346
Incoming resources form charitable activities	<u>1,988,304</u>	-	<u>1,988,304</u>	<u>2,068,295</u>
Total incoming resources	<u>1,991,363</u>	<u>-</u>	<u>1,991,363</u>	<u>2,069,641</u>
<u>Resources Expended</u>				
Charitable Activities				
Fellowship Scheme – fifteen grants awarded	-	40,902	40,902	2,970
Mainstream programme activities	1,522,283	-	1,522,283	1,484,313
Governance & strengthening parliamentary democracy	<u>441,980</u>	<u>-</u>	<u>441,980</u>	<u>562,494</u>
Total charitable expenditure	<u>1,964,263</u>	<u>40,902</u>	<u>2,005,165</u>	<u>2,049,777</u>
Governance costs	<u>11,220</u>	<u>-</u>	<u>11,220</u>	<u>15,513</u>
Total resources expended	<u>1,975,483</u>	<u>40,902</u>	<u>2,016,385</u>	<u>2,065,290</u>
Net income/ (expenditure) for the year/ Net movement in funds	15,880	(40,902)	(25,022)	4,351
Fund balances at 1 April 2010	<u>899,147</u>	<u>174,187</u>	<u>1,073,334</u>	<u>1,068,983</u>
Fund balances at 31 March 2011	<u>915,027</u>	<u>133,285</u>	<u>1,048,312</u>	<u>1,073,334</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

Balance Sheet at 31 March 2011

	2011	2010
	£	£
Fixed assets		
Tangible assets	<u>15,268</u>	<u>17,602</u>
Current assets		
Stocks	4,365	4,625
Debtors	528,990	155,647
Cash at bank and in hand	<u>740,524</u>	<u>1,287,005</u>
	<u>1,273,879</u>	<u>1,447,277</u>
Creditors		
Amounts falling due within one year	<u>(240,835)</u>	<u>(391,545)</u>
Net current assets	<u>1,033,044</u>	<u>1,055,732</u>
Total assets less current liabilities	<u>1,048,312</u>	<u>1,073,334</u>
Income funds		
Designated funds-Fellowship Fund	133,285	174,187
Unrestricted funds	<u>915,027</u>	<u>899,147</u>
	<u>1,048,312</u>	<u>1,073,334</u>

EXECUTIVE COMMITTEE'S STATEMENT TO THE SUMMARISED FINANCIAL STATEMENTS

These summarised financial statements contain information from both the Statements of Financial Activities and the Balance Sheet for the year ended 31 March 2011, but they are not the full statutory report and accounts.

The full financial statements were approved by the Executive Committee of the CPA UK Branch; also the Directors of the Company and Trustees of the Charity, on Thursday 30 June 2011. The accounts were subsequently submitted to the Charity Commission and to Companies' House. Copies of the full accounts with notes may be obtained from CPA UK Branch, Westminster Hall, Houses of Parliament, London SW1A 0AA.

The full CPA UK Branch accounts received an unqualified audit report by HW Fisher & Company.

Rt Hon. Sir Alan Haselhurst MP
Chairman

Rt Hon. Kevin Barron MP
Honorary Treasurer