



HOUSES OF PARLIAMENT



CPA UK
ANNUAL REVIEW
2013/2014

INTRODUCTION

Welcome to the Annual Review of the Commonwealth Parliamentary Association UK (CPA UK) for the Financial Year 2013/2014.

In recent years, the UK Government and Parliament have placed ever-growing emphasis on the UK's soft power influence on the global stage, recognising that this is 'an era in which the distribution and very nature of power, influence and engagement are undergoing radical change.' In its recent report, the Soft Power Select Committee convened by the House of Lords recommended that the Government 'should foster and encourage Commonwealth linkages with much more vigour than before,' emphasising 'the new significance for the UK of the modern Commonwealth.'

CPA UK has continued to support the UK's role on the international stage and in the Commonwealth through fostering links between Members in Westminster and their colleagues overseas. With the remarkable convening power of the Westminster Parliament and the robust system of parliamentary democracy it has exported throughout the Commonwealth and beyond, demand for programmes to strengthen practice and procedure is ever-increasing and CPA UK continues its efforts to supply this demand. It also consistently seeks to improve and innovate its programmes to meet the requirements of those who participate in them.

Acknowledging that there are a number of other actors within this space, CPA UK increasingly seeks to deliver its work through collaboration and partnership in order to leverage resources and expertise to better meet the aims of all involved. This FY we have worked with the United Nations Development Programme, the Foreign & Commonwealth Office, Volunteer Services Overseas and the British Group of the Inter-Parliamentary Union among others, as well as with organisations and parliamentary offices in-country.

2013 saw the signing of the Commonwealth Charter, which sets in stone the shared values of the Commonwealth. CPA UK seeks to ensure that its work upholds the Charter's commitments, in particular in the areas of democracy, good governance, gender equality and human rights. It is CPA UK's firm belief that strong, effective and accountable parliamentary systems are vital to underpin these rights and values, and its programmes reinforce this view.

Plans are well under way for the coming FY which promises to be just as industrious and productive.



59TH COMMONWEALTH PARLIAMENTARY CONFERENCE – JOHANNESBURG

The UK sent a delegation of ten Members and Peers, led by Rt Hon. Lord Foulkes of Cumnock, to the 59th Commonwealth Parliamentary Conference hosted by the Parliament of South Africa 30 August-5 September. The conference was themed 'Effective solutions to Commonwealth developmental challenges.'

Highlights included South Africa's President Zuma's address to the delegates, highly dynamic workshop sessions – particularly ones focused on agriculture and land access – and the final plenary session on the Commonwealth Charter, during which UK's Kerry McCarthy MP gave an impressive speech calling on member Parliaments to do more to safeguard human rights. The UK delegates made many well-received and stimulating contributions throughout the programme.

Prior to attending the conference, the delegation divided into three groups to undertake short bilateral programmes in three parliaments in the region – Mozambique, Lesotho and the Free State Legislature in South Africa.

Also in attendance from the UK Parliament were CPA International Executive Committee Chair Rt Hon. Sir Alan Haselhurst MP and ExCo member Dr Roberta Blackman-Woods MP.



THE 62ND WESTMINSTER SEMINAR & 3RD WESTMINSTER WORKSHOP

Over the period 17-21 June CPA UK held its 62nd Westminster Seminar on Parliamentary Practice & Procedure for over 90 Commonwealth delegates. In 2013, for the first time, the two events were moved from March to June to make attendance more attractive for prospective delegates and to even out workloads within the CPA UK Secretariat. The move was hugely successful on all counts; we were over-subscribed and were able to deliver the Westminster Seminar Project and the November International Parliamentary Conference to even higher standards.

Designed for newly-elected Members and mid-career clerks, the Westminster Seminar takes the Westminster parliamentary model as a starting point for discussions in a detailed course designed to enhance the capacity of delegates to work more effectively in their legislatures. The programme explored

subjects such as the role of an MP, the role of the Opposition, bicameralism, parliamentary administration, the committee system, and devolution. This year's programme placed a particular emphasis on topical subjects such as women in politics, the role of the media in the oversight of parliament, and Commonwealth issues.

Immediately following the 62nd Westminster Seminar, CPA UK partnered with the National Audit Office and the Commonwealth Secretariat to hold the 3rd Westminster Workshop, for the second year focusing on the Public Accounts Committee (PAC). Also attended by over 90 delegates, the programme built on last year's to give delegates the opportunity to explore in depth the purpose, structure and practical functioning of the PAC, the relationship with the Supreme Audit Institution, and this year, the specific challenges faced by small legislatures.

In continuation of the partnership between CPA UK, the Commonwealth Secretariat, and the National Audit Office, an Association of Commonwealth Public Accounts Committees (ACPAC) is being established with enthusiastic support from the delegates representing all regions of the CPA and Commonwealth. Already ACPAC has an online Huddle presence using the Commonwealth Connects portal within which PAC members and support staff will share information and advice.



GLOBAL DEVELOPMENT EXCHANGE

In advance of the International Parliamentary Conference on the Post-2015 Development Agenda, CPA UK held a Global Development Exchange on 7 November to enable NGOs to engage with parliamentarians on MDG progress and the future of international development framework.

Working together to examine international development themes such as water and sanitation, food and agriculture, conflict, women and girls and young people, the NGOs were able to brief parliamentarians on the current debates surrounding the new agenda, and to discuss opportunities for future collaboration.



ONE-DAY CONFERENCE ON GENDER EQUALITY AND THE EMPOWERMENT OF WOMEN

On Monday 25 November, the day before the main International Parliamentary Conference on the Post-2015 Development Agenda programme began and the International Day for the Elimination of Violence Against Women and Girls, CPA UK partnered with VSO UK to hold a one-day programme for delegates in London for the post-2015 conference.

The day included a plenary session with the Lord Speaker, Baroness Armstrong of Hill Top and Dr Roberta Blackman-Woods MP; a panel discussion featuring DfID Minister Lynn Featherstone MP, Jessica Woodroffe of the Gender & Development Network and Julie Ballington of UN Women. The afternoon began with a Chamber debate in Westminster Hall on setting and meeting targets on eliminating violence against women, and concluded with roundtable discussions on mentoring (Rt Hon. Baroness Hayman GBE) and attitudes and social norms (Rashida Choudhury, VSO International Board Member).



INTERNATIONAL PARLIAMENTARY CONFERENCE ON THE POST-2015 DEVELOPMENT AGENDA

From 26-28 November 2013 CPA UK with support from the United Nations Development Programme (UNDP) delivered an International Parliamentary Conference on the Post-2015 Development Agenda to enable parliamentarians to discuss and debate the future of global development indicators with academics, NGOs, private sector representatives and other experts.

Bringing together 70 parliamentarians from Commonwealth and non-Commonwealth countries, explored the role of parliaments in demanding good governance, accountability and transparency from governments; the central part civil society and other stakeholders should play; the importance of sustainability; and the duty of the international community to leave no one behind, notably the most marginalised and vulnerable communities.

Highlights included a video message from Rt Hon. Helen Clark ONZ SSI, Administrator

of UNDP; Amina J Mohammed, Special Advisor to the UN Secretary-General on Post-2015 Development Planning; Professor Jeffrey Sachs, Director of the UN Sustainable Development Solutions Network; DfID Minister Rt Hon. Alan Duncan MP; Shadow International Development Secretary Rt Hon. Jim Murphy MP; and the Speakers of both Houses.

The delegates concluded their meetings by committing to an action plan for parliamentarians and agreeing a robust set of recommendations to be presented to the UN Open Working Group on Sustainable Development Goals on engaging parliamentarians in the design, implementation and oversight of the post-2015 development agenda. They also produced a communiqué defining and reinforcing their role in the new global framework.

PARLIAMENTARY STRENGTHENING AND PARLIAMENTARY DIPLOMACY

This year, CPA UK has continued to focus the majority of its activity on international parliamentary outreach, parliamentary strengthening and diplomacy programmes. It places an emphasis on long-term parliamentary partnership programmes (PPP), prioritising these over ad hoc projects in order to ensure the increased continuity, impact and value for money of its work.

REGION ONE: BRITISH ISLES & MEDITERRANEAN

St Helena

During the week of 29 April, the senior Clerk of the legislature of St Helena, Gilly Francis, visited Westminster as part of a study tour to explore the practices and procedures of the UK Houses of Parliament. Subsequently, during the first week of August, a delegation of Members from across CPA British Isles & Mediterranean Region undertook a post-election seminar in St Helena.

REGION TWO: ASIA-PACIFIC & MENA

Afghanistan

Two women Members from Afghanistan attended a programme run jointly in Islamabad as part of CPA UK's partnership with the Pakistan Parliamentary Women's Caucus, 20-22 February 2014. It is planned to involve Afghan women in future stages of the partnership programme.

Australia

On 18 February 2014, CPA UK hosted a day in Parliament for Members of the New South Wales Legislature visiting the UK as part of a study tour.

Bangladesh

Members from Bangladesh took part in a DfID-led programme for South Asian MPs entitled 'Climate Parliament,' 14-15 May 2013. CPA UK facilitated a meeting in Parliament as part of the agenda.

Brunei

As part of the bilateral programme in South East Asia which also took in Malaysia and Singapore, several Members visited Brunei 21-23 November 2013 to engage with its Legislative Council.

Hong Kong



From 18-20 February 2014, a delegation of Members from Westminster undertook a programme with colleagues from the Legislative Council of China's Special Administrative Region of Hong Kong. The programme was designed to strengthen

links between the two legislatures, and to enable Westminster parliamentarians to understand better the political landscape of Hong Kong and the issues and challenges faced by their LegCo colleagues, with particular emphasis on democratic development and its progression towards universal suffrage.

India



CPA UK's long-term parliamentary partnership programme with India entails one bilateral programme in India each year, in each of which UK Members can engage with the federal Lok Sabha and Rajya Sabha and two State Parliaments, with a particular emphasis on less developed states. 2013's programme took place 1-7 April and took in Delhi, Bihar and Tamil Nadu. In 2014, the programme involved visits to Delhi, Madhya Pradesh and Karnataka, 17-22 February, at a politically noteworthy moment just weeks before the world's largest democracy went to the polls. Indian Members also took part in DfID's Climate Parliament programme with Members from Bangladesh and Sri Lanka, 14-15 May 2013, and CPA UK hosted a day in

Parliament for Members from the state of Uttar Pradesh in the UK on a study tour, 14 January 2014.

Malaysia

A delegation of UK Members visited Malaysia 18-20 November 2013, undertaking a programme in Kuala Lumpur and Selangor before dividing into two groups to visit Johor State and Singapore and Sabah and Brunei respectively. CPA UK also hosted a programme for Public Accounts Committee Members 10-12 December, where the Malaysian MPs were joined by PAC Members from Myanmar.

The Maldives

2013 saw the Maldives run a highly contested presidential election, which involved several rounds and a number of re-runs. As part of the UK Government's monitoring of the election, CPA UK arranged for UK parliamentarians to join election observer missions 4-9 September, 17-20 October and 7-11 November. CPA UK also arranged a short bilateral programme in the Maldives on 21 July 2013 for the delegation on its way to visiting Sri Lanka.

Myanmar/Burma

Members of Myanmar's Public Accounts Committee were invited to join Malaysian PAC Members for a financial scrutiny programme in Westminster 10-12 December 2013.

Pakistan



CPA UK and the Pakistan Women's Parliamentary Caucus continued with the next phase in their partnership, a programme in Pakistan involving women Members from the UK (led by the Lord Speaker), Pakistan and Afghanistan 20-22 February 2014. CPA UK also facilitated the participation of a UK Member in a mission to observe Pakistan's elections 10-12 May 2013.

Singapore

The newly-appointed first female Speaker of the Singaporean Parliament, Hon. Halimah Jacob MP, visited Parliament for a day-long programme arranged by the House of Commons Overseas Office on 17-19 June 2013. CPA UK arranged a working lunch for her to engage with UK Members.

Sri Lanka



A UK delegation visited Sri Lanka 22-26 July 2013, visiting Colombo and the northern and southern provinces of the island to explore its success in achieving equitable and lasting peace and promoting inclusive politics. Prior to arriving in Sri Lanka the group visited the Maldives.

REGION THREE: SOUTHERN AFRICA & EAST AFRICA

Botswana

CPA UK arranged for Rt Hon. Sir Malcolm Bruce MP and Dr David Harrison, Chair and Clerk of the International Development Select Committee, to attend and present at a Seminar on Strengthening Parliamentary Oversight at the Parliament of Botswana 13-14 May 2013.

Kenya

At the request of the State University of New York (SUNY) Kenya, from 9-12 September Rt Hon. Lord Steel of Aikwood KT KBE and James Duddridge MP participated in an induction seminar for Members of the Kenya National Assembly

following legislative elections in March. Subsequently, and as part of a wider visit arranged by the House of Commons Overseas Office, CPA UK facilitated a programme for the Liaison Committee of the Kenyan Parliament on 27 November 2013. CPA UK also hosted a programme exploring devolution models in the UK for the Governor and five Ministers from Homa Bay County on 24 February 2014. Two staff from the CPA UK Secretariat also undertook a scoping visit to Kenya and Mozambique 9-13 December 2013 to discuss future partnership work including ongoing programmes with the Kenya Women Parliamentarians Association.

Lesotho



Prior to the Commonwealth Parliamentary Conference in South Africa in September, several Members of the delegation visited Lesotho 26-29 August 2013 for a bilateral programme exploring the country's political and developmental landscape. This was followed by a post-election seminar 16-19 September 2013 led by the CPA Headquarters Secretariat as part of which CPA UK arranged the participation of a UK Member, Ian Lucas MP.

Malawi

On Wednesday 16 October 2013, CPA UK hosted a delegation from the Parliamentary Services Commission of Malawi in Westminster, as part of a wider programme organised by the House of Commons Overseas Office.

Mozambique



Part of the UK's delegation to the Commonwealth Parliamentary Conference visited Mozambique 26-29 August 2013 prior to attending the main conference for a bilateral programme. In the immediate wake of the visit a draft parliamentary partnership programme was agreed in principle between the National Assembly and CPA UK. CPA UK then hosted a programme for members of the Mozambique Women's Parliamentary Office in Westminster 24-25 October 2014. The two-day programme explored comparative approaches to ending violence against women and girls (VAWG), with a particular focus on improving support services for survivors of physical and sexual violence.

Rwanda



A delegation of UK Members, led by Rt Hon. Andrew Mitchell MP, visited Rwanda 29 March-4 April 2014 for a programme exploring the country's political progress and peacebuilding and reconciliation efforts to mark the 20th anniversary of the Rwandan genocide. Marking the anniversary in the UK, CPA UK also collaborated with the Great Lakes APPG, the APPG on the Prevention of Genocide and Crimes against Humanity, the Rwandan High Commission and the Aegis Trust to hold the London Kwibuka Global Conversation on 26 March.

South Africa

In the third of the bilateral programmes prior to the Commonwealth Parliamentary Conference, four of the Members visited the Free State Legislature in Bloemfontein and civil society projects in Pretoria 26-29 August 2014. Officials from the North West Province Legislature then visited the UK for a study tour, spending a day in Parliament on 26 February 2014.



Tanzania

On 25 November 2013, CPA UK hosted a half-day programme for Members of two Tanzanian Committees with responsibility for Regional Administration and Local Government oversight. The next month, from 2-4 December 2013, Members of the Public Accounts Committee of Tanzania visited the UK to explore the practices and procedure of the UK PAC, as well as the legal and operational framework in which it works and wider parliamentary financial oversight. From 20-22 January 2014, CPA UK then hosted the third phase in its partnership with the Tanzanian Women's Parliamentary Group when a delegation of eleven Members and one Clerk visited Westminster. The programme included a day shadowing UK women Members.

Uganda

From 10-12 September 2013, CPA UK hosted a programme for the Ugandan Presidential Affairs Committee, designed to improve its capacity to hold the Executive to account.

Zambia

A Member of the Zambian Women's Parliamentary Caucus attended the multilateral programme for women Members from the UK, Sierra Leone, Ghana and Zambia in Westminster 15-19 April 2013.

REGION FOUR: AMERICAS, CARIBBEAN & WEST AFRICA

Bermuda

From 22-24 April 2013, CPA UK arranged a programme for Hon. K H Horton JP MP, Speaker of the House of Assembly of Bermuda, in Westminster.

Canada



From 22-24 January CPA UK ran a programme for Members of the Canada, in the UK to explore constitutional arrangements in the UK with particular emphasis on devolution in Wales. This was followed 10-12 March 2014 by the visit of Hon. Sen. Raynell Andreychuk and Joe Preston MP to discuss the Canadian-Caribbean Parliamentary Partnership initiative.

Ghana



CPA UK hosted a professional development programme 15-19 April 2013, the first multilateral one to be held involving the West Africa region, for eighteen women parliamentarians and two parliamentary staff from the legislatures of Ghana, Sierra Leone and Zambia. This was followed by an in-country seminar for Ghanaian women Members 21-22 March 2014. From 14-16 October 2013, CPA UK hosted a programme for the First and Second Deputy Speakers of the Parliament of Ghana. On 16 October, they were joined by the Majority and Minority Chief, First Deputy and Second Deputy Whips, who visited Westminster 16-17 October to explore the role of the Whip within the Westminster System as well as the wider functioning of the Westminster Parliament. Finally, the third and concluding stage of CPA UK's long-term training programme for clerks from the Parliaments of Ghana and Sierra Leone took place in Westminster 11-13 September 2013.

Sierra Leone



This year, CPA UK has run a number of multilateral programmes with Sierra Leone and Ghana, including the professional development programme for women Members (15-19 April 2013) and training programme for Clerks (11-13 September 2013). In addition, a senior delegation of parliamentarians representing Sierra Leone's Parliamentary Service Commission visited Westminster 9-12 July 2013 to discuss the administration of the House of Commons and its provision of services, outreach and corporate governance. From 22-24 January, CPA UK's Secretary, Andrew Tuggey, undertook a scoping visit in Sierra Leone to determine next steps in CPA UK's partnership with the Parliament.

UK PARLIAMENTARY ACTIVITIES

CPA UK LECTURE SERIES

CPA UK's lecture series, now in its fourth year, is a forum in which CPA UK highlights important issues affecting the Commonwealth and wider international community to MPs, Peers, parliamentary staff, and civil society and to facilitate

discussion. Tackling ever-more provocative and thought-provoking topics, the panels feature parliamentarians, academics, activists and other experts from across the Commonwealth.

During 2013/2014, the lecture series took in the following topics:

- 'Equality in the Commonwealth: A snapshot of the LGBT rights landscape' – 24 April 2013
- 'Is the Westminster System fit for purpose?' – 6 June 2013
- 'Good governance, bad politics: combating corruption in the extractives industry' – 10 July 2013
- 'Fighting back: protecting women's voices in the democratic process' – 24 October 2013
- Global influence & national interest: security, stability & development assistance' – 5 September 2013
- 'The future of development: Equitable growth through trade?' – 5 February 2014
- 'One billion votes: India's 2014 parliamentary elections' – 5 March 2012

PARLIAMENTARY BRIEFINGS

As well as its regular lecture series, CPA UK has held a number of ad hoc events both specifically for MPs, Peers and more generally for parliamentary staff. These events are distinct from the lecture series, often featuring high-profile speakers, arranged in response to specific developments, and/or held in partnership

with other organisations as a means of sharing knowledge, and are more targeted and 'round-table' in format.

- CPA UK Forum: 'Six months to the Commonwealth Heads of Government Meeting' – 15 May 2013
- CPA UK & Centre for Pacific Studies, University of St Andrews roundtable: 'Restoring the human to climate change' – 29 May 2013
- CPA UK & Commonwealth APPG pre-CHOGM briefing with Rt Hon. Hugo Swire MP – 23 October 2013
- CPA UK & Commonwealth APPG post-CHOGM debrief with Rt Hon. Hugo Swire MP – 18 December 2013
- Roundtable in advance of the UN Commission on the Status of Women – 5 March 2014

NETWORKING EVENTS

CPA UK has also organised several networking events for parliamentarians to meet with stakeholders and colleagues with mutual interests. These include:

- Gathering with Commonwealth High Commissioners to mark the State Opening of Parliament – 8 May 2013
- Meeting with British Heads of Mission to Commonwealth countries – 16 May 2013
- CPA UK & VSO UK new year gathering – 15 January 2014

SUPPORTING THE WIDER COMMONWEALTH PARLIAMENTARY ASSOCIATION

CHAIRPERSON OF THE CPA INTERNATIONAL EXECUTIVE COMMITTEE

Along with the CPA HQ Secretariat, CPA UK continues to provide support for Rt Hon. Sir Alan Haselhurst MP in his role as Chairperson of the CPA International Executive Committee as well as UK Chair. Since his election in 2011, CPA UK has employed an International Relations Officer to support Sir Alan's and the CPA HQ's work during his term as Chairperson; Charlotte Restorick works with Sir Alan in this capacity.

In his capacity as Chairperson, Sir Alan has attended the following meetings of the International Executive Committee and Regional Conferences during FY 2012-2013:

- 24th Commonwealth Parliamentary Seminar, Singapore – 27 May-1 June 2013
- Visit to Parliament of Bangladesh – June 2013
- CPA Africa Region Conference, Namibia – 24-26 July 2013
- Conference of Speakers and Presiding Officers of the Commonwealth – 21-25 January 2014

BRITISH ISLANDS & MEDITERRANEAN REGION

CPA BIMR has sent representatives to and coordinated an election observer mission (EOM) to the Cayman Islands election on 22 May 2013. The observation was carried out by three BIMR Members and three from Caribbean and Bermuda.

CPA UK continues to support the British Islands & Mediterranean Region Commonwealth Women Parliamentarians (CWP) group. The group's steering committee, chaired by Patricia Ferguson MSP, held its inaugural meeting on 9 July in London. Its first annual conference was hosted by the CPA Scotland Branch 15-16 March, exploring challenges faced by women Members in the region. For the first time, CWP BIMR was represented at the UN Commission on the Status of Women by Dr Roberta Blackman-Woods MP, who attended proceedings as part of the UK's delegation.

FORTHCOMING ACTIVITIES – FINANCIAL YEAR 2013-2014

63RD WESTMINSTER SEMINAR ON PARLIAMENTARY PRACTICE & PROCEDURE AND 4TH WESTMINSTER WORKSHOP: THE PUBLIC ACCOUNTS COMMITTEE

This year, CPA UK will host the 63rd annual Westminster Seminar on Parliamentary Practice & Procedure and 4th Westminster Workshop, this year focusing on financial scrutiny of the executive by the Public Accounts Committee and other Committees, from 16-20 and 23-26 June 2014 respectively.

INTERNATIONAL PARLIAMENTARY CONFERENCE ON FINANCING FOR DEVELOPMENT: *Trade, Tax and Transparency – Global, Regional and National Approaches to Economic Prosperity*

From 17-21 November 2014, 80 Commonwealth and non-Commonwealth parliamentarians will be hosted by CPA UK for a conference exploring the key debates around trade, tax and transparency. The programme will draw on the expertise of international commentators, academics, journalists and NGO/civil society representatives, and will be designed to build their capacity to hold the government and the private sector to account in these areas, ensuring equitable and sustainable economic and social development.

PRESIDENTS

Rt Hon. the Baroness D'Souza CMG, Lord Speaker

Rt Hon. John Bercow MP, Speaker of the House of Commons

CHAIR OF THE BRANCH

Rt Hon. David Cameron MP, Prime Minister

EXECUTIVE COMMITTEE

Rt Hon. Sir Kevin Barron MP (Hon. Treasurer)

Mr Hugh Bayley MP

Dr Roberta Blackman-Woods MP (Regional Representative)

Rt Hon. Malcolm Bruce MP

Mr Alun Cairns MP

Mr Thomas Docherty MP

Rt Hon. Lord Dholakia OBE DL

Rt Hon. Lord Foulkes of Cumnock

Rt Hon. David Hanson MP

Rt Hon. Sir Alan Haselhurst MP (Chair)

Rt Hon. Baroness Hayman GBE

Rt Hon. Baroness Hooper CMG

Rt Hon. Baroness Hughes of Stretford

Mrs Pauline Latham OBE MP

Mr Ian Liddell-Grainger MP

Rt Hon. Professor Lord McColl of Dulwich CBE

Miss Anne McIntosh MP

Mr John Robertson MP

Mr Andrew Rosindell MP

Mr Craig Whittaker MP

CPA UK STAFF

Chief Executive & Secretary:

Mr Andrew Tuggey DL

Deputy Chief Executive:

Miss Helen Haywood

Team Leaders, Commonwealth &

International Relations:

Miss Hatty Cooper, Miss Kirsty Jackson, Miss Morna Richards

Team Leader, Finance, Administration & Human Resources:

Mrs Edith David

Team Leader, Special Projects:

Miss Ann Hodkinson

Operations & Communications Manager:

Miss Victoria Bower

Senior International Relations Officers:

Ms Rachael Cox, Ms Mariam El-Azm, Mr Matthew Salik

International Relations Officers:

Miss Charlotte Restorick, Miss Elisa Cattaneo

Communications Officer:

Ms Julia Beck

Conference Officer:

Ms Ieva Indriunaite

Finance & Administration Assistant:

Mrs Rita Patel

Conference Assistants:

Ms Frances Haycock (from February 2014), Mr Adel Raslan (September-December 2013)

HR Adviser: Ms Alison Macdonald

FINANCIAL REVIEW

CPA UK received an annual grant-in-aid payment of £1,684,200 from the Houses of Parliament (70% Commons /30% Lords). In addition during the period CPA UK also leveraged £146,959 from government departments and other stakeholders, thereby delivering more for its budget. CPA UK also continues to draw down from its reserves. The overall impact was a year-end spend of £96,906 over budget.

CPA UK's Reserves Policy

No more than one quarter of the annual funding should be retained as reserves. As at 31 March 2014 CPA UK's reserves stood at £590,595, £96,906 less than at 31 March 2013. CPA UK continues to work in-year to reduce its reserves to the correct level.

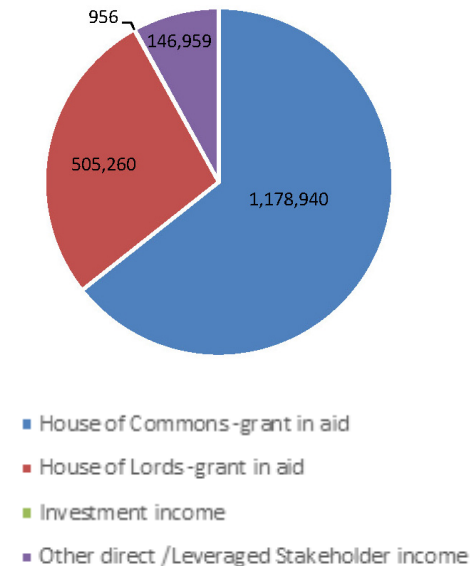
CPA UK Fellowship Scheme.

On 19 April 2000 the Executive Committee designated a stand-alone fund of non-public money, originally raised by sponsorship for the 1986 CPC in London, as the CPA UK Fellowship Scheme. The purpose of the Fellowship Scheme is to assist CPA UK Members to visit Commonwealth countries to study specific topics as approved by the Executive Committee and add value to CPA UK's work. This year, the Scheme was marketed robustly following a low take-up in the previous period. As a result, 18 parliamentarians have benefited from six grants totalling £44,337 from

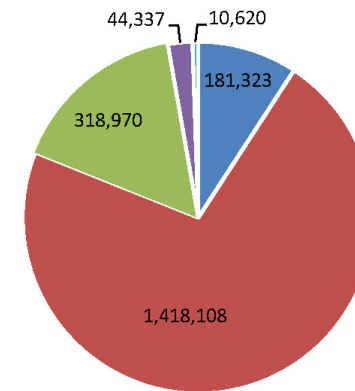
the CPA UK Fellowship Scheme thereby enhancing their knowledge and gaining experience from working with their colleagues in the Commonwealth. As at 31 March 2014 the designated and finite funds remaining in the CPA UK Fellowship Scheme were £69,644.

CPA UK ANALYSIS OF INCOME AND EXPENDITURE IN THE YEAR ENDED 31 MARCH 2014

Income £1,832,115



Expenditure £1,973,358



- Membership subscriptions to CPA Secretariat
- Operations/ Programmes & Projects
- Support Costs
- Fellowship Scheme grants
- Governance costs

CPA UK receives an annual grant-in-aid payment from the Houses of Parliament and also leverages funds from government departments and other stakeholders. These funds, plus the interest from investment funds account for its unrestricted funds spent on Operations-Programmes and Projects. The Houses of Parliament require grants received to be applied to need and spent in-year. No more than one quarter of the annual funding will be retained as reserve at any one time. In the financial year, CPA UK had incoming resources of £1,832,115. Expenditure totalled

£1,973,358. The excess of expenditure of £141,243 represents the £96,606 from reserves (unrestricted funds) and CPA UK Fellowship Scheme grants of £44,337 (designated funds). Funds carried forward at the end of the period are £660,239; £590,595 reserves (unrestricted funds) plus £69,644 (designated CPA UK Fellowship Scheme funds) CPA UK continues to work in-year to reduce its reserves to the correct level.

SUMMARISED FINANCIAL STATEMENTS

Statement of financial activities for the year ended 31 March 2014.

INCOME AND EXPENDITURE

	Unrestricted Funds (£)	Designated Funds (£)	Total 2014 (£)	Total 2013 (£)
Incoming resources from generated funds as at 31 March 2014				
Investment income	956	-	956	891
Incoming resources from charitable activities	1,831,159	-	1,831,159	1,495,576
Total incoming resources	1,832,115	-	1,832,115	1,496,467
Resources expended				
Charitable activities				
Membership subscription to CPA Secretariat	181,323		181,323	181,323
Fellowship Scheme grants awarded	-	44,337	44,337	1,920
Operations/ Programmes and Projects	1,418,108	-	1,418,108	1,194,158
Support Costs	318,970	-	318,970	279,804
Total charitable expenditure	1,918,401	44,337	1,962,738	1,657,205
Governance costs	10,620	-	10,620	10,500
Total resources expended	1,929,021	44,337	1,973,358	1,667,705
Net expenditure for the year/ movement in funds	(96,906)	(44,337)	(141,243)	(171,238)
Fund balances at 1 April 2013	687,501	113,981	801,482	972,720
Fund balances at 31 March 2014	590,595	69,644	660,239	801,482

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

BALANCE SHEET AT 31 MARCH 2014

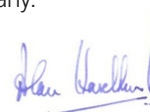
	2014 (£)	2013 (£)
Fixed assets		
Tangible assets	22,795	7,669
Current assets		
Stocks	3,089	4,500
Debtors	13,706	174,568
Cash at bank and in hand	798,988	701,405
Total Current assets	815,783	880,473
Creditors		
Amount falling due within one year	(178,339)	(86,660)
Net current assets	637,444	793,813
Total assets less current liabilities	660,239	801,482
Income funds		
Designated funds: CPA UK Fellowship Funds	69,644	113,981
Unrestricted funds	590,595	687,501
	660,239	801,482

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 2014. They are not the full statutory report and accounts.

The full financial statements were approved by the CPA UK Branch Executive Committee on Tuesday 10 June 2014; also the Directors of the Company and Trustees of the Charity. The accounts will be submitted to the Charity Commission and to Companies' House. Copies of the full accounts with notes may be obtained from www.parliament.uk/cpauk.

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



Rt Hon. Sir Alan Haselhurst MP
Chairman



Rt Hon. Sir Kevin Barron MP
Honorary Treasurer

PLANS FOR THE FUTURE

As a result of senior management and all-staff team discussions in 2013, a grade A2 member of staff was tasked to undertake a study of staff, Executive Committee Members, CPA UK Members, internal and external stakeholders during early 2014 in order to highlight strengths and weaknesses, identify opportunities and make recommendations as to how CPA UK could deliver its strategic objectives with greater impact and cost-effectiveness.

The study identifies CPA UK as an innovative, dynamic and ambitious organisation with a skilled, enthusiastic and committed team which delivers its much sought-after programmes on behalf of Westminster and the wider CPA using the huge resource that is the expertise and knowledge of Members and Clerks in both Houses. The study also recognised the great value of the soft power – and the convening power – of Westminster and the Commonwealth. This study process has identified key opportunities and achievable ideas to build on these assets. A refined organisational structure will support the implementation of these proposals.

CPA UK has engaged and committed support from its Executive Committee, the wider membership, Clerks and other officials in Parliament. There will be more opportunity for greater Member input into strategy and programme development and opportunities for the Clerks and officials in both Houses to engage more closely to provide expertise in programme planning.

The paper highlights the opportunity to work in partnerships and as part of consortia, pooling and leveraging resources to achieve greater impact in achieving the organisations' shared goals. Recent successful examples include the Memorandum of Understanding with VSO UK and the International Parliamentary Conference on the Post-2015 Development Agenda which was delivered in collaboration with UNDP; development of these and other partnerships will be explored.

In order to support this more collaborative working style, CPA UK will develop a new website, online registration system and virtual resource centre. Here, Westminster and international parliamentarians, Clerks and partner organisations will be able to access information about our programmes, live updates throughout conferences and events, and reports and toolkits from past programmes. This interactive platform will support a continued proactive approach to communicating with our stakeholders and an improved portfolio of user-friendly, practical outputs from our programmes.

As the 2015 general election approaches, the implementation of this review will place CPA UK in a better position to meet the opportunities and challenges the new Parliament will offer. FY 2014/15 will enable it to develop partnerships, establish programmes and, in collaboration with its Members, determine the strategic priorities for the period 2015-2020.

