ANNUAL REPORT AND PERFORMANCE REVIEW 2018
Statement of Purpose
The Commonwealth Parliamentary Association (CPA) exists to connect, develop, promote and support Parliamentarians and their staff to identify benchmarks of good governance, and implement the enduring values of the Commonwealth.

It collaborates with Parliaments and other organisations, including the intergovernmental community, to achieve its Purpose. The CPA brings Parliamentarians and parliamentary staff together to exchange ideas among themselves and with experts in various fields, to identify good practices and new policy options which they can adopt or adapt in the governance of their societies.

Commonwealth Heads of Government have recognised the Parliaments and Legislatures of the Commonwealth as essential elements in the exercise of democratic governance, and have endorsed the efforts of the Association as the parliamentary partner of the Commonwealth’s governmental and non-governmental sectors.

The CPA’s activities focus on the Commonwealth’s commitment to its fundamental political values, including: just and honest government, the alleviation of poverty, fundamental human rights, international peace and order, global economic development, the rule of law, equal rights and representation for all citizens of both genders, the separation of powers among the three branches of government and the right to participate in free and democratic political processes.

Public Benefit
In pursuance of the CPA’s aims and objectives, the Trustees have considered the UK Charity Commission’s guidance on public benefit. In broad terms, all stakeholders in the legislative arm of government (the only other two being the executive and judiciary) across the 53 countries of the Commonwealth in particular, and the other countries of the world in general, benefit from the work of the Association through its promotion of the knowledge of the constitutional, legislative, economic, social and cultural aspects of parliamentary democracy.

During the year under review, the Trustees delivered on the following core constitutional mandate of:
- arranging Commonwealth Parliamentary Conferences, and other conferences, seminars, meetings and study groups
- providing facilities for the exchange of visits between Members of the Branches of the Association
- publishing material relevant to the aims and activities of the Association, which shall include the regular publication of a periodical devoted to constitutional and parliamentary affairs
- maintaining the CPA’s website, a centre for the dissemination and exchange of information on parliamentary matters.

www.cpahq.org
### 12 MONTHS IN REVIEW: January to December 2018

#### Executive Committee and Governance

- **CPA Executive Committee Mid-Year Meeting in Mauritius**
  - 35 Executive Committee Members and 6 CPA Officers attended
  - 9 CPA Regions represented

- **CPA Executive Committee Meeting in London, UK**
  - 35 Executive Committee Members and 6 CPA Officers attended
  - 9 CPA Regions represented

- **International Expert Committee on Status**
  - 5 Members attended
  - 1 report recommended to Executive Committee

#### CPA Small Branches

- **CPA Small Branches Strategic Plan 2018-2020**
- 1 workshop session with CPA Small Branches Chairperson at Commonwealth People's Forum on the separation of powers
- 1 CPA Small Branches workshop on climate change with UNEP held with 7 CPA Regions represented

#### CPA Networks

- **Commonwealth Women Parliamentarians (CWP)**
  - 1 Commonwealth Women's Forum joint session on women's political participation with 3 Commonwealth partners attended by 180 delegates
  - 1 CWP video launched on International Women's Day with interviews with 9 CWP Members
  - 1 CWP annual newsletter 2018 published (print and online)
  - 1 new CWP Alumni network launched
  - 1 CWP Steering Committee teleconference held
  - 21 CWP Regional Strengthening events and activities took place in 2018 in 7 CPA Regions

#### CHOGM 2018

- **4 CPA Officers and CPA Secretary-General attended CHOGM 2018 events**
- 1 briefing to Commonwealth Foreign Ministers
- 1 Commonwealth Women's Forum joint session delivered on women's political participation

#### Public Outreach

- **CPA Roadshows for Young People**
  - 5 CPA Roadshows in 2018
  - 593 students
  - 50-50 male: female students
  - 5 branches in 3 CPA Regions reached
  - 14 MPs attended
  - 13 schools and universities reached
  - Over 12,000 reached on CPA's social media

- **International Day of Democracy**
  - 2 CPA posts on social media to raise awareness
  - Over 7,000 views on CPA social media

- **Commonwealth Day at CPA Headquarters**
  - 27 participants at CPA Headquarters event in London
  - 16 branches represented in 6 CPA Regions and 4 MPs attended
  - 100% of youth participants rated programme as ‘good or excellent’

- **Commonwealth Day in Branches**
  - 13 CPA Branches participating and 7 CPA Regions represented
  - 8 bursaries awarded by CPA Headquarters

- **Commonwealth Youth Parliament**
  - 49 youth delegates attended
  - 35 CPA Branches represented in 8 CPA Regions represented
  - 1 new ceremonial mace inaugurated
  - Over 45,000 views on CPA social media – second highest CPA event on social media in 2018

#### Parliamentary Benchmarking and Development

- **CPA Parliamentary Fundamentals Programme (All CPA Branches with WITS University, South Africa)**
  - Online course: 26 Members from 21 CPA Branches
  - Face-to-face course: 20 Members

- **CPA Parliamentary Staff Development**
  - 5th year of delivery of programme with McGill University and partners
  - 12 parliamentary staff (CPA sponsored) attended

- **CPA Clearing House**
  - 12 successful matches made between CPA Branches
  - 46 CPA Branches signed up for the service

#### Communications and Publishing

- **Communications**
  - 48 CPA press releases issued in 2018
  - 62 CPA news stories on website
  - 333 digital and print news articles/mentions
  - 54,000 users and over 140,000 CPA website page impressions (views) in 2018
  - Over 2,500 Followers on CPA Facebook page with 25% increase in Facebook ‘likes’ in 2018
  - Over 1,500 Followers on CPA Twitter page with 29% increase in Twitter Followers in 2018
  - Over three-quarters of a million (841,500) views on Twitter during 2018

- **Publishing**
  - 4 issues of The Parliamentarian
  - 4 CPA Update e-newsletters and 1 special edition CHOGM 2018 CPA Update
  - 1 CPA Annual Report published online
  - 1 CPA Update newsletter 2018 published (print and online)
  - 1 CPA Small Branches Strategic Plan 2018-2020 published (print and online)
  - 1 CPA Conference on Disabilities outcomes booklet published (print and online)
Testimonials from our Members and Partners

“I am humbled to be given the opportunity to speak at this Commonwealth Parliamentary Association Post-Election Seminar. Post-Election Seminars such as this provides the opportunity for participants to build capacity and expand knowledge of parliamentary procedures and practices, learn from other Commonwealth jurisdictions and to share emerging issues in the tradition, and practices within the Commonwealth.” - Hon. Mark Brantley, the Premier of Nevis at the opening of the CPA Post-Election Seminar

“My view is that the CPA Masterclasses have been very good and the topics that were covered are both informative and presented in a way that is accessible and engaging. I commend the CPA for taking an innovative approach that responds to Members’ needs.” - Hon. Rhun Ap Iopwerth AM, Welsh Assembly Member

“We were delighted to welcome so many young people from across the Commonwealth to Jersey for this exciting and unique opportunity. The Commonwealth Youth Parliament gives young people the opportunity to develop their leadership skills and experience our historic Parliament, as well as empowering them to make a positive difference in shaping the future of their own communities.” - Mr Mark Egan, Greffier of the States Assembly, Jersey at 9th Commonwealth Youth Parliament

“The biggest thing that we can take from this Commonwealth Youth Parliament is what we have learnt from each other. We all come from diverse places across the Commonwealth yet we can each take home new experiences and a shared understanding of tolerance, acceptance and working with each other that will help us in our future lives.” - 9th Commonwealth Youth Parliament participant, Talha Haroon (Pakistan)

“It’s been an eye-opener, the seminar exposed us to the different systems other Commonwealth Parliaments are using which is very enlightening. I believe that such seminars should be held in every country.” - Hon. Kylie Hercules, Member of Legislative Council of St. Helena about the CPA Post-Election Seminar

“The biggest thing that we can take from this Commonwealth Youth Parliament is what we have learnt from each other. We all come from diverse places across the Commonwealth yet we can each take home new experiences and a shared understanding of tolerance, acceptance and working with each other that will help us in our future lives.” - 9th Commonwealth Youth Parliament participant, Talha Haroon (Pakistan)

“[The Programme] gave me knowledge about the usefulness of various parliamentary tools to increase the efficiency and performance and achieve the desired results using these tools effectively. I will use these learnings from the programme to minimise difficulties, enhance effectiveness and get things done in the right way within minimum possible time.” - Participant on Professional Development Programme for Parliamentary Staff from Gujarat, India

“We’ve had the opportunity to meet and listen to some really inspirational people from the United Nations to former Prime Ministers and people who have changed the world. This is something I am going to remember for a very long time. In terms of the future and what we can take from this, we need to work closer together and we need a stronger, more united Commonwealth.” - CPA youth delegate at Commonwealth Youth Forum, Kieran O’Neill (Scotland)

“This course provided me with the knowledge and guidance that I ought to have had at the time of becoming a Parliamentarian – super valuable and practical learning.” - Hon. Marcia S. Barnwell, St Vincent and the Grenadines at the CPA Fundamentals Programme for CPA Small Branches with McGill University
As Chairperson of the CPA Executive Committee, I present this 2018 Annual Report to colleagues.

Hon. Emilia Monpowa Lifäfa, MP
Chairperson of the CPA Executive Committee
Deputy Speaker of the National Assembly of Cameroon

CPA Chairperson speaks about enhancing the involvement of Parliaments in international human rights mechanisms at United Nations Forum on Human Rights, Democracy, and the Rule of Law in Geneva


The 2nd session of the United Nations Forum on Human Rights, Democracy, and the Rule of Law was chaired by Mr Martin Chungong, Secretary General of the Inter-Parliamentary Union and the forum heard from Parliamentarians from Tonga, Bhutan, Tunisia, Benin, Sweden, the United States, Guatemala, Kenya, France, and Georgia.

The CPA Chairperson was accompanied by the CPA Secretary-General, Mr Akbar Khan to the UN Forum where they met with many other international agencies.

The CPA Chairperson’s Foreword

I am pleased to present to you the Commonwealth Parliamentary Association Annual Report for 2018. I am delighted to share the efforts of my fellow Parliamentarians in strengthening the role of the Commonwealth Parliamentary Association (CPA) across the Commonwealth, delivering its programmes, events and activities and the work of the CPA Heads of Government Meeting (CHOGM) and Commonwealth Summit which took place in London and Windsor, United Kingdom from 16 to 20 April 2018. The theme of the summit was ‘Towards our Common Future’ which linked to the theme for Commonwealth Day 2018. Commonwealth Parliamentarians participated in the main meetings for Heads of Government and Foreign Ministers, as well as four associated Commonwealth Forums along with over 5,000 people from Parliament, government, business and civil society.

I had the opportunity to attend the 2018 Commonwealth Women’s Forum, where the CPA and Commonwealth Women Parliamentarians (CWP) held a joint session on ‘Women’s Political Participation at All Levels’, an event which focused on women’s positive political, economic and societal contributions, in partnership with the Commonwealth Local Government Forum and the CPA UK Branch.

I also addressed Parliamentarians about the vital role that they can play in all CHOGMs at the opening session of the inaugural Commonwealth Parliamentarians’ Forum, held in London in February 2018 and attended by over 80 Parliamentarians from 25 countries across the Commonwealth. As I noted during that address to Commonwealth Parliamentarians: ‘We are all fingers of the same hand in the Commonwealth. We all gather each and every one of us to work to strengthen our collective vision and never cease in our relentless efforts to keep growing and impacting positive change. The road might be rough and the journey long, but I can guarantee you, as long as we walk that road together, we will push and even surpass our limits.’

In 2018, the CPA relaunched the newly updated CPA Recommended Benchmarks for Democratic Legislatures at an event held by the CPA and the Westminster Foundation for Democracy (WFD). The pioneering Recommended Benchmarks for Democratic Legislatures is one of the CPA’s most important pieces of parliamentary strengthening work and the updated CPA Benchmarks is vital as we seek to further strengthen Parliaments and Legislatures in line with the aspirations of the Commonwealth Charter, the Sustainable Development Goals (SDGs) and the changing demands of our citizens.

As Chairperson of the CPA Executive Committee, I would like to stress the need to work together with member Parliaments to bring a convergence of diverse perspectives and experiences, which is the beauty and core strength of the CPA. It is important to allow all Members, large and small, to express views and raise concerns with each other, be it in a participatory, democratic manner which ensures greater inclusiveness. Member countries have common roots and histories and while they face shared challenges, they may each develop unique solutions. The CPA is the ideal platform for the sharing of those ideas and resources for the common welfare of the people. Strengthening coordination between Members is therefore crucial. Insights of Members on issues they view as essential for the advancement of their nations must be shared and used for the CPA. Regional as well as cross-regional dialogue and cooperation must be emphasized and the issues must be resolved on the basis of consensus of member Parliaments and Branches in the regions.

The CPA International Executive Committee met twice in 2018 – hosted by the National Assembly of Mauritius and CPA Mauritius Branch in March 2018 and by the CPA Heads of Government Secretariat in November 2018. The CPA meetings enable Commonwealth Parliamentarians to reach beyond their own Parliaments to contribute in a global setting to the development of best parliamentary practices and the most effective policies for parliamentary strengthening. The Executive Committee represents the nine regions of the CPA – Africa; Asia; Australia; British Islands & Mediterranean; Canada; Caribbean, Americas & Atlantic; India; Pacific; and South East Asia.

The CPA Executive Committee meetings are an essential aspect of the CPA’s governance and are an opportunity for the CPA’s Members to effect change within the organisation. In particular, I would like to thank the Members of the International Expert Committee who met in London, UK, to discuss the future strategy of the CPA and I look forward to progressing this issue further.

In 2018, there were significant developments in relation to the CPA’s Small Branches with the development of the first CPA Small Branches strategy by the CPA Small Branches Chairperson, Hon. Angela Farruga, MP, Speaker of the Parliament of Malta. This will bring a strengthened and renewed focus to assisting Small Branches and their Parliaments and Legislatures in addressing their unique challenges and in particular the issue of climate change which affects the smallest nations so adversely.

Within the pages of this Annual Report you will find descriptions of the CPA Regional Conferences held in 2018, many of which I was able to attend in the past year, and also the parliamentary seminars, post-election seminars, professional development programmes and Commonwealth Women Parliamentarians (CWP) events held in the CPA Regions.

It is essential that the CPA continues to appeal and reach out to the millions of young people in the Commonwealth and I was delighted to see the continued success of the CPA Roadshows for Schools and Universities in different regions across the Commonwealth. It was a pleasure also to see so many young people attending the CPA’s numerous Commonwealth Day events at the CPA House and with our CPA Branches.

The CPA works not only with national, state, provincial and territorial Parliaments across the Commonwealth but also reaches out to hear and include the voices of the people at the grassroots level and bring in the convergence of diverse perspectives. The CPA also works closely with a wide range of partners to deliver its programme work aimed at strengthening the institution of Parliament, supporting and promoting parliamentary democracy and the political values of the Commonwealth.

I was fortunate to address and attend a number of events with Commonwealth Parliamentary Partners in 2018, including the 24th Conference of Speakers and Presiding Officers of the Commonwealth (CSPOC) in the Seychelles; 44th Parliamentary Assembly of La Francophonie (l’Assemblée Parlementaire de la Francophonie – APE) hosted by the Quebec National Assembly in Canada; 2nd session of the United Nations Forum on Human Rights, Democracy and the Rule of Law in Geneva, Switzerland; and the 48th Plenary Session of the International Assembly of Member Nations of the Commonwealth of Independent States in St Petersburg, Russia.

CPA is a unique platform of Parliamentarians of Commonwealth countries and has great potential to effect innovative changes in addressing common concerns. It is imperative to pin point with objective precision and utmost clarity as to what CPA wants to achieve and lay down a foundation for the years beyond. It is for the Executive Committee to steer the way ahead by putting together a forward looking, relevant plan linked to the present objectives and activities of CPA. In doing so it is essential to have a focused approach and I thank the CPA Secretary-General, Mr Akbar Khan and the staff at the CPA Headquarters Secretariat for their work in achieving these goals and their support to me in my role as Chairperson.

As Chairperson of the CPA Executive Committee, I present this 2018 Annual Report to colleagues.

Hon. Emilia Monpowa Lifäfa, MP
Chairperson of the CPA Executive Committee
Deputy Speaker of the National Assembly of Cameroon
Parliamentary Practice and Procedure continues to go from strength to strength and to demonstrate relevance, added value and good governance. I also had the opportunity to attend CHOGM 2018 through focusing on the essential role that the CPA and its network that has been nurturing democratic governance across our Commonwealth for over 108 years. I feel honoured to continue to contribute to this valuable work. Accord to our CPA members and CPA branches, our CPA, in common with all Commonwealth citizens, continues to thrive through the strengthening of our membership and the relevance of our activities.

The CPA Annual Report and Performance Review for 2018 is the second year to be measured against the new Monitoring and Evaluation Framework and includes measured intermediate outcomes against many of the activities undertaken during the year. In 2018, we launched the CPA Secretary-General’s Strategic Plan for 2018-2021, which aims to set the strategic direction of the CPA for the next three years. Amongst other key deliverables it includes the important discussions with the UK Government to take forward the decision of the 2017 General Assembly to reinvigorate the CPA from its current charitable status in the UK to a more appropriate non-charitable status, reflecting the CPA’s international character and vocation. The new three-year strategic plan will put the CPA on a much firmer footing to fully realise the vision we have set for ourselves of a strong, resilient and outward looking CPA, strengthening Commonwealth democratic governance. The need for the CPA to continue to bolster its core programme work and to translate the practical benefits of democratic governance to the peoples of the Commonwealth has never been greater.

In 2018, together we continued to ensure the renewal and reinvigoration of the CPA so that it is fit for purpose in the 21st century. This has included the CPA Headquarters Secretariat staff restructure and a better allocation of our limited financial resources between support functions and programme work. 2018 saw the CPA deliver a number of exciting and innovative programmes. In particular, the CPA Headquarters Secretariat has continued to strengthen Commonwealth Heads of Government Meeting (CHOGM) and Commonwealth Summit in London, UK. Members of the CPA were at the heart of the discussions taking place at key forums and side events and the CPA brought its unique perspective to CHOGM 2018 through focusing on the essential role that Parliamentarians can and do play to bring transformational change to the Commonwealth and its peoples. The CPA has included a range of programmes to access these resources via the CPA website. The CPA’s Masterclasses continue to benefit Parliamentarians through strengthening the performance of Parliamentarians across the Commonwealth. Other strong areas of performance in 2018 included CPA work in supporting greater political participation of women in Parliament led by the Commonwealth Women Parliamentarians Group (CWPG). With female political participation in many Parliaments across the Commonwealth failing to meet the recommended 30% target set by Commonwealth Heads of Government for female political participation, there is clearly a long way to go. Whilst we should celebrate our achievements in increased participation, such as in the United Nations Regent region which has seen a greater number of women being elected, we must always strive for more female participation in our Legislatures.

Recognising the need to offer special support to the CPA Small Branches, the CPA Headquarters Secretariat has over the years identified specific programmes for these jurisdictions and, in 2018, has worked closely with the CPA Small Branches to better support and develop the Small Branches network. As a result of a partnership agreement between the CPA and the United Nations Environment Programme (UNEP), the leading UN agency on climate change, Commonwealth Parliamentarians have benefited from strong new programmes on climate change with leading global experts. Parliamentarians from eight CPA Small Branches representing five CPA Regions met in Kenya in 2018 for the CPA Small Branches Climate Change Workshop at the UNEP Headquarters to examine the global implications of climate change and its impact on the smallest nations and territories in the world. I was also able to undertake CPA Branch visits to Cameroon, Guyana and Jamaica in 2018 as well as attending several conferences through the CPA. In addition, our work in 2018 highlighted the importance of youth engagement, which is most visible in the success of our CPA Roadshows for Schools and Universities, the Commonwealth Day youth programme and the successful Commonwealth Youth Parliament held in Jersey in 2018. With over 60% of the Commonwealth’s 2.4 billion citizens currently under the age of 30, the importance of engaging youth for the future is clearly overstated. The response to connecting Commonwealth Parliamentarians with young people to promote Commonwealth values has been overwhelmingly positive.

The CPA’s flagship quarterly journal, The Parliamentarian, which is produced by the CPA Secretary-General, continues to be the main source of information for Members and CPA Branches, including the CPA’s social media channels. The CPA’s flagship quarterly journal, The Parliamentarian, was launched in 2018 and encourages all Members and CPA Branches to access these resources via the CPA website. The CPA’s flagship quarterly journal, The Parliamentarian, continues to be the main source of information for Members and CPA Branches.

As a result of a partnership agreement between the CPA and the Commonwealth Journalists Association (CJA) and the Commonwealth Parliamentary Association, the CPA was able to support the implementation of the Sustainable Development Goals (SDGs) through its joint programme on the revised CPA Benchmarks, which also identifies Parliaments’ political values, for the benefit of all Commonwealth citizens through the strengthening of our membership.

The CPA’s flagship quarterly journal, The Parliamentarian, continues to be the main source of information for Members and CPA Branches, including the CPA’s social media channels. The CPA’s flagship quarterly journal, The Parliamentarian, was launched in 2018 and encourages all Members and CPA Branches to access these resources via the CPA website. The CPA’s flagship quarterly journal, The Parliamentarian, continues to be the main source of information for Members and CPA Branches, including the CPA’s social media channels.
Executive Summary

The Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review for January to December 2018 provides an overview of the activity of the CPA and highlights the progress of this activity against the intermediate outcomes outlined in the CPA Strategic Plan. This report focuses on the programme strands and activities of the CPA Headquarters Secretariat and is a result of key qualitative and quantitative data analysis producing statistics for monitoring and evaluation.

In 2018, the CPA Headquarters Secretariat continued to implement the Revised Programme Strands, with particular focus on the new flagship Parliamentary Fundamentals Course on Practice and Procedure and CPA Roadshows for Young People programmes together with existing programmes such as the CPA Post-Election Seminars, CPA Technical Assistance Programmes and Commonwealth Day activities. The overall performance of these programme areas in this period are reviewed in this report.

The report outlines CPA activity in the three strategic pillars of the CPA Strategic Plan – Parliamentary Benchmarking and Development (which includes two CPA networks – Commonwealth Women Parliaments and CPA Small Branches); Public Outreach; and Communications and Publishing – to highlight each programme’s activities and outcomes. Further CPA activity is covered under the areas of CPA Branch Visits; CPA Regional Conferences and working with partner organisations.

The CPA’s Annual Report and Performance Review 2018 is composed of reports, analysis and monitoring and evaluation data captured for each of the CPA programmes and work strands throughout the year.

Strategic Pillars

Parliamentary Benchmarking and Development

Public Outreach

Communications and Publishing

Strategic Outcome

Strong democratic legislatures that adhere to principles of good governance

CPA recognised as a global resource centre for advice and information on parliamentary practices

Greater awareness of the Commonwealth, its values and parliamentary democracy

Intermediate Outcomes

A strong and effective pool of parliamentarians and parliamentary staff across the Commonwealth who are better equipped on fundamental values of parliamentary practices and procedures

Increased awareness of the role and value of parliamentary democracy and the role of Parliament in promoting these values

Improved visibility and profile of CPA

Increased awareness, understanding and ownership of CPA Benchmarks

Parliamentarians are informed, included and better equipped to engage in international discussions on trends and issues that have an impact on parliamentary democracy

Increased sharing of knowledge and best practices on good governance and rule of law among CPA membership

Technical assistance responds flexibly to needs and priorities of member legislatures and ‘Special Interest Groups’

Parliaments more responsive to CPA outreach activities

CPA is a partner of choice in parliamentary strengthening

Progress on Cross-Cutting Issues – Gender and Rule of Law

CPA ACTIVITIES IN 2018

CPA Executive Committee and Governance Meetings

Mauritius hosts Commonwealth Parliamentarians as island nation celebrates 50th anniversary of independence

The National Assembly of Mauritius and CPA Mauritius Branch hosted over 30 Commonwealth Speakers and Members of Parliament for the Mid-Year meetings of the CPA Executive Committee of the Commonwealth Parliamentary Association (CPA) from 20 to 24 March 2018.

The CPA Executive Committee meetings took place just a few days after Mauritius, the island nation off the east coast of Africa, celebrated the 50th anniversary of its independence on 12 March. The country is also marking its 26th anniversary as a Republic.

For the National Assembly of Mauritius, one of the CPA’s active Branches in the Africa Region, hosting a large-scale international meeting demonstrates its commitment to parliamentary democracy and the work of the CPA. The National Assembly of Mauritius has recently benefited from a CPA Technical Assistance Programme which resulted in the launch of a new Parliamentary Gender Caucus in the Assembly to promote gender equality and an inclusive Parliament as well as media training for Members and the establishment of online live ‘streaming of Parliamentary proceedings.

Members of Parliament representing the nine regions of the CPA – Africa; Asia; Australia, British Islands & Mediterranean; Caribbean; Americas – Central & Atlantic; India; Pacific; and South East Asia – attended the CPA Executive Committee, the governing body of the Association. The CPA meetings enable Commonwealth Parliamentarians to reach beyond their own Parliaments to work towards a global setting to the development of best parliamentary practices and the most effective policies for parliamentary strengthening.

Hon. Mrs Santi Bai Hanoomanjee, Speaker of the National Assembly of Mauritius said: “As a new member of the Commonwealth, our successive leaders have since independence been constantly inspired by the fundamental values of the Commonwealth and have on all occasions seized the opportunity to consolidate these values: namely, democracy, the democratic processes, the rule of law, the independence of the judiciary, fundamental rights and gender parity. As an active member of the CPA, our parliamentary democracy nurtures these values and we are therefore proud to welcome the holding of this CPA Executive Committee Meeting in Mauritius.”

The Chairperson of the CPA Executive Committee, Hon. Emilia Monjowa Lifaka, MP, Deputy Speaker of the Parliament of Cameroon chaired the meetings in Mauritius for the first time as Chairperson and said: "This is my very first time to preside over the Mid-Year Executive Committee meeting of the CPA as Chairperson since I was elected as CPA Chairperson at the CPA General Assembly in Bujumbura in November. I would like, on behalf of Members of the CPA International Executive Committee, to take this opportunity to thank the Hon. Madam Speaker Hanoomanjee and CPA Mauritius Branch for hosting this meeting and for their unwavering support to the CPA.”

The CPA Vice-President, Rt Hon. Rebecca Kadaga, MP, Speaker of the Parliament of Uganda; CPA Vice-Chairperson, Hon. Alexandra Mendes, MP (Canada Federal), the CPA Treasurer, Mrs Vicki Dunne, MLA, Deputy Speaker of the Legislative Assembly of the Australian Capital Territory; and the CPA Small Branches Chairperson, Hon. Angelo Fasungia MP, Speaker of the House of Representatives, Malta also attended the meetings along with the CPA Secretary-General, Mr Akbar Khan and staff from the CPA Headquarters Secretariat.

Ahead of the CPA Executive Committee Mid-Year meeting, students at the University of Mauritius were able to find out about the Commonwealth, parliament and democracy at a CPA Roadshow, organised by the National Assembly of Mauritius and the CPA. The CPA Roadshows provide an opportunity for young people to discuss issues of concern about their society and democracy, to meet Members of Parliament and Parliamentary staff and to find out more about the work of the CPA. The CPA Roadshows in Mauritius was attended by Mrs Vicki Dunne, MLA, CPA Treasurer; Hon. Bridgid Amisette-George, Speaker of the House of Representatives of Trinidad and Tobago; local Member of Parliament from Mauritius, Hon. V. V. Balowomodu, MP, and the CPA Secretary-General, Mr Akbar Khan. The CPA Secretary-General and members of the panel spoke about the importance of young people’s engagement in politics and the panel answered students’ questions.

Monitoring and Evaluation: CPA Mid-Year Executive Committee

Social Media Coverage: The CPA Headquarters Secretariat posted online about the CPA Mid-Year Executive Committee on both its official Twitter and Facebook page, reaching a total of 18,173 page impressions (views) on Twitter and 632 impressions on Facebook. The highest reaching Tweet was posted on 26 March 2018 gaining 8,005 page impressions (views).
Commonwealth Parliamentarians meet in London, UK for CPA Executive Committee meeting to discuss governance matters.

Over 40 Commonwealth Speakers and Members of Parliament have met in London, United Kingdom for the Executive Committee of the Commonwealth Parliamentary Association (CPA) from 5 to 9 November 2018. Members of Parliament representing the nine regions of the CPA – Africa; Asia; Australia; British Islands & Mediterranean; Canada; Caribbean; Americas & Atlantic; India; Pacific; and South East Asia – attended the CPA Executive Committee, the governing body of the Association. The CPA meetings enable Commonwealth Parliamentarians to reach beyond their own Parliaments to contribute in a global setting to the development of best parliamentary practices and the most effective policies for parliamentary strengthening. The Chairperson of the CPA Executive Committee, Hon. Emilia Morjowa Lilaka, MP, Deputy Speaker of the National Assembly of Malawi said: “The CPA Executive Committee meetings are an essential aspect of the CPA’s governance and also an opportunity for the CPA Members to focus change within the organisation.”

A number of governance meetings took place including the Coordinating Committee; Performance and Review Sub-committee; Planning and Review Sub-Committee; and Finance Sub-Committee. The Chairperson of the Commonwealth Women Parliamentarians (CWP), Hon. Dr Dato’ Noraini Ahmed, MP (Malaysia) also held a teleconference of the CWP International Steering Committee during the meetings held in London.

The CPA Vice-President, Rt Hon. Rebecca Kadaga, MP, Speaker of the Parliament of Uganda, CPA Chairperson, Hon. Alexandra Mendes, MP (Canada Federal), CPA Treasurer, Mrs Vicki Dunne, MLA, Deputy Speaker of the Legislative Assembly of the Australian Capital Territory; and the CPA Small Branches Chairperson, Hon. Angelo Farrugia, MLA, Deputy Speaker of the House of Representatives, Malta also attended the meetings along with the CPA Secretary-General, Mr Akbar Khan and staff from the CPA Headquarters Secretariat. The CPA Executive Committee meetings were attended by the CPA Regional Secretaries and a separate meeting of the Regional Secretaries also took place.

The Commonwealth Parliamentary Association (CPA) Executive Committee Members also heard a presentation by Jacques Chagnon, President of Assemblée Parlementaire de la Francophonie (APF) on the structure, constitutional arrangements and programmatic work of the APF. During the week of the CPA Executive Committee, an official launch was held for the updated CPA Recommended Benchmarks for Democratic Legislatures at UK Houses of Parliament attended by the CPA Chairperson and Members of the CPA Executive Committee.

The CPA Executive Committee meetings were held in the absence of an annual conference and General Assembly for the CPA in 2018. The next annual conference will be the 64th Commonwealth Parliamentary Conference (CPC) and General Assembly due to be held in Uganda in September 2019.

Monitoring and Evaluation: CPA Executive Committee

Social Media coverage: The CPA Headquarters Secretariat posted online about the CPA Executive Committee on both its official Twitter and Facebook page, reaching a total of 15,368 page impressions (views) on Twitter and 4,863 impressions on Facebook. The highest reaching Tweet was posted on 8 November 2018 gaining 2,908 page impressions (views).

International Expert Committee meetings in London, UK to discuss the future status of the Association

The CPA Headquarters Secretariat hosted an International Expert Committee in London, United Kingdom for Commonwealth Members from 8 to 11 June 2018 to discuss the future status of the Association attended by Hon. Russell Worley, MLC (South Australia); Chairperson of the Committee; Speaker Justin B. Muturi, MP (Kenya); Hon. Alexandra Mendes, MP; Vice-Chairperson of the CPA (Canada); Hon. Dr Roberta Blackman-Woods, MP (UK) with the CPA Treasurer, Vicki Dunne, MLA (ACT). CPA Secretary-General, Mr Akbar Khan and CPA Headquarters Secretariat staff.

Commonwealth Parliamentarians play a vital role at CHOGM 2018 to influence outcomes and activities

The Commonwealth Heads of Government Meetings and Commonwealth Summit 2018 took place in London and Windsor, United Kingdom from 16 to 20 April 2018. The theme of the summit was ‘Towards our Common Future’ which linked to the theme for Commonwealth Day 2018.

Her Majesty Queen Elizabeth II Head of the Commonwealth and Patron of the Commonwealth Parliamentary Association opened the 2018 Commonwealth Heads of Government Meeting (CHOGM) at Buckingham Palace to mark the start of two days of meetings with 53 Commonwealth leaders, both in London and at Windsor Castle. The Queen said: ‘Put simply, we are one of the world’s great convening powers: a global association of volunteers who believe in the tangible benefits that flow from exchanging ideas and experiences and respecting each other’s point of view. And we seem to be growing stronger year by year. The advantages are plain to see. An increasing emphasis on trade between our countries is helping us to discover exciting new ways of doing business. And imaginative initiatives have shown how, together, we can bring about change on a global scale.’

The Commonwealth Parliamentary Association (CPA) was represented at the opening ceremony of the CHOGM 2018 at Buckingham Palace by the CPA Secretary-General, Mr Akbar Khan, who also attended many meetings and events during the week.

Commonwealth Parliamentarians participated in the main meetings for Heads of Government and Foreign Ministers as well as four associated Commonwealth Forums along with over 5,000 people from parliament, government, business and civil society. Members of the Commonwealth Parliamentary Association including the CPA Chairperson, Hon. Emilia Lilaka, MP (Cameron) and CPA Officers as well as the CPA Secretary-General participated in the Summit, the Forums and other events which took place.

CPA Secretary-General, Akbar Khan said: ‘CHOGM 2018 will deliver better global outcomes for the Commonwealth’s 2.4 billion citizens, 60% of whom are under the age of 30 by all parts of the Commonwealth family working more closely together towards a common future. Members of the Commonwealth Parliamentary Association representing over 180 Commonwealth Parliaments and Legislatures and 17,000 Parliamentarians across the Commonwealth have been at the heart of the discussions taking place at key Forums and side events. The CPA brought its unique perspective to CHOGM 2018 through focusing on the key role that Parliamentarians can and do play in every aspect of a nation’s life to bring transformational change to Commonwealth citizens’ lives.’

The CPA Chairperson, Hon. Emilia Lilaka, MP (Cameron) together with the CPA Treasurer, Hon. Vicki Dunne, MLA (Australian Capital Territory); the Chairperson of the CPA Small Branches, Hon. Angelo Farrugia, Speaker of the Parliament of Malta; the CPA Vice-President, Rt Hon. Rebecca Kadaga, Speaker of the Parliament of Uganda and the CPA Secretary-General, Akbar Khan attended a number of pre-CHOGM and Commonwealth Summit events in London, UK to promote the work of the CPA and to further its aims of parliamentary democracy across the Commonwealth.

At the 2018 CHOGM, the CPA Secretary-General, Mr Akbar Khan, on behalf of the CPA, together with Lucy Slack, Deputy Secretary-General of the Commonwealth Local Government Forum (CLGF), presented to the Commonwealth Parliamentarians, together with Lucy Slack, Deputy Secretary-General of the Commonwealth Local Government Forum (CLGF), presented to the Commonwealth Parliamentarians and Ministers meetings held at Lancaster House and chaired by the UK Foreign Secretary, Rt Hon. Boris Johnson, MP and the UK Commonwealth Minister, Rt Hon. Lord Ahmad.
Commonwealth Parliamentarians’ Forum 2018

Commonwealth Parliamentary Association Chairperson emphasised vital role that Parliamentarians can play at 2018 CHOGM

The Chairperson of the Commonwealth Parliamentary Association (CPA) Executive Committee, Hon. Emilia Monjowa Lilaka, MP spoke to Parliamentarians from across the Commonwealth about the vital role that they can play in the 2018 Commonwealth Heads of Government Meeting (CHOGM) and Commonwealth Summit. The CPA Chairperson urged Commonwealth Parliamentarians to work together to effect change and said: “We are all fingers of the same hand in the Commonwealth. I urge each and every one of us to work to strengthen our collective vision and never cease in our relentless efforts to keep growing and impacting positive change. The road might be rough and the journey long. But I can guarantee you, as long as we walk that road together, we will push and even surpass our limits.”

The CPA Chairperson addressed the opening session of the inaugural Commonwealth Parliamentarians’ Forum, in London, UK from 26 February to 1 March 2018, and attended by over 80 Parliamentarians from 23 countries across the Commonwealth. The CPA Chairperson spoke alongside Rt Hon. Patricia Scotland QC, Secretary-General of the Commonwealth; Rt Hon. Lord Ahmad of Wimbledon, the UK Commonwealth Minister, and Sen. Ike Eleweremado, Deputy Senate President of the Federal Republic of Nigeria.

The opening session was chaired by Hon. James Duddridge, MP, Chairperson of the CPA UK Branch who said: “The Commonwealth Parliamentarians’ Forum is a great opportunity for Commonwealth Parliamentarians as they can engage and feed into the Commonwealth Heads of Government Meeting (CHOGM) in a way they haven’t before. We were delighted to welcome Parliamentarians to Westminster, to a really engaging programme where we have had many valuable and productive discussions.”

The Forum also heard from many other delegates including: UK Foreign Secretary, Rt Hon. Boris Johnson, MP; and the Deputy Secretary General of the United Nations, Ms Amina Mohammed. It was designed to set the scene for Commonwealth Parliamentarians ahead of the CHOGM 2018 on the key theme of ‘Towards a Common Future’. The Commonwealth Parliamentarians Forum engaged Parliamentarians in the summit agenda and created opportunities for in-depth cross-Commonwealth discussion. The CPA UK Branch organised the Commonwealth Parliamentarians Forum in Westminster in partnership with the UK Government.

Monitoring and Evaluation: CHOGM 2018

News coverage:
- 2 CPA press releases
- A special issue of the CPA Update e-newsletter featured the events of CHOGM 2018 and was sent out to the CPA membership and international organisations (over 2,000 contacts) in April 2018.
- Special issues of The Parliamentarian – Pre- and Post-CHOGM 2018 issue. In 2018, two special issues of The Parliamentarian were published to look ahead to the event and with outcomes and news of activities at CHOGM 2018.
- Media coverage: 02/03/2018: Parliamentarians discuss Commonwealth collaboration (Commonwealth Parliamentarians Forum at CPA UK - Commonwealth Secretariat website)

Social Media Coverage: CHOGM 2018: The CPA Headquarters Secretariat posted online about the CHOGM 2018 events on both its official Twitter and Facebook page, reaching a total of 48,393 page impressions (views) on Twitter and 3,418 impressions on Facebook. The highest reaching Tweet was posted on 15 April 2018 gaining 11,217 page impressions (views).

Heads of all 53 Commonwealth nations met under the theme of ‘Towards a Common Future’, which was also the theme for Commonwealth Day on 12 March 2018. CHOGM also addressed the four sub-themes of: a more sustainable future; a fairer future; a more secure future; and a more prosperous future.

Commonwealth leaders, Ministers and senior officials from the 53 Commonwealth nations also met at Lancaster House in London to discuss how member states will work even closer together on sustainability, fairness, security and prosperity. Member states also discussed ways of collaborating to tackle the threat of climate change. Under consideration by leaders at CHOGM 2018, were:
- A Commonwealth Blue Charter on ocean governance
- A Commonwealth connectivity agenda for trade and investment
- A declaration on cybercrime
- Revised Commonwealth guidelines on election observation in member countries

Commonwealth leaders reaffirmed their continuing gratitude for the duty and commitment that Queen Elizabeth II has shown to all members of the Commonwealth over the decades and her role in championing the Commonwealth and its peoples. Commonwealth leaders also confirmed that the next Head of the Commonwealth will be HRH The Prince of Wales.

During the 2018 Commonwealth Women’s Forum, the CPA and CWP held a joint session on ‘Commonwealth Women and CWP held a joint session on ‘Towards a Common Future’ to discuss youth unemployment; violent extremism; cyber security; climate change and climate resilience; inclusion and equity; health; democracy and governance. The 2018 Commonwealth Youth Forum was opened by HRH Prince Harry who had also been appointed as the new global Commonwealth Youth Ambassador Kadaga, Speaker of the Parliament of Uganda on violence against women in elections.

The Chairperson of the Commonwealth Parliamentary Association (CPA) Small Branches, Hon. Angelo Farrugia, Speaker of the Parliament of Malta spoke about the importance of the separation of powers between the legislature, the executive and the judiciary to ensure effective governance and democracy at a workshop session at 2018 Commonwealth People’s Forum. The CPA Small Branches Chairperson also highlighted the CPA’s role in the establishment of the Commonwealth Latimer House Principles on the separation of powers and the CPA’s Recommended Benchmarks for Democratic Legislatures.

The 2018 Commonwealth Youth Forum, held ahead of CHOGM 2018, brought together over 500 youth delegates to engage in planning, capacity-building and a General Assembly where they finalised their priorities on youth-led action in development and elected their new Commonwealth Youth Council. Several Commonwealth Parliamentary Association (CPA) youth programme participants joined young people from across the Commonwealth under the theme of ‘Powering our Common Future’ to discuss youth unemployment; violent extremism; cyber security; climate change and climate resilience; inclusion and equity; health; democracy and governance. The 2018 Commonwealth Youth Forum was opened by HRH Prince Harry who had also been appointed as the new global Commonwealth Youth Ambassador Kadaga, Speaker of the Parliament of Uganda on violence against women in elections.

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C.P.A. PROGRAMMES - PROGRESS AND KEY OUTPUTS AGAINST INTERMEDIATE OUTCOMES

Parliamentary Benchmarking and Development

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<th>Strategic Pillar</th>
<th>Parliamentary Benchmarking and Development</th>
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<tbody>
<tr>
<td>Intermediate Outcomes</td>
<td>A strong and effective pool of parliamentarians and parliamentarystaff across the Commonwealth who are better equipped on fundamentals of parliamentary practices and procedures</td>
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**Technical assistance responds flexibly to needs and priorities of member legislatures and 'Special Interest Groups'**

**FLAGSHIP PROGRAMME: C.P.A. Parliamentary Fundamentals Course on Practice and Procedure**

The CPA Parliamentary Fundamentals Course on Parliamentary Practice and Procedure provides an accredited programme for parliamentarians, consisting of both an online distance learning component as well as a one-week residential component. This course is accredited to two reputable Commonwealth universities to ensure quality, consistency and reputation of training. McGill University in Canada and the University of the Witwatersrand in South Africa.

There are two versions of the course run for Commonwealth Parliamentarians:

1. For Commonwealth Parliamentarians with up to two years' experience of being a Parliamentarian – general course with the University of the Witwatersrand
2. For Commonwealth Parliamentarians from CPA Small Branches with up to two years' experience of being a Parliamentarian – CPA Small Branches course with McGill University.

The CPA Fundamentals Programme on Parliamentary Practice and Procedure was first launched in 2016 and is the first course of its kind. The programme aims to develop well informed, skilled parliamentary leaders, who will go on to contribute to creating strong democratic legislatures that adhere to the principles of good governance.

The programme is interactive and comprehensive, comprising online modules as well as face-to-face contact sessions on-site with partner universities. This programme aims to develop well informed, skilled parliamentary leaders, who will go on to contribute to creating strong democratic legislatures that adhere to the principles of good governance.

**CPA Parliamentary Fundamentals Course on Practice and Procedure at the University of the Witwatersrand, South Africa**

Commonwealth Members of Parliament enrolled on the 2018 CPA Fundamentals course and the online component of the programme ran from 1 to 16 October 2018. Participants attended the residential component of the course at the School of Governance at the University of the Witwatersrand in South Africa from 19 to 26 November 2018. The online course focussed on parliamentary practices and theories, and the residential component on the role of power and privilege in the work of Parliamentarians.

The CPA Headquarters Secretariat received 26 nominations from CPA Branches for the General programme: Asia, Australia, Zanzibar, Bangladesh, Belgium, Canada, Ghana, Georgia, Kenya, Khyber Pakhtunkhwa, Maldives, New South Wales, Nyasa, Northern Territory, Samoa, Sri Lanka, Tanzania, Malaysia, New Zealand, Western Cape, Western Australia, Zambia.

**CPA Parliamentary Fundamentals Course on Practice and Procedure for Small Branches at McGill University, Canada**

The 2018 CPA Fundamentals Small Branches course online component began on 9 July 2018 and participants will complete their last online module in March 2019. The residential component of the CPA Fundamentals course was held at McGill University in Canada from 5 to 10 October 2018. The CPA Headquarters Secretariat received a total of 21 nominations from CPA Small Branches for the course: Australian Capital Territory, Belize, Bermuda, Bougainville, Falkland Islands, Isle of Man, Grenada, Kiribati, Malta, Northern Territory, Samoa, St Helena, St Lucia, St Vincent and the Grenadines, Turks and Caicos and Tanzania.

The programme provided many benefits:

- Increased awareness, understanding and ownership of CPA Benchmarks
- Skilled parliamentary leaders, who will go on to contribute to creating strong democratic legislatures that adhere to the principles of good governance
- Balochistan, Guajarat, Gauteng, Ghana, Guyana, Jamaica, Kenya, Khyber Pakhtunkhwa, Namibia, Queensland, Sri Lanka, Tanzania, Malaysia, New Zealand, Western Cape, Western Australia, Zambia.

Dr. Caraola Weil, Dean, School of Continuing Studies, McGill University said: "The team at McGill’s School of Continuing Studies is honored and proud to support Commonwealth Parliamentarians and the C.P.A. mission of advancing parliamentary democracy. Thank you for the carefully calibrated CPA Fundamentals Programme leading to the McGill Professional Development Certificate in Parliamentary Governance, under the guidance of Professor Frederick Staatshurt and Inma Popova, Director of Career and Professional Development Non-Credit Programs. We are able not only to offer an exciting model for professional education, but also celebrate the value and impact of the C.P.A. McGill collaboration to foster good governance and positive change with the CMED Best Custom Program award.”

**Monitoring and Evaluation – CPA Fundamentals Course**

The response to the CPA Fundamentals course in 2018 from CPA Branches demonstrates participation from eight out of the nine CPA Regions and, when compared to 2017, has greater gender balance with 18 female and 29 male applicants.

Feedback from participants at the University of the Witwatersrand:


- Hon. Nomathamba Emily Molokgeli, MLA, Gauteng, South Africa stated: “It is one of the best universities in South Africa. Accessibility is good, and the standard of teaching is excellent.”

- Hon. Ziaullah Khan Bangash, MPA, Khyber Pakhtunkhwa said: “The CPA Secretariat has done an excellent job for organizing this residential week course. In my point of view, I think it was a perfect residential week. Enjoyed it a lot.”

Feedback from participants at McGill University:

- Hon. Leona Roberts, MLA Falkland Islands stated: “It has helped to clarify some areas of uncertainty reinforced some things I knew, but had given a lot of ideas for strengthening our Assembly. Fantastic to learn from and about the rest of the group.”

- Hon. Marcia S. Barnwell, St Vincent and the Grenadines stated: “This course provided me with the knowledge and guidance that I ought to have had at the time of becoming a Parliamentarian – very valuable and practical learning.”

**Media coverage:** Media coverage in Jamaica reported on four members of the CPA Jamaica Branch who benefited from the CPA Fundamentals Programme on Practice and Procedure staged by the Commonwealth Parliamentary Association including State Minister for Foreign Affairs and Foreign Trade, Pearnel Charles Jr. who said: "We were able to host other representatives from different Parliaments across the African continent and also from the Caribbean and Asia. It has really opened our eyes to some of the practices and what we need to do to better our parliamentary procedures in Jamaica.”

- 26/10/2018: The race is not given to the swift...

- Bermuda, CPA Fundamentals Programme Small Branches - Royal Gazette
- 10/11/2018: New Zealand to strengthen parliamentary expertise (CPA Fundamentals WITS - Scoop New Zealand

Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review 2018 | 17
Professional Development Programme for Parliamentary Staff

The Professional Development Programme for Parliamentary Staff is in its 5th year of delivery. Designed in close collaboration with senior parliamentary staff from Africa, Asia, Australia, Europe and North America, the programme is aimed at giving mid-level parliamentary staff a better understanding of the roles and responsibilities of Parliaments worldwide and greater insights into the workings of their own Parliaments. Designed in collaboration with the World Bank Group and McGill University, it is uniquely designed to meet the professional development needs of parliamentary staff in the 21st century. To this end, topics covered in the course include the following: Parliamentary Democracy, Accountability, Legislative Oversight, Representation, Corporate Management of Parliaments, and Parliamentary Procedure.

In 2018, the CPA Headquarters Secretariat sponsored 12 Parliamentary staff members to attend this programme which took place in Nairobi, Kenya at the Enashipai Resort and Spa in Naivasha from 19 to 23 March 2018.

Parliamentary staff training programme in Kenya builds skills for Commonwealth Parliaments

Parliamentary staff from 15 Commonwealth Parliaments have undertaken a staff development programme at the Enashipai Resort in Naivasha, Nakuru County (100km from Nairobi), Kenya which has been organised by the Centre for Parliamentary Studies and Training (CPST) and the Parliament of Kenya. The Speaker of the National Assembly of Kenya, Rt Hon. Justin Muturi, MP opened the seminar and described the training as an empowering tool for staff who play a crucial role in Parliament. He said: “This training will help improve the skills and knowledge of the senior staff and will help the National Assembly play its role better.”

Founded by the World Bank and McGill University in collaboration with the Commonwealth Parliamentary Association and other international partners, this intensive professional development programme builds skills for the Professional Development Certificate in Parliamentary Management and the programme includes a one-week residency seminar followed by expert moderated online courses and one-on-one professional mentoring. The course covers a diverse range of topics including government accountability; parliamentary research; corporate management of Parliament; and e-learning. Keynote speakers at the seminar included the Clerk of the National Assembly of Kenya, Mr Michael Sialai; Professor Nyokabi Kamau, the Executive Director of CPST and Professor Rick Stapenhurst from McGill University, Canada.

The following CPA Branches were represented at the training (funded through the CPA Headquarters Secretariat): Australia; Fiji; Gujerat; Jersey; New Zealand; Northern Ireland; Pakistan; Kwazulu-Natal; Mryanmar; North West Province (South Africa); Trinidad and Tobago; and Zambia. In addition, three further Branches attended the programme (not CPA funded): Tanzania, Kenya and Guyana.

Commonwealth Parliamentary Research Service (CPRS)

The Commonwealth Parliamentary Research Service (CPRS) offers to Parliaments and Parliamentarians a research service to supplement those available to Parliament on a range of specialist subjects. The service is offered to all CPA Branches and invites input from all CPA Branches. The CPA is able to provide CPA Branches with access to the wider CPA network and collate responses for the original CPA Branch who have made the enquiry.

In 2018, the CPA Headquarters Secretariat received six CPRS queries from CPA Branches. Examples include:

- A CPRS request from a CPA Branch concerning the protocols for the opening of a new Parliament building was sent to the CPA Headquarters. Enquiries were sent to CPA Branches in June 2018 with two responses received from CPA Branches in Guyana and the Cayman Islands.

- A CPRS request was made by a CPA Branch in July 2018 with regards to new information, ideas and initiatives to assist in the renewal of their Sustainable Development Plan. Five CPA Branches responded to the request: Pakistan, Guyana, Tuvalu, Canada Federal and Northern Ireland.

- A CPRS request was received from a CPA Branch concerning Secondary Legislation. Enquiries were sent to CPA Branches in December 2018 and twelve CPA Branches responded to the request: Queensland, New South Wales, Jersey, Cyprus, Malta, Scotland, Canada Federal, Alberta, South Australia, Jamaica, Punjab (India) and Gujerat.

CPSA Clearing House

The CPA Clearing House Facility matches requests from Members of one Branch who are seeking a visit or exchange with another Branch that is willing to offer such opportunities. This helps to strengthen collaboration between CPA Branches and Regions beyond the traditional Parliamentary swimming arrangements that currently exist, thus opening up significant opportunities for cross-Benchmarking of Parliamentary Branches and Regions to compare best practices from various countries represented.

This programme uncovers possibilities for exchange programmes for CPA Branches and the further sharing of knowledge and experiences in parliamentary practice, procedure, institutional set-up and law-making, amongst others. It aims to serve as the central information platform for Parliaments in the Commonwealth to compare best practices resulting from Parliament to Parliament exchanges which can then be shared with the relevant stakeholders in the Commonwealth parliamentary community.

The CPA Clearing House Facility was launched in January 2018 with all CPA Branches and the CPA Headquarters Secretariat continues to promote this to all CPA Branches with 46 CPA Branches registering for the service and 12 matches to date.

In line with the aim of this programme to foster sharing of parliamentary expertise, the CPA Headquarters Secretariat is partially funding the restoration of the two parliamentary maces of the Parliament of Jamaica by restoration experts from Canada.

Monitoring and Evaluation - Professional Development Programme for Parliamentary Staff

Gender Balance: 42% female: 58% male

Feedback from Parliamentary staff:

- Participant from Gujarat, India - “The face to face component of the programme is pivotal for improving the effectiveness of the participants on the course.”
- Participant from Gujarat, India - “...topics like Oversight and Corruption, Representation, Benchmarking of Parliamentary Performance have improved my insights towards various core functions of the Parliament.”
- Participant from North West Provincial Legislature, South Africa - “...the class set up challenged one’s knowledge and understanding on matters relating to legislative sector management and also provided a good platform for one to engage, exchange knowledge and experience on some good practices from various countries represented.”
- Participant from Gujarat, India - “Overall, all the experts who delivered the various topics at the residency programme in Kenya had cross country and international experience with lots of research work and having acquired knowledge of the topic.”
- Participant from North West Provincial Legislature, South Africa - “The residency week programme was very useful and provided good opportunities for individuals to network, exchange knowledge and international good practices in the legislative sector discipline. Having been in the legislative sector within the South African government for almost a decade, I found presentations and discussion topics very informative and challenging as well.”
- Participant from Gujarat, India - “[The Programme] gave me knowledge about the usefulness of various parliamentary tools to increase the efficiency and performance and achieve the desired results using these tools effectively. I will use these learnings from the programme to minimize difficulties, enhance effectiveness and get things done in the right way with minimum possible time.”

Social Media Coverage: The CPA Headquarters Secretariat posted online about the Professional Development Programme for Parliamentary Staff on Twitter reaching 1,861 page impressions (views).
The newly updated CPA Recommended Benchmarks for Democratic Legislatures were launched at an event held by the Commonwealth Parliamentary Association (CPA) and the Westminster Foundation for Democracy (WFD) on 7 November 2018. Speaking at the launch event for the new CPA Benchmarks, the Chairperson of the Commonwealth Parliamentary Association, Hon. Emilia Lifaka, MP, Deputy Speaker of the National Assembly of Cameroon, said:

“The pioneering Recommended Benchmarks for Democratic Legislatures is one of the CPA’s most important pieces of parliamentary strengthening work and the updated CPA Benchmarks is vital as we seek to further strengthen Parliaments and Legislatures in line with the aspirations of the Commonwealth Charter, the SDGs and the changing demands of our citizens.”

Lord Tatj Ahmed of Wimbledon, UK Minister of State for the Commonwealth and UN attended the launch and said: “The Commonwealth was founded to promote and instil democratic values, and these CPA Benchmarks offer clear standards for us all to adhere to, to help as we strive to live up to the Commonwealth’s founding principles. Maintaining and, indeed strengthening, our democratic standards was important twelve years ago when the first set of Benchmarks were launched. It is even more so now, when democracy and democratic values are under threat all over the world.”

Hon. Angelo Farrugia, MP, Speaker of the Parliament of Malta and CPA Small Branches Chairperson said: “It is an honour to have been so intimately involved in this latest milestone for the CPA Benchmarks programme, which spanned 10 years. The updated CPA Benchmarks place great importance to the Commonwealth’s smallest parliaments and, as the Speaker of the Maltese Parliament, I welcome the opportunity to further enhance the CPA Benchmarks and I would encourage other Parliamentarians to consider assessing their Parliaments against the CPA Recommended Benchmarks for Democratic Legislatures.”

Thomas Hughes, speaking on behalf of the Westminster Foundation for Democracy (WFD), said: “We know that Parliaments are a crucial institution that embody representative democracy and are essential in the protection of human rights. In this sense, the updated CPA Benchmarks are an excellent tool to assist Legislatures in their efforts to achieve this ambitious goal.”

Guests at the CPA Benchmarks launch event also heard from Dr Roberta Blackman Woods, MP (United Kingdom) about the benchmarking experience of the UK Parliament and Hon. Juan Watterson, performance of the House of Keys (Isle of Man) about how the Isle of Man Parliament had implemented parliamentary strengthening as a result of their self-assessment against the CPA Benchmarks.

Since the inception of the CPA Benchmarks, many Commonwealth Parliaments throughout the membership of over 180 Legislatures have undertaken self-assessments using the Benchmarks or have incorporated the Benchmarks into their own parliamentary standards. The focus on measuring impact and the need to demonstrate the effectiveness of legislatures is critical at a time of increased scrutiny of Parliaments and of Parliamentarians and the CPA Recommended Benchmarks for Democratic Legislatures provide a key tool in assisting parliaments to demonstrate their performance, increase their self-awareness and prioritise areas for development.

To access the updated CPA Recommended Benchmarks for Democratic Legislatures please visit www.cpahq.org/cpahq/benchmarks.

*Background information: The Commonwealth Parliamentary Association (CPA) together with its partners conducted the exercise which drew on and convened its network to result in the publication of the CPA Recommended Benchmarks for Democratic Legislatures in 2006. These benchmarks were the outcome of an original Study Group hosted by the Parliament of Bermuda on behalf of the Commonwealth Parliamentary Association and the World Bank Group with support from the United Nations Development Programme, the European Parliament and the National Democratic Institute for International Affairs. The Benchmarks for Democratic Legislatures have been used extensively in parliamentary strengthening across the Commonwealth since 2006.

The updated CPA Recommended Benchmarks for Democratic Legislatures is part of a wider project, the Commonwealth Partnership for Democracy, which is being led by Westminster Foundation for Democracy (WFD) working with partners including the Commonwealth Parliamentary Association (CPA), the CPA UK Branch and the Commonwealth Local Government Forum (CLGF). The Commonwealth Partnership for Democracy was launched during the recent 2018 Commonwealth Heads of Government Meeting (CHOGM) in London, UK. Over the next two years, the programme will work with Parliaments in 18 Commonwealth Member States across Sub-Saharan Africa and South-Eastern Asia.

CPA Technical Assistance Programmes (TAP)

This Programme aims at enhancing the current CPA’s Recommended Benchmarks for Democratic Legislatures Assessment process by offering a Technical Assistance Programme (TAP) to support Legislatures who have not fully met all of some of the CPA Recommended Benchmarks for Democratic Legislatures.

In 2018, the CPA has continued to support Technical Assistance Programmes, furthering the intermediate objective of the TAP programme to develop a bespoke road map to meet the benchmarks within a defined timeline while providing the CPA with an opportunity to demonstrate ‘added value’.

CPA Technical Assistance Programme for the Parliament of Fiji

The two-year CPA Technical Assistance Programme for the Parliament of Fiji began in 2016. The TAP consisted of the following three components: speech writing, project proposal formulation and parliamentary airtime for parliamentary staff. All components of the TAP have now been completed.

Monitoring and Evaluation – CPA TAP (Fiji)

News Coverage: A feature article reporting on the CPA Technical Assistance Programme for Fiji was published in the CPA’s publication, The Parliamentarian (2018 Issue One) authored by Hon. Dr Jiko Lweni, Speaker of the Parliament of Fiji.
CPSA Post-Election Seminars (PES)
The CPA Post-Election Seminars are aimed at building the capacity of newly elected Members of Parliament so they function efficiently and effectively in the performance of their democratic duties. The objectives are two-fold: to disseminate information on diverse good practices in Commonwealth Parliaments, and to promote an understanding of the way parliamentary procedures and practices can embed good governance into a system. This seminar is also useful as a refresher course for returning Members. The CPA Headquarters Secretariat communicates with CPA Branches on an ongoing basis to plan for future Post-Election Seminars. In 2018, the following CPA Post-Election Seminars took place:

CPSA Post-Election Seminar, St Helena
20th-27th January 2018 in Jamestown, St Helena (a CPA Roadshow was also held in conjunction with the PES).
- A total of 20 Members of the St Helena Legislative Council attended the PES.
- Resource persons: Hon. Barry House, Former President of the Legislative Council of Western Australia; and Mr Roger Phillips, Clerk of Turks and Caicos. Speaker of the House of Keys and Council to the Speaker, Isle of Man; as well as local Members and officials from St Helena.

The seminar was opened by Hon. Eric Benjamin, MLC, Speaker of the Legislative Council of St Helena and Her Excellency Lisa Phillips, Governor of St Helena. Commitment to improving democratic processes in the legislature was demonstrated by the active participation in the seminar of Members from all sides of the House.
- Hon. Eric Benjamin, MLC, Speaker of the Legislative Council of St Helena said: “Hon Members will be fully aware that over the past years the benefits we have received as Members of this great Commonwealth Parliamentary Association have been many, not only in training which it continues to offer us but also in many other material benefits too; some evident in this room. On behalf of the Members of the CPA St Helena Branch, I wish to convey our thanks and appreciation to the CPA Secretariat for the interest it has shown in St Helena. I shall look forward to these discussions with great interest and I hope that Members will embrace the benefits of this training.”
- The CPA Secretary-General, Mr Alakr Khan, a message delivered on his behalf by Ms Meenakshi Dhar from the CPA Headquarters Secretariat, said: “The CPA Post-Election Seminar in St Helena demonstrates the CPA’s commitment to our Small Branches and to the territorial legislatures that we represent. The CPA Post-Election Seminar is emblematic of the mutuality of learning among CPA Members, small and large, which is so much part of the life blood of the CPA family. I am delighted that the CPA is able to share good practice with local Members on issues such as the importance of Codes of Conduct as a tool to help address the trust deficit in Parliaments; the importance of gender equality in parliament; and the essential role that an effective Committee can play. This peer-to-peer learning and bringing together of expertise from across the Commonwealth, goes to the heart of the CPA’s key strengths as an Association.”

Monitoring and Evaluation: CPA Post-Election Seminar, St Helena
Gender balance: 70% male: 30% female
Feedback from Members:
- Hon. Kylie Hercules, Member of Legislative Council of St Helena: “Public speaking tips [were] certainly extremely valuable, we are unique and when considering change remember not to just adapt another system from the Commonwealth but do what works best for us, our needs. I actually, honestly did not know what to expect, thought it was going to be much, much, very significantly, less than it was. I can say I am 100% more informed, very confident but still slightly nervous at public speaking. The impact of the seminar is such positive impact, the discussions brought about new ideas which will certainly make this Legislative Council more effective. The exposure of such differences in other Commonwealth Parliaments are deeply valued, some ideas for moving forward will certainly be considered.”
- Hon. Chloë Ewell, Member of Legislative Council of St Helena: “The many benefits which the seminar has leveraged to enhance democracy and propagate good governance.”

Hon. Aden Duale, MP; and the Leader of the Majority Party, Hon. Aden Duale, MP; and the Leader of the Minority Party, Hon. John Ayo, MP; also addressed the seminar.

The CPA Secretariat General, Mr Alakr Khan, addressed the opening of the seminar and said: “Elections as a demonstration of democracy have the potential to bring about a remarkable change to frameworks, systems and development. The CPA Post-Election Seminars serve as reflection of the ‘mutuality of learning’ which is at the heart of our CPA mandate of connecting, developing and promoting community of Parliaments and Parliamentarians who individually and collectively strengthen their commitment to democracy, governance and the Commonwealth.”

News Coverage: Media coverage included local news coverage (1 TV news report, 2 print articles, 3 digital and 1 radio). The CPA Post-Election Seminar and subsequent CPA Roadshow were featured on CPA social media channels.

Social Media Coverage: The CPA Headquarters Secretariat posted online about the St Helena CPA Post-Election Seminar on both its Twitter and Facebook page, reaching a total of 15,802 page impressions (views) on Twitter and 2,122 impressions on Facebook. The highest reaching post was posted on the CPA Twitter page on 22 January 2018 gaining 7,340 page impressions (views).

CPSA Post-Election Seminar, Kenya
4 to 8 March 2018 in Mombasa, Kenya.
- A total of 33 Members of the National Assembly of Kenya attended the PES.
- The CPA Post-Election Seminar in Kenya focused on the theme of ‘Sharing our experiences to enhance good governance and continuously safeguard the welfare of the nation’ which enabled recently elected Parliamentarians to gain a broader understanding of the principles of parliamentary democracy and strengthen their skillsets.
- Resource persons: Hon. Alexander Mendes, MP; CPA Vice-Chairperson and Member of the Federal Parliament of Canada spoke about parliamentary ethics and codes of conduct; Rt Hon. Dr Patrick Matthia, Speaker of the National Assembly of Zambia; and Hon. Lady Justice Philomena Mwilu, MGH, Deputy Chief Justice and Vice President Supreme Court of Kenya spoke about the importance of the separation of powers between the legislature, the executive and the judiciary; Senator Lucy Gichuhi from the Federal Parliament of Australia spoke about her experiences as a Member of Parliament; Mr Tom Duncan, Clerk of the Legislative Assembly for the Australian Capital Territory and CPA Australia Regional Secretary presented on overcoming the challenges of managing parliamentary business; and Mr Jerry Hurtz, Director of Government Relations at the National Democratic Institute gave examples of parliamentary accountability and ethics in the USA.

Hon. Justin B. Munut, MP, Speaker of the National Assembly of Kenya opened the seminar and said: “Parliaments must remain an inspiration to society and they must also carry the burden of actualizing these aspirations. Parliaments remain an intrinsic component of the success that the Commonwealth has leveraged to enhance democracy and good governance.” Hon. Moses Cheboti MP, Deputy Speaker of the National Assembly of Kenya, the Leader of the Majority Party, Hon. Aden Duale, MP, and the Leader of the Minority Party, Hon. John Ayo, MP; also attended the seminar.

The CPA Secretariat General, Mr Alakr Khan, addressed the post was posted on the CPA Twitter page on 5 March 2018 gaining 8,586 page impressions (views).

Monitoring and Evaluation: CPA Post-Election Seminar, Kenya
Feedback from Members: 94 feedback forms were completed by delegates.
- Hon. James O’Konyo, MP, Member of Kenyan Parliament: “The many resources persons invited are inspirational and very helpful. The seminar exceeded my expectations.”
- Member of Kenyan Parliament: “There is a need for us to have more seminars so that we can do away with tribal hatred among Kenyans. This kind of workshop is bringing us together to create love and harmony.”
- Naomi N. Shahab, MP, Member of Kenyan Parliament and Commissioner on the Parliamentary Service Commission: “I will reach out to all my colleagues even the ones in the opposition party. This will be to discuss matters concerning the constituency I represent.”
- Hon. Charles G. Gimose, Member of Kenyan Parliament: “Oversight of the Executive and other organs of government, for continued state stability. Crucial to functional systems of government and wealth creation, job opportunities and national cohesion.”
- Senator Lucy Gichuhi from the Federal Parliament of Australia: “To improve understanding of Kenyan parliamentary system and have an opportunity to share my experience in Australian Parliament – Absolutely my expectations were met.”

News Coverage: Media coverage included extensive local news coverage (3 TV reports, 2 print, 3 digital and 1 radio). Social Media Coverage: The CPA Secretariat posted on social media reaching a total of 18,294 page impressions (views) on Twitter and 1,520 impressions on Facebook. The highest reaching post was posted on the CPA Twitter page on 5 March 2018 gaining 3,836 page impressions (views).
CPA Post-Election Seminar, Nevis
13 to 16 May 2018 in Charlestown, Nevis (a CPA Roadshow was also held in conjunction with the PES)

- A total of 8 Members of the Nevis Island Assembly attended the PES with 3 additional members from the St Kitts and Nevis Assembly.
- Resource persons: Senator Wade Mark (Trinidad and Tobago); Hon. Gail Teixeira, MP; Opposition Chief Whip (Guyana); Mr Nigel Jones, Deputy Clerk of Parliament of Barbados, as well as local Members and officials from St Kitts and Nevis.

The seminar was opened by Hon. Farrell Smithen, President of the Nevis Island Assembly; Her Excellency Mrs Marjorie Mathurin, Acting Deputy Governor-General of St Kitts and Nevis; Hon. Mark Brantley, MP; Premier of Nevis Island Assembly and Minister of Foreign Affairs for St Kitts and Nevis; and the CPA Secretary-General, Mr Akbar Khan.

Hon. Mark Brantley, the Premier of Nevis said: “The Commonwealth is diverse and democracy among its member states takes different shapes and forms. It is therefore critical that we become inclusive and embrace different cultures, traditions and values as we endeavour to strengthen and promote democracy globally. As we become more inclusive, we must however continue to commit ourselves to the values and tenets that define us - free and fair elections, rule of law, separation of powers, respect, understanding, tolerance, freedom of expression, gender equality, good governance and human rights.”

At the opening of the seminar, the CPA Secretary-General said: “The CPA is pleased to partner with the Nevis Island Assembly to support the strengthening of democratic governance in one of the smallest legislatures in our Commonwealth western hemisphere. The CPA Post-Election Seminar has demonstrated the CPA’s commitment to our Small Island States and the strengthening of democratic governance and human rights.”

Social Media Coverage: Media coverage included a CPA press release to the membership and an online news story in local media.

Monitoring and Evaluation: CPA Post-Election Seminar, Nevis
Gender balance: 82% male; 18% female participants.

Feedback from Members:
- Hon. Sen. Troy Liburd, Member of the Nevis Island Assembly: “I am very pleased to see the CPA offering opportunities to all Members in a way that is available to us all, no matter where we are in the Commonwealth. As a Parliamentarian, the concept of being able to tap into an online resource in my own time is very attractive. The CPA Masterclasses that I have seen are both informative and presented in a way that is accessible and engaging. I commend the CPA for taking an innovative approach that responds to Members’ needs.”

Below left and below right: The CPA Roadshow for young people took place in Nevis alongside the CPA Post-Election Seminar.
Commonwealth Parliamentarians with Disabilities

Commonwealth Parliamentarians at first ever Global Disability Summit

On 24 July 2018, the first ever Global Disability Summit was hosted in London by the UK Department for International Development (UK-DFID), together with the International Disability Alliance and the Government of Kenya. The summit took place at the Queen Elizabeth Olympic Park in London and brought together more than 1,000 delegates from governments, donors, private sector organisations, charities and organisations of persons with disabilities. Delegates gave 170 ambitious commitments from all over the world to take action on stigma and discrimination against people with disabilities and 301 organisations and governments have signed the Charter for Change – an action plan to implement the UN International Convention on Disability.

Hon. Dennitah Ghati, MP, National Assembly of Kenya wrote an article about the Global Disabilities Summit and the Parliamentarian: "In July 2018, representatives from across the world were in London, UK for the first ever Global Disability Summit 2018, a summit that was graciously hosted by the UK and Kenya governments. I was privileged to attend and participate as the Member of Parliament in the Kenya Parliament, representing persons with disabilities and as the Executive Member of the CPA Kenya Branch, and as a member of the newly formed CPwD (Commonwealth Parliamentarians with Disabilities) Network. The opportunity accorded me to attend the Global Disability Summit and the chance to discuss further the new Commonwealth Parliamentarians with Disabilities (CPwD) network with an aim to domesticate it in Africa and promote the network to the East African and Southern Africa sub-regions of the Commonwealth Parliamentary Association. I am spearheading the actualization of this network in the wider CPA Africa Region to promote the advancement of Parliamentarians with disabilities across the CPA Africa Region."

The Commonwealth Women Parliamentarians (CWP) seeks to work for the better representation of women in Legislatures and for the furtherance of gender equality across the Commonwealth. Furthermore, the CWP seeks to ensure that gender continues to be mainstreamed across all activities to assist legislatures to exceed the Commonwealth target of at least 30% of women in decision making positions across all representative bodies. A Steering Committee of 12 Members plans the activities of the CWP which includes one representative from each of the nine CPA Regions plus the CWP President and Chairperson. The Chairperson serves a term of three years and the President serves for one year.

The CPA Secretariat has developed the new three-year CWP Strategic Plan 2017-2019 which has been circulated across the CWP Steering Committee Members, all CPA International Executive Committee Members; and, all CPA Branches. The Strategy has guided the CWP's activities for the past 18 month period and will continue to inform priorities and activities throughout 2019. In 2018, the CWP made fundamental progress against its intermediate outcomes.

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Commonwealth Women’s Forum at the Commonwealth Heads of Government Meeting (CHOGM) 16-20 April 2018 - The CPA and the Commonwealth Local Government Forum held a joint session on ‘Women’s Political Participation at All Levels’ at the Commonwealth Women’s Forum.

• The session was chaired by Rt Hon. Helen Clark, former New Zealand Prime Minister and UNDP Administrator, who led the discussion on the challenges facing women’s political participation in local and national government.

• The panelists who contributed to the session included: Hon. Councillor Baumbridge Malambo, Magwa Ward, Zambia; Hon. Angela Thoko Didiza MP, CWP Chairperson, Africa Region; Councillor Rev. Esslinger, Chair of the Federation of Canadian Municipalities’ Standing Committee on International Relations; Hon. Maria Browne MP, Minister of Housing, Lands and Urban Renewal, Government of Antigua and Barbuda. The session also saw the keynote address delivered by Mayor Sunakshi Kalha Kamara, Mayor of Makeni, Sierra Leone, and the concluding statement delivered by Professor Sarah Childs, Professor of Politics and Gender at Birbeck University.

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Commonwealth Women Parliamentarians attended a high-level events and activities. To mark International Women’s Day 2018, celebrated International Women’s Day 2018 with a wide range of CWP Pacific Region – Hon. Poto Williams, MP (New Zealand). Hon. Datuk Hajah Normala binti Abdul Samad, MP (Malaysia); Yasmin Ratansi, MP (Canada); CWP South East Asia Region – Shirley Osborne, MLA (Montserrat); CWP Canada Region – Hon. Jennifer Aitchison, MP (New South Wales); CWP British Islands Thoko Didiza, MP (South Africa); CWP Australia Region – Hon. Dr Noraini Ahmad, MP (Malaysia); CWP President – Hon. Cherie Blair, QC (United Kingdom)

Champion please email hq.sec@cpahq.org.

parliamentary representation. To contact the CWP Alumni as a consultant in international development to increase women’s diversity at James Cook University in Queensland and now works she held many positions and served on numerous Parliamentary held in London, UK in November 2018. The CWP Chairperson and a teleconference of the CWP International Steering Committee Commonwealth Women Parliamentarians attend the Commonwealth Women Parliamentarians – Activities with Partners in 2018

Commonwealth workshop focuses on Women’s Economic Empowerment after CHOGM 2018

The Secretary-General of the Commonwealth Parliamentary Association (CPA), Mr Akbar Khan spoke at a workshop at the Commonwealth Women’s Economic Empowerment after CHOGM: State of play and what next during the UK’s turnover Chair-in-Office on 24 July 2018. The workshop, organised in partnership with the Commonwealth Businesswomen’s Network (CBWN), brought together Commonwealth High Commissioners, businesswomen from the public and private sectors, representatives of Commonwealth Accredited Organisations and the Commonwealth Secretariat’s Gender Unit.

Dr Lesley Clark, a former Member of the Legislative Assembly of Queensland in Australia has been nominated to the position of CWP Alumni Champion and she will act as an Ambassador for the CWP network and will share her experience and expertise across the CPA and CWP’s membership. Dr Lesley Clark was Member of Parliament from 1989 to 1995 and again from 1998 to 2006. Like many Members of Parliament, she was involved with local politics before entering Parliament, serving as a member of the Malaprapa Parish Council. During her parliamentary career she held many positions and served on numerous Parliamentary Committees, giving her a wealth of experience. Since retiring from Parliament, she has held the position of the Director of Equity and Diversity at James Cook University in Queensland and now works as a consultant in international development to increase women’s parliamentary representation. To contact the CWP Alumni Champion please email las.wc@cwpa.org

Commonwealth Women Parliamentarians Steering Committee teleconference

The Chairperson of the Commonwealth Women Parliamentarians (CWP), Hon. Dr Dato’ Noraini Ahmad, MP (Malaysia) also held a teleconference of the CWP International Steering Committee during the margins of the CPA Executive Committee meetings held in London, UK. The CWP Chairperson and CWP Steering Committee representatives from four out of nine CPA Regions joined the teleconference to discuss future activities on gender equality in Parliaments and planning for events in 2019.

Commonwealth Women Parliamentarians attend the first historic Women MPs of the World Conference

In an historic first, women MPs from five continents and almost 100 countries including many Members of the Commonwealth Women Parliamentarians (CWP), met in the ‘Mother of Parliaments’ in Westminster for a unique conference, held to mark 100 years since the first women in the United Kingdom gained the right to stand for election to Parliament. The conference was granted the rare privilege to hold its proceedings in the House of Commons Chamber at the Parliament of the United Kingdom.

The one-day event brought together women MPs from around the world to celebrate their achievements, discuss how to strengthen visibility and further empower women Parliamentarians to continue to drive change nationally and internationally. The focus of the event was to inspire the next generation, to contribute to women’s equal participation in Parliaments globally, and to demonstrate how elected women around the world are shaping the political agenda and making a difference to women and girls in their home countries. Delegates discussed how to advocate for greater representation of women in Parliament and public life, as well as exploring the specific challenges facing women MPs and how these might be overcome.

The historic event was co-hosted by the United Kingdom Secretary of State for International Development and Minister for Women and Equalities, Rt Hon. Penny Mordaunt, MP, who gave the opening speech in the House of Commons Chamber and the conference was also supported by the UK Leader of the House, Rt Hon. Andrea Leadsom, MP and the former Deputy Leader of the Opposition and the Mother of the UK House of Commons, Rt Hon. Harriet Harman, MP, who also contributed to the debate in the chamber.

The delegates to the conference included many Members of the Commonwealth Women Parliamentarians (CWP) as well as Women MPs from: Colombia, Egypt, Indonesia, Oman, Ireland, Slovakia, Venezuela, Bosnia and Herzegovina, Philippines, Israel, Romania, Peru, Norway, Burkina Faso, Nepal, Turkey, Albania, Senegal, Germany, Guinea, Afghanistan, Greece, Jordan, Brazil, Tunisia, Iceland.

*Rt Hon. Harriet Harman, MP is the current ‘Mother of the House’ in the UK Parliament as the longest continuously serving woman MP, first elected in 1982.

CWP Regional Activities: Regional Strengthening Funds

CWP Africa Region

CWP Africa Region holds a series of workshops and seminars in 2018 to promote the issues of gender equality and women’s empowerment in the Region. Commonwealth Women Parliamentarians from across the African Region have attended several conferences, events and seminars in 2018 to discuss the issues of gender equality, women empowerment and – the emancipation of women in the Region. The Chairperson of the CWP Africa Region, Hon. Thoko Didiza, MP (South Africa) attended these events across the Africa Region.

A two-day Regional Gender Sensitisation Workshop was hosted by the KwaZulu Natal Provincial Legislature under the theme of ’Mechanisms to Strengthen Gender Equality’. The CWP Africa Region Chairperson said that the gathering was an opportunity for women Parliamentarians to share practices and experiences on women’s empowerment and emancipation as well as ideas on what can be done to increase women representation in parliament and in government. “The discussions in this workshop will motivate and inspire us to achieve the goal of gender equality and women empowerment.”

The workshop in KwaZulu Natal was attended by Speakers, Deputy Speakers, Committee Chairpersons as well as Members of Parliament and Provincial Legislatures. The CPA Africa Chairperson, Hon. Lindive Masake, MP (South Africa) who was one of the speakers said public policy was another mechanism for change and gender equality. She said that Parliamentarians should heed a call to ensure that the legislative process was open and transparent for women to participate.

Hon. Lydia Johnson, MPL, Speaker of the KwaZulu Natal Provincial Legislature told her colleagues to focus on what the different Parliaments were doing to increase women participation in development matters and ensuring gender equality. “Today as we are meeting here under the theme ‘Mechanisms to Strengthen Gender Equality’ we need to focus on what we are as Parliamentarians are doing to strengthen mechanisms for gender equality. The CWP was founded to enable women Parliamentarians with an opportunity to discuss strategies to increase representation in Parliament and work towards mainstreaming of gender considerations in all CPA activities and programmes. Many countries including South Africa have also made strides towards improving women representation in Parliament, but we are not yet there.”

A three-day CWP Africa Region workshop and women’s parliamentary dialogue was held at the Eastern Cape Provincial Legislature in South Africa from 18 to 20 June 2018. The objectives of...
the CWP Africa Regional workshop were to expand accountability by Members on women’s representation; to mobilise the active participation of women in government programmes; to ensure the involvement of women in the Africa 2063 Agenda and sustainable development goals with a view to mainstreaming gender in the budgetary process. The dialogue also aimed to raise awareness and debate towards the emancipation of women and representation of women in leadership.

A four-day gender sensitisation workshop for Commonwealth Parliamentarians from the East Africa Region was held by the CWP Africa Region at the Parliament of Uganda in Kampala from 21 to 26 July 2018. The CWP Africa Region Chairperson gave the keynote address under the theme of “Mainstreaming Gender in Parliamentary Business.” The CWP workshop was attended by Rt Hon. Rebecca Kadaga, MP, Speaker of the Parliament of Uganda and former Chairperson of Commonwealth Women Parliamentarians (CWP) International; Hon. Lindiwe Masuku, MP, (South Africa); Chairperson of the CPA Africa Region; and Hon. Mary Karoro Okurut, Minister of Gender, Children, Disability and Social Development of Uganda. Delegates attending the CWP Africa Regional workshop included Speakers and Members of Parliament and Government Ministers.

Addressing the Women’s Parliamentary Caucus in Maseru, Lesotho on 31 August 2018 on the functions of national women’s caucuses, the CWP Africa Region Chairperson said that women can achieve more when they work together even when it is across party lines. The CWP Africa Region Chairperson also spoke about the work of the CWP and its programmes across the Africa Region and beyond and concluded by saying, “It might be the end of Women’s Month in terms of the calendar, but every day must be Women’s Month. Particularly with issues of gender-based violence, men need to partner with women to ensure that we actually remove this scourge in our society.” The CWP Africa Region Chairperson visited Lesotho to share experiences of gender equality and to help to strengthen the Women’s Multi-Party Parliamentary Caucus. This initiative aims to help Commonwealth Women Parliamentarians to appreciate their role in advancing women’s interests through legislation and to work across regional and national borders to share positive experiences that can advance women’s interests and equality.

The Malawi Ministry of Gender, Children, Disability and Social Welfare in partnership with UN Women, the UNDP and the South Africa High Commission to Malawi, convened a role-modelling conference for aspirant women Parliamentarians from 20 to 21 November 2018, in Lilongwe, Malawi that was also addressed by the CWP Africa Region Chairperson, who spoke as the guest speaker at the conference about the work of the CWP and its programmes across the Africa Region and beyond. The Ministry of Gender in Malawi had been working with the Women’s Caucus to encourage women to take part in the upcoming elections with over 800 women showing interest. This is in addition to the 32 women who are serving as Members of the Malawi Parliament, who have also expressed their intention to run for office once more. The CWP Chairperson also paid tribute to the life and work of Mama Albertina Sisulu at the Malawian conference, as part of celebrating the centenary of the activist as well as one of the first women MPs during the first democratic Parliament in South Africa.

CWP Australia Region

Commonwealth Women Parliamentarians Australia Region in 2018

In New South Wales, Australia, Rt Hon. Jenny Aitchison, MP, Chair of the CWP New South Wales Branch attended a UN Women International Women’s Day Breakfast in Sydney where she heard from inspiring speaker, Janelle Weissman, Executive Director of UN Women Australia. The event was attended by many school students.

The CWP New South Wales also gathered women Members at Parliament House in Sydney and many attended the International Women’s Day March through the streets of Sydney to campaign for an end to all violence and harassment towards women.

Women’s Day March through the streets of Sydney to campaign for an end to all violence and harassment towards women.

The Commonwealth Women Parliamentarians in the Parliament of Western Australia participated in ‘Girls Takeover Parliament’ in October 2018 to tie in with the International Day of the Girl Child. In 2018, the programme had expanded to include more participants and had partnered with the Girl Guides WA. The programme aims to inspire more young women and girls to become involved in politics and empower them to run for office in the future.

The CWP representative at the New South Wales Parliament, Jenny Aitchison, MP worked with Tamara Smith, MP to produce a video of capturing short interviews with women MPs from Pacific Island nations, who speak about their experiences of the Pacific Women Parliamentary Partnerships (PWPP) Programme which encourages more women Parliamentarians in the Pacific and partners women with Members of Parliament from the Australia Region.

With the focus globally on making Parliaments safe and respectful workplaces for women, the Commonwealth Women Parliamentarians Australia Region wrote to all Party Leaders and the Presiding Officers in each of the Parliaments of Australia to ask what action they are taking or intend to take to ensure that women programmes establish safe and respectful environments.

In March 2018, the Parliament of Tasmania made history when it became the first Australian State to return a female-majority House of Assembly. The results marked a significant change in the make up of the Parliament and represent a significant moment in Tasmanian and Australian politics. It was hoped that the results would encourage more women to enter politics and stand for election in other jurisdictions.

The CWP Australia Region completed a busy year with the establishment of the CWP Australian Regional Chair, Hon. Michelle O’Byrne, MP (Tasmania) as the Vice-Chairperson of the Commonwealth Women Parliamentarians International Steering Committee for the coming year.

CWP British Islands and Mediterranean (BIM) Region

Focus on empowering women’s voices for the Commonwealth Women Parliamentarians (BIM) Region as centenary of universal suffrage is celebrated

The focus for Members of the Commonwealth Women Parliamentarians (CWP) from the British Islands and Mediterranean (BIM) Region in 2018 was influenced by the anniversaries of a century of universal suffrage in my jurisdictions.

The United Kingdom Parliament and CPA UK Branch hosted the annual CWP BIM Regional Conference on 26 and 27 April 2018. The theme was ‘Empowering Women’s Voices in Parliament’ as part of the Vote100 campaign celebrating the centenary of women’s suffrage in the UK. The panelists were: Rt Hon. Maria Miller, MP, Chair of the Women and Equalities Select Committee who highlighted the Committee’s work; Baroness Jenkin of Kennington who discussed the importance of encouraging and supporting women to stand for public office; and Hon. Angela Rayner, MP who spoke about her journey in becoming an MP. The panel also looked at how women can effectively access, connect with and influence politics both inside and outside Parliament.

In the Isle of Man, the CPA Isle of Man Branch hosted the United Kingdom Suffragette Flag in September 2018, part of the Suffragette Flag Relay. The flag relay was a component of one of the year’s campaign of events through the Suffrage Centenary Volunteer group and only woman Member in her Parliament, one of the smallest in the Commonwealth. The CWP regional conference partnered with a number of youth organisations such as The Girls Network to hear about the issues affecting young women. Members heard from London school girls about their experiences of social media and also examined how to engage young women and girls in politics.

During the U.K. Parliament’s Parliament Week in November 2018, CWP Members from the CPA UK Branch held a panel discussion event as part of the Empowering Women’s Voices in Parliament’ against the background of the Vote100 campaign celebrating the centenary of women’s suffrage in the UK. The panelists were: Rt Hon. Maria Miller, MP, Chair of the Women and Equalities Select Committee who highlighted the Committee’s work; Baroness Jenkin of Kennington who discussed the importance of encouraging and supporting women to stand for public office; and Hon. Angela Rayner, MP who spoke about her journey in becoming an MP. The panel event also looked at how women can effectively access, connect with and influence politics both inside and outside Parliament.

In the Isle of Man, the CPA Isle of Man Branch hosted the United Kingdom Suffragette Flag in September 2018, part of the Suffragette Flag Relay. The flag relay was a component of one of the year’s campaign of events through the Suffrage Centenary Volunteer group and
activities linked to the centenary of the UK’s Representation of the People Act 1918: the law that gave some women the right to vote for the first time in the UK.

The visit of the Suffrage Flag provided an opportunity for the Isle of Man to reflect on its own journey towards universal suffrage. By 1918, women householders in the Isle of Man had been able to vote in elections to the House of Keys for 37 years, and women leaseholders had been able to for 26 years. A year later, in 1919, all women residents in the Isle of Man would be given both the vote and the right to stand for election, regardless of their property status.

To celebrate enfranchisement and promote the commencement date of the Isle of Man Equality Act 2017, the UK Suffrage Flag was taken to Island secondary schools where the President of Tynwald and the Isle of Man’s Equality Champion, Hon. Jane Poole-Wilson, MLC spoke to 16 and 17 year-olds to explain these important topics. The planned events were part of the outreach programme organised by Tynwald to encourage involvement in democracy and to promote the right to representation.

CWP Member, Hon. Aran Cockett, MHH also visited University College Isle of Man to chat with students about her role as a Member of the House of Keys and her journey to becoming a Parliamentarian. The visit was part of a new educational and outreach relationship between Tynwald and University College Isle of Man to promote the right to representation.

The Suffrage Flag was also proposed by Ms. Julie Green, MLA. During the sitting, the Clerk at the-Table in the chamber were all female for the session.

The Commonwealth Women Parliamentarians were represented at the inaugural Women Leaders Global Forum in Reykjavik, Iceland by Hon. Laura Ross, MLA, the CWP Canada Region Chair. CWP Members from across the network also attended the Forum, which was held between 26 and 28 November 2018. The Forum was attended by a number of women leaders to discuss and share ideas and solutions on how to further advance society, increase equality between women and men and promote and positively develop the number of women in leadership positions.

The Forum is annually co-hosted by Women Political Leaders (WPL), and the Government and the Parliament of Iceland, and is co-chaired by leaders of the OECD, World Bank, World Economic Forum and others. The inaugural Women Leaders Global Forum featured keynote speakers, all internationally recognised for their contribution to advancing society and 400 delegates from over 100 countries, who attended two days of workshops as well as bilateral meetings and events.

The CWP Canada Region Chair said: “I was honoured to attend on behalf of the CWP and give the perspective of the Commonwealth Women Parliamentarians (CWP) of the Caribbean, Americas and Atlantic (CAA) Region, which included the Caribbean Regional Conference of the Commonwealth Women Parliamentarians (CWP) that takes place in the Cayman Islands. The CWP was able to share why it is so important for partisan politics to be set aside so that women can work together to achieve our common goals. It was also a great opportunity to network with other delegates from around the world as women Parliamentarians. Participants shared experiences and ambitions and were provided with an opening through which to engage with each other on matters of importance and gain clarity on these matters through dialogue.”

12th Caribbean Regional Conference of the Commonwealth Women Parliamentarians (CWP) took place ahead of the 43rd CPA CAA Regional Conference in George Town in the Cayman Islands in June 2018. The 12th Regional Conference was chaired by Hon. Shirley Osborne, MLA, Speaker of the Legislative Assembly ofMontserrat and Chair of the Regional CWP and saw updates on the activities of the CWP across the region.

As part of the Conference programme, there was also a CWP Seminar focussed on Women’s Empowerment and Leadership, delivered by Ms Trina Ramsey, which ran over the two days of the conference. The opening session took the form of an informal dinner and discussion, with Members participating in ice-breaker exercises and discussions.

The second day’s session provided Members with the opportunity for introduction and deep thinking about the role that they play in the world as women Parliamentarians. Participants shared experiences and ambitions and were provided with an opening through which to engage with each other on matters of importance and gain clarity on these matters through dialogue.
Chairperson, Smt. Sumitra Mahajan speaks about gender equality.

Above: The Speaker of the Lok Sabha and CPA India Regional
contribute to nation building. 

congratulated the women of India and of the whole world on the
occasion of International Women’s Day. She said women always
reach throughout the country wherever women are not
tolerate the kind of injustice and pain being experienced by women.
The International Women’s Day is a day to resolve not to
India. While these achievements enable Indians to raise their heads
safety. Gender-sensitization should start in every household,
renewed focus on this day were gender equality and women’s
achieve rapid progress, emphasized the Rajya Sabha Chairman.

In the Lok Sabha, the Speaker, Smt. Sumitra Mahajan congratulated
women to be positive, live with confidence and self-respect and contribute
to nation building.

CWP Pacific Region

Commonwealth Women Parliamentarians in New Zealand unite to celebrate 123 years of women’s suffrage and histroic milestones in politics

New Zealand Members of Parliament, both male and female, and
in a variety of political parties of the left and right, gathered for a special
event on 19 September 2018 to celebrate 125 years of women’s suffrage in New Zealand. The broadcast event was convened by the Co-Chairpersons of the New Zealand group of the Commonwealth Women Parliamentarians (CWP). Louise Wall MP and Jo Hayes, MP, and the Deputy Speaker of the New Zealand Parliament, Hon. Anne Tolley, as a poignant start to an important day of celebration and reflection. New Zealand women first achieved the right to vote in 1893.

The CWP New Zealand Co-Chairpersons, Louise Wall, MP and Jo Hayes, MP said: “We were privileged to hear from the first woman Prime Minister of New Zealand, Rt Hon Dame Jenny Shipley, and Dame Anu Hercus, the first Minister for Women and the first women to hold the Police ministerial portfolio. All 40 current women Parliamentarians were presented with a symbolic gift commemorating their service in the New Zealand Parliament, along with their photographs representing their place out of the 100 women who have been elected to Parliament in our history.”

CWP Pacific Region held a number of events and initiatives. CWP Members from the New Zealand Parliament, co-chaired by Jo Hayes, MP and Louise Wall, MP held a meeting with UK Parliamentarians, Baroness Redfern and Diana Johnson, MP, met with the workshop delegates to talk about the challenges and opportunities facing the CPA Pacific Region and enhancing women in leadership was a key theme of the discussions.

During the same week, the Parliament of New Zealand also had a number of women visiting MPs and women clerks from the Pacific Region’s Legislatures for a regional workshop. CWP Pacific Steering Committee Chair, Anushila Kunzong/ata-Saussiuk, MP met with the workshop delegates to talk about the challenges and opportunities facing the CPA Pacific Region and enhancing women in leadership was a key theme of the discussions.

In September 2018, the inaugural International Congress of Parliamentary Women’s Caucuses was hosted at Dublin Castle, Ireland. The first of its kind event brought together women Parliamentarians, leaders and experts from more than 45 Parliaments and Assemblies across the globe to discuss issues facing women and how Parliamentarians can work to address them.

The first-of-its-kind event brought together women Parliamentarians, leaders and experts from more than 45 Parliaments and Assemblies across the globe to discuss issues facing women and how Parliamentarians can work to address them. Parliamentarians came from more than 40 jurisdictions including Australia, Ghana, Kenya, Malawi, New Zealand, Northern Ireland, Pakistan, Scotland, Sierra Leone, South Africa, Tanzania, United Kingdom and Wales - and from non Commonwealth countries like Argentina, Mongolia, Turkey and the United States.

A number of women Parliamentarians from Commonwealth jurisdictions attended the congress including the CWP Vice-Chairperson, Joyce Watson, AM (Wales) and the Co-Chairs of the CWP New Zealand Branch, Jo Hayes, MP and Louise Wall, MP, who reflected on their experiences at the congress: “We were delighted that New Zealand was acknowledged at the congress for being the first country to give women the vote in 1893, although it would be another 25 years later that Ireland would follow suit. By this time, New Zealand had opened the opportunity for women to stand for election to Parliament, however it wouldn’t be until fourteen years later that the first New Zealand woman would first enter Parliament. The extensive discussions, debates and speakers at the international congress demonstrated that all countries suffered similar issues, when it came to gender equality. Key observations included that women are a minority in most Pacific territories and gender equality is not considered to be a priority. Perhaps most disturbing was that the #MeToo movement has also been bringing this into the light.

Social Media Coverage – CWP: The CWP activity in 2018 received
good coverage on the CWA’s social media channels (Twitter, Facebook, Flickr and YouTube) with a total of 43 posts on Twitter gaining 605,201 page impressions. On Facebook, the CWP had 25 social media posts on the CPA Facebook page gaining 8,285 page impressions. On the CWP Facebook page there were 30 social media posts. The highest reaching single CWP Tweet was posted on 15 April 2018 to coincide with the Commonwealth Women’s Forum at CHOGM 2018 gaining 11,223 page impressions (tweets).
New CPA Small Branches Strategic Plan launches for the development of the network over next three years. The Commonwealth Parliamentary Association and the CPA Small Branches Chairperson, Hon. Angelo Farrugia, MP, Speaker of the Parliament of Malta, launched the CPA Small Branches Strategic Plan 2018-2020 to the wider CPA membership in 2018. The Plan identified five strategic outcomes for the CPA Small Branches Network and sets out a roadmap to achieving them. In the foreword to the Strategic Plan, the CPA Small Branches Chairperson wrote: “I would like to encourage all CPA Small Branches to implement this Strategic Plan on multiple levels: internationally, locally, but also individually. It is vital that the international community hears the voice of smaller states, so that their challenges are heard and tackled, but it is also vital that this Strategic Plan is implemented on the ground by ourselves, to the success of the Strategy ownership by coming together as a collective.”

The smallest of the CPA’s Legislatures seek to meet the same expectations of service delivery as larger legislatures and in doing so, they recognise the importance of constantly innovating in the face of fiscal and human resource constraints; they recognise the central role of parliament in meeting the challenges of combating corruption; and the threats in the face of climate change to some of the Commonwealth’s most vulnerable.

The new strategy focuses on key thematic areas and development activities with measurable outcomes; this will build parliamentary capacity for CPA Small Branches and create greater opportunities for the sharing of knowledge, parliamentary strengthening and cooperation across the network. The new strategic plan was developed by the new CPA Small Branches Chairperson, who hosted a strategy consultation meeting in Malta in October 2017 with representatives of each CPA Region where the CPA Small Branches (seven of the nine CPA Regions) facilitated discussion and develop the plan. The strategic planning meeting, which took place at the Parliament of Malta, was attended by: Africa Region: Hon. Ahmed Afif, MP and Hon. Churchill Gill, MP (St. Kitts); Australia Region: Mrs Jooy Burch, MLA, Speaker of the Australian Capital Territory Legislative Assembly; British Islands and Mediterranean (BIM) Region: Hon. Samantha Sacramento, MP, Minister for Housing and Equality (Gibraltar); Caribbean, Americas and Atlantic (CAA) Region: Hon. Michael Carrington, MP, Speaker of the Barbados House of Assembly; South East Asia Region: Hon. Hamidah Bahar, MP, Speaker of the Legislative Assembly of The State of Perak, Malaysia; Pacific Region: Hon. Silo Pimentel, Speaker of the House of Representatives of Bougainville, Papua New Guinea.

The new CPA Small Branches Strategic Plan was presented to the 36th CPA Small Branches Conference in November 2017, ahead of the wider 69th Commonwealth Parliamentary Conference (CPC) in Dhaka, Bangladesh before being approved by the CPA Executive Committee in the Mid-Year meeting in March 2018.

Commonwealth Parliamentarians find that the world’s smallest nations can be global innovators in combating the impacts of climate change. Commonwealth Parliamentarians representing the Small Branches Network of the Commonwealth Parliamentary Association (CPA) have examined the global implications of climate change and its impact on the smallest nations and territories in the world. Climate change is of great concern to the 53 Commonwealth small island countries, especially its 31 small and developing states which are often the least polluting but the first casualties of climate change. At the recent Commonwealth Heads of Government Meetings (CHOGM) in Malta and in the United Kingdom, Commonwealth leaders committed themselves to tackling climate change and addressing the unique challenges of small states to ensure their full participation in and contribution to a more prosperous future. Parliamentarians from eight CPA Small Branches representing five CPA Regions met in Kenya from 10 to 11 October 2018 for the CPA Small Branches Climate Change Workshop at the United Nations Environment Programme (UNEP) Headquarters. The workshop heard from experts in the field and discussed ways to introduce renewable energy, waste reduction with a specific focus on plastics, marine protection, the best scientific resources for action, electric transport, the involvement of non-state actors, fiscal policy, regional integration, and technological innovation. Parliamentarians also examined the specific challenges of smaller jurisdictions in overseeing the implementation of the 2015 Paris Agreement and in the development of appropriate national legislation dealing with the prevention and impact of climate change.

Through this partnership, the CPA Small Branches network and UNEP will continue to examine the role of legislators in combating climate change. The CPA Small Branches Chairperson, Hon. Angelo Farrugia, MP, Chairperson of the CPA Small Branches and Speaker of the Parliament of Malta said: “As former UN Secretary-General Ban Ki Moon says, when it comes to climate change, there is no plan B, we do not have a planet B; now that we have come together as a network of CPA Small Branches Parliamentarians to discuss these pressing matters, to compare action plans and to engage with top experts in the field, it is time for action. Climate change is not just a threat to humanity – it is a tremendous, unique opportunity in our history to show what humans have done best throughout the centuries: champion innovation and growth.”

Monitoring and Evaluation – Workshop on Climate Change for CPA Small Branches

Number of participants: 10.

Gender Balance: 90% male: 10% female.

90% of participants rated the programme as good or excellent.

Feedback from Members:
- “I was inspired by the serious commitment displayed by all present to really achieve what we are pushing for.” Anonymous.
- “Exposure to the legal tools will certainly be of great importance in our policy formulation.” Anonymous.
- “If I had known this was a success, I would have come earlier” Anonymous.
- “I feel that now having organised this excellent workshop we need to continue the support by maintaining the goals of this workshop.” Hon. Angelo Farrugia, MP, Chairperson of the CPA Small Branches and Speaker of the Parliament of Malta.
- “I was unaware of the level of support that is available to Parliamentarians, the information received has taken me to new heights.” Anonymous.
- “All topics were very interesting because they have their respective merits for the issue at hand for the Small Island States”. Hon. Alex Jeffries (Nevis Island).
Public Outreach

Strategic Pillar

Public Outreach

Strategic Outcome

CPA recognised as a global resource centre for advice and information on parliamentary practices

Intermediate Outcomes

Increased awareness of the role and value of parliamentary democracy and the role of Parliaments in promoting these values

Parliamentarians are informed, included and better equipped to engage in international discussions on trends and issues that have an impact on parliamentary democracy

Parliaments more responsive to CPA outreach activities

CPA Roadshows for Young People
The goal of the CPA Roadshow www.cpahq.org/cpahq/CPAroadshows is to increase awareness of the important work done by the CPA in promoting parliamentary democracy to young people across the Commonwealth and to connect Parliamentarians with young people in schools, colleges and universities to inspire the next generation of ‘young leaders’ and to promote parliamentary democracy and Commonwealth political values.

- Since its launch in March 2016 until December 2018, the CPA Roadshows have reached approximately 10,000 young people who have heard about the Commonwealth’s 3Ds – Diversity, Development and Democracy – and the work of the CPA.
- Overall, CPA Roadshows have taken place in eight out of nine CPA Regions.
- In 2018, five CPA Roadshows took place and have reached approximately 9,970 young people.

Monitoring and Evaluation – CPA Roadshows

Feedback from students:
- Kyl Smith, student at Charlestown Secondary School, Nevis “Amidst the vast knowledge and experience from the CPA Roadshow, my favourite experience was interaction with Mr Khan about Parliament.”
- Sama Glenn, student at National Comprehensive High School, Cameroon “The experience of the CPA Roadshow has helped me gain confidence on myself and also helped me know or have socio-political knowledge of parliamentary government.”
- Gareth Drabble, student at Prince Andrew School, St Helena “Greatly enjoyed it, I learnt a lot. Gained a greater knowledge on how vast the Commonwealth is and how most of it comprises of young people!”
- Laura O’Keefe, student at Prince Andrew School, St Helena “There wasn’t an element of the presentation that I didn’t enjoy or gain fascinating information on. It was a privilege to hear these points and knowledge from such people.”
- Eyamba Flavien, student at Government Bilingual High School, Cameroon “In fact, I have learned a lot about good governance. At first, I didn’t even know anything about the Commonwealth Association as in details. But now I am a leader and learned that gender equality must be respected in our community.”
- Yuniqee Thompson, student at Charlestown Secondary School, Nevis “My experience was great. I would like to encourage the CPA to do more roadshows and reach out to the youths more often.”

Gender balance for CPA Roadshows in 2018: 47% male: 53% female.
Age ranges for CPA Roadshows in 2018: 23% aged under 11, 8% aged 11 to 16, 2% aged 17 to 21, 14% aged 21 or over.

News Coverage: 5 CPA press releases/CPA online news stories. Media coverage included 2 print news reports, 3 online news reports and 1 TV report (St Helena Herald newspaper. Television Jamaica: Smile TV show, Jamaica Information Service website, Jamaica Gleaner).

Social Media Coverage – CPA Roadshows: The CPA Roadshows received good coverage on the CPA’s social media channels (Twitter, Facebook, Flicker and YouTube) in this period, reaching a total of 12,2135 page impressions (views) on Twitter, and 326 impressions on Facebook. The highest reaching Tweet was posted on 22 January 2018 gaining 2,111 page impressions.

Commonwealth Assembly at Twickenham Prep School in South West London
The CPA Secretary-General, Mr Akbar Khan visited Twickenham Prep School in South West London to speak at a Commonwealth Assembly in May 2018. The CPA has a programme of outreach that provides opportunities for young people to learn about the political values of the Commonwealth such as diversity, development and parliamentary democracy; to discuss issues of concern about the society in which they live; and to find out about the work of the CPA. The CPA Secretary-General, Mr Akbar Khan and members of the CPA Headquarters Secretariat team attended Headmaster, Mr David Malam’s Commonwealth Assembly where the students heard about the Commonwealth and the role of the CPA in promoting diversity, development and democracy. The students at the school had been learning about the Commonwealth for the past few weeks as part of a series of assemblies and the CPA Secretary-General was the latest guest to contribute his perspective.

CPA Commonwealth Parliamentary Lecture Series
The CPA Commonwealth Parliamentary Lecture Series www.cpahq.org/2016/lecture-series provides a focal point for the CPA to reach out to a wider audience and to promote the ideals of Commonwealth parliamentary democracy. It is aimed at raising the profile of the CPA both within and outside of the parliamentary community and explores the impact of contemporary political issues on parliamentary democracy. Through holding the lectures, the Association strives to increase its engagement with the CPA Regions and to be seen and recognized globally as a significant convener on key policy discussions impacting Commonwealth political values.

The CPA Lecture Series is an annual programme of lectures based around the theme of Commonwealth political values and has a different thematic focus each year. Since its launch in December 2018, five CPA Lectures, including the inaugural lecture, have been delivered in five different CPA Regions – Asia; Africa; British Islands and Mediterranean; Caribbean, Americas and Atlantic (in two parts). In 2018, no additional CPA Regional ‘Hot Topic’ Forums took place.
Commonwealth Day
Commonwealth Day 2018 at CPA Headquarters (Westminster, United Kingdom)
Commonwealth Day was observed in 2018 on Monday 12 March and focused on the theme: ‘Towards a Common Future’.
Her Majesty Queen Elizabeth II, Head of the Commonwealth and Patron of the Commonwealth Parliamentary Association, with members of the royal family, attended celebrations in London to mark Commonwealth Day 2018 and attended one of the largest multi-faith celebration services in Westminster Abbey. Hon. Emilia Monjowa Lifaka, MP, Chairperson of the CPA Executive Committee and Deputy Speaker of the National Assembly of Cameroon, together with the CPA Secretary-General, Mr Akbar Khan represented the CPA. The event was also attended by Commonwealth High Commissioners, the Commonwealth Secretary-General and dignitaries from around the Commonwealth as well as senior politicians and 1,000 school children.

On Commonwealth Day 2018, the Secretary-General of the CPA, Mr Akbar Khan released a video message to CPA Branches and said: “Commonwealth Day provides us with the opportunity to reflect on what the Commonwealth means to us and our communities. The Commonwealth can play a vital role in ensuring a better future for us all, today and for future generations. The 2018 Commonwealth theme reminds us that only by working together can we secure a more sustainable, prosperous, fairer and secure Commonwealth for everyone. I wish you all a happy Commonwealth Day that inspires you to work towards a common future.” Please visit www.cpahq.org/cpabua/youtube to view the CPA Secretary-General’s video message for Commonwealth Day 2018.

The CPA Youth Programme on Commonwealth Day 2018 was opened by the CPA Chairperson, Hon. Emilia Monjowa Lifaka, MP, who spoke of the importance of this year’s 2018 Commonwealth theme of ‘Towards a Common Future’ for the Commonwealth Parliamentary Association which promotes common goals for CPA Branches and the strengthening of Commonwealth Parliaments to achieve democratic association which promotes common goals for CPA Branches and the Commonwealth.

The CPA Youth Programme participants heard from keynote speaker, Hon. Dawn Butler, MP (United Kingdom) who is the Shadow Women and Equalities Minister in the UK Parliament. Dawn Butler said: “The future is too important to give up on your vision. It is up to the younger generation to put their mark on the special relationship that we have with the Commonwealth.”

UK Parliamentarian, Lord Purvis of Tweed also spoke at the event and responded to questions on the role of youth in implementing the SDGs and the Commonwealth trade potential. This was followed by a round table discussion on the theme of ‘The Role of Youth in the Implementation of the SDGs through Political Participation’. The round table discussions included a wide range of views on the implementation of the SDGs from CPA Commonwealth Day Youth participants.

During the evening of Commonwealth Day 2018, Hon. Emilia Monjowa Lifaka, MP, Chairperson of the CPA Executive Committee and Mr Akbar Khan, CPA Secretary-General together with seven of the CPA Commonwealth Youth Programme participants attended the Commonwealth Secretary-General’s Commonwealth Day reception at Marlborough House in the presence of HRH The Prince of Wales, HRH The Duchess of Cornwall and HRH The Duke of Cambridge.

In addition, CPA Branches and Regions across the network of the Commonwealth Parliamentary Association marked Commonwealth Day in many different ways. Reports of these activities featured on the CPA website and in the Parliament Today (CPS) newsletter.

Commonwealth Day has been celebrated around the Commonwealth on the second Monday in March every year since the 1970s.

Commonwealth Day in CPA Branches
The CPA’s secretariat also provides support through a bursary scheme and the provision of information to CPA Branches and Member Parliaments to undertake Commonwealth programmes and activities in their own jurisdictions.

• A total of 8 CPA Branches were awarded with bursary grants totalling £3,000 for Commonwealth Day 2018 activities within their legislatures: Fiji, Guernsey, Jamaica, Northern Territory (Australia), Palestine, Papua New Guinea, St Helena and Zambia.

• These CPA Branches represent six CPA Regions: Asia, Australia, British Islands and Mediterranean, Caribbean, Americas and Atlantic, India and Pacific Regions.

Monitoring and Evaluation – Commonwealth Day at CPA

• Regional balance of participants: Asia 15%; Australia 4%; BIM 44%; CAA 26%; India 7%; Pacific 7%.

• Gender balance of participants: male 56.9%; female 44%.

International Democracy Day
International Democracy Day 2018 recognises democracy is ‘under strain’ and calls for parliamentary solutions for a changing world.

‘Democracy is showing greater strain than at any time in decades. That is why this International Democracy Day should make us look for ways to invigorate democracy and seek answers for the systemic challenges it faces’ — United Nations Secretary General, António Guterres.

In 2009, the United Nations General Assembly reaffirmed the Universal Declaration on Democracy by instituting the International Day of Democracy on 13 September each year. The International theme for International Democracy Day 2018 was: ‘The role of parliamentarians in the Emerging Democracies’. This year’s International Day of Democracy was an opportunity to look for ways to invigorate democracy and seek answers to the systemic challenges it faces. This includes tackling economic and political inequalities, making democracies more inclusive by bringing the young and marginalized into the political system, and making democracies more innovative and responsive to emerging challenges such as migration and climate change.

The Commonwealth Parliamentary Association (CPA) network marked this special day and many of its 180 Branches in Parliaments and Legislatures across the Commonwealth celebrated International Day of Democracy with different events and activities. As in previous years, the CPA also supported the IPU’s #StrongerDemocracies campaign and online petition.

With this year’s 70th anniversary of the Universal Declaration of Human Rights, the International Day of Democracy was also an opportunity to highlight the values of freedom and respect for human rights as essential elements of democracy. The Universal Declaration of Human Rights, which states that “the will of the people shall be the basis of the authority of government” (article 21.3), has inspired constitutions making around the world and contributed to global acceptance of democratic values and principles. Democracy, in turn, provides the natural environment for the protection and effective realization of human rights.

Monitoring and Evaluation – International Democracy Day
Social Media Coverage: The CPA Headquarters Secretariat posted online about the International Democracy Day 2018, reaching a total of 7,296 page impressions (views) on Twitter, and 1,290 page impressions on Facebook. The highest reaching CPA Commonwealth Day Tweet was posted on 12 March 2018 and reached 73,546 page impressions (views). This was one of the CPA’s highest reaching Tweets of the year.
Commonwealth Youth Parliament

At its meeting in Tonga in 2012, the CPA Executive Committee decided that the Commonwealth Youth Parliament would become a permanent feature of the CPA calendar. Since that decision successful Commonwealth Youth Parliaments have been held in recent years hosted by CPA Branches: North-West Province, South Africa (2014), Northern Territory, Australia (2015) and British Columbia, Canada (2016).

It has been stated that Commonwealth Youth programme activities should be transparent and demonstrate how young people can contribute to strengthening democracy and enhancing sustainable development, including for the benefit of their communities and by expansion, entire countries. The Commonwealth Youth Parliament gives young people an opportunity to understand the functioning of the Parliamentary structure; this inevitably promotes Parliamentary Democracy – the corner stone of our organisation. The Commonwealth Youth Parliament is structured as a mock Parliament. The premise behind the programme has been to introduce Commonwealth Values and elements of parliamentary democracy to a next generation through a system of “learning by doing”.

Commonwealth Youth Parliament inspires future young leaders from across the Commonwealth

Commonwealth youth delegates aged 18 to 29 met for the 9th Commonwealth Youth Parliament (9th CYP) from 25 February to 1 March 2018, hosted by the Commonwealth Parliamentary Association (CPA) and the Jersey States Assembly in St Helier, Jersey. The 49 delegates at the 9th CYP came from fifteen countries, ranging from the largest (India) to the smallest (Nauru), and from 33 CPA Branches* across eight CPA Regions.

The five days of the Commonwealth Youth Parliament provided a key development opportunity for young people from the Commonwealth with ambitions of public office, and integrated these potential young Parliamentarians to the fundamentals behind the processes of Parliament. In addressing the 9th CYP delegates at the start of their programme, the Secretary-General of the Commonwealth Parliamentary Association (CPA), Mr. Alber Khan, said: “Together, this week we are a fantastically diverse group serving as a microcosm of Commonwealth youth. Please learn from one another, act on your ideas and seize the opportunity to forge lasting friendships. I encourage you to pursue your ambitions political or otherwise.”

At the end of the 9th CYP, he observed, “Mission accomplished!”

Mr. Mark Egan, Greffier of the States Assembly, Jersey added: “We were delighted to welcome so many young people from across the Commonwealth for this exciting and unique opportunity. The Commonwealth Youth Parliament gives young people the opportunity to develop their leadership skills and experience our historic Parliament, as well as empower them to make a positive difference in shaping the future of their own communities.”

At the closing of the 9th CYP, the Chief Minister of Jersey, Senator Ian Gorst said: “To be leader is an honour and to lead is to serve. The Commonwealth brings together people for global and local benefit. I am extremely proud of our young people at the Commonwealth Youth Parliament and I have no overwhelming sense that our future is bright and can be successful.”

The CYP gave participants a Pan-Commonwealth experience and a hugely valuable networking opportunity including with current young Members of Parliament from the Commonwealth - Hon. Mwirigi, MP (Kenya) - who acted as mentors throughout the week.

Many of the sessions were presided over by CPA. Jersey Chairperson, Connectable Len Norman from the States Assembly of Jersey and the States Assembly staff ensured the smooth running of parliamentary procedures. The CYP delegates also faced the media in a ‘mock’ press conference with questions from local journalists including Andy Sibcy of the Jersey Evening Post and Clare Button from ITV Channel Islands News. Delegates at the CYP were entertained at a dinner hosted by Highlands College, a leading Further Education college in Jersey, with chef and hospitality students and lecturers providing the excellent food and service.

A new ceremonial mace for the Commonwealth Youth Parliament (CYP) was inaugurated at the 9th CYP in Jersey. The mace was presented to the Commonwealth Youth Parliament by the delegate from British Columbia, Canada on behalf of the former Speaker of the Legislative Assembly of British Columbia, Hon. Linda Reid, MLA, who hosted the 8th CYP in 2016. The CYP ceremonial mace has been handed on to the Parliament of India (Lok Sabha) on behalf of the CPA India Region as the future hosts of the 10th CYP.

The 9th CYP was originally to have been hosted by the House of Assembly of the British Virgin Islands in October 2017, but that was made impossible by the devastating effects of hurricanes Irma and Maria.

The Commonwealth Youth Parliament (CYP) is one of the CPA’s most popular programmes and brings together participants aged 18-29 representing the nine CPA Regions – Africa; Asia; Australia; British Islands and Mediterranean; Caribbean; Americas and Atlantic; Canada, India; Pacific; South-East Asia.

The highest reaching Commonwealth Youth Parliament event on CPA’s social media channels (Twitter, Facebook, Flickr and YouTube), reaching a total of 39,330 page impressions (views) on Twitter and 7,184 page impressions on Facebook. It was the second highest event of the year on CPA’s social media channels. The highest reaching Commonwealth Youth Parliament Tweet was posted on 26 February 2018 and reached 9,077 page impressions (views).

Commonwealth Youth Parliament Feedback from youth participants:

- Youth delegate, Elsie Harry (St Kitts and Nevis) said: “From taking part in this Commonwealth Youth Parliament, I’ve learnt that the challenges that different regions face are specifically related to their geographical situation and historical context and within the Commonwealth we should have the mindset to problem solving.”

- Talha Haroon (Pakistan) said: “The biggest thing that we can take from this Commonwealth Youth Parliament is what we have learnt from each other. We will come from diverse places across the Commonwealth yet we can each take some new experiences and a shared understanding of our acceptance and working with each other that will help us in future lives.”

- Pierre de Garis (Guatemala) said: “You can’t ignore the fact that this Commonwealth Youth Parliament which brings together such a diverse group of people with different cultures and histories had challenges. However it is testament to the Commonwealth that the demonstrable values we all share have allowed us to come together and find common and common ground.”


News Coverage: 1 CPA press release and 2 post-event CPA online news stories. Media coverage included 3 TV news reports, 14 online news reports, 8 print news reports (ITV News Guernsey, ITV News Nepal, New Zealand Parliament website, Vox News website, loop Cayman News, Jersey Evening Post newspaper, St Kitts and Nevis Observer, Cayman Compass newspaper).

Social Media Coverage – Commonwealth Youth Parliament: The CPA Headquarters Secretariat worked together with the Communications team at the States Assembly Jersey to promote and share content online for the Commonwealth Youth Parliament. The Commonwealth Youth Parliament received good coverage on the CPA’s social media channels (Twitter, Facebook, Flickr and YouTube), reaching a total of 39,330 page impressions (views) on Twitter and 7,184 page impressions on Facebook. It was the second highest event of the year on CPA’s social media channels. The highest reaching Commonwealth Youth Parliament Tweet was posted on 26 February 2018 and reached 9,077 page impressions (views).
Communications and Publishing

<table>
<thead>
<tr>
<th>Strategic Pillar</th>
<th>Communications and Publishing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Intermediate Outcomes</strong></td>
<td><strong>Greater awareness of the Commonwealth, its values and parliamentary democracy</strong></td>
</tr>
<tr>
<td><strong>Outcomes</strong></td>
<td>Improved visibility and profile of CPA</td>
</tr>
<tr>
<td></td>
<td>Increased sharing of knowledge and best practices on good governance and rule of law among CPA membership</td>
</tr>
<tr>
<td></td>
<td>CPA is a partner of choice in parliamentary strengthening</td>
</tr>
</tbody>
</table>

**CPA in the news**

CPA features regularly in the news media (print and online) across the Commonwealth:

- Over 300 news mentions each year
- Over 30 news stories featured on the CPA website annually
- Over 30 press releases and media statements to the wider CPA membership annually

In 2018, the CPA Headquarters Secretariat issued 48 press releases to the wider CPA membership and to external stakeholders/contacts and featured 62 CPA news stories on the CPA website. Over 50 news stories were published (print and digital) to the wider CPA membership and to external stakeholders/contacts and featured 62 CPA news stories on the CPA website. Over 50 news stories were published (print and digital) to the CPA website.

In 2018, four issues of *The Parliamentarian* were published (print and digital). The Journal is distributed to approximately 17,000* Members of Parliament, Parliamentary staff and individual subscribers across the Commonwealth and International Organisations.

- *This number was reduced by 20% for print copies of the publication so number for distribution has fallen to around 12,500 in 2018.*

In 2018, the CPA has published:

- *CHOGM 2018 Outcomes and Performance Review*
- *Commonwealth Games Federation*
- *Commonwealth Programme for Democracy and Investment Council*
- *Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review 2018*

**The Parliamentarian 2018: Issue Two – CHOGM 2018 Outcomes**

This issue reported on the many events that took place prior to and during the Commonwealth Heads of Government Meeting (CHOGM) 2018 and Commonwealth Summit in the United Kingdom with a wide range of activities involving Commonwealth Parliaments. From the opening ceremony by Her Majesty Queen Elizabeth II at Buckingham Palace to the Commonwealth Foreign Ministers meeting at Lancaster House, and the four Commonwealth Forums - Women’s, People’s, Business and Youth, all of these events had a great impact.

This issue also featured an article by Queensland Government Minister for the Commonwealth Games about the impact of the successful XXI Commonwealth Games Gold Coast in Australia; the CPA UK Branch’s Modern Slavery Project; and reports of CPA activities for Commonwealth Day 2018 with events at the CPA Headquarters Secretariat and in CPA Branches. Distribution: 12,500 print copies to CPA membership and subscribers. Digital edition (to date): 935 digital reads; 1,278 page impressions (views); 00:17:48 average read time; 47 days total read time.

**The Parliamentarian 2018: Issue Three – 3Ds: Democracy, Development and Diversity**

This issue focused on the 3Ds – democracy, development and diversity – as a means of promoting the values of the Commonwealth, particularly to young people. Articles explored several different topics including: shared democratic goals and the importance of protecting democracy and equal representation.

A number of significant anniversaries in the history of women’s suffrage and the passing of significant equality legislation have been marked across the Commonwealth. As the Canadian Federal Parliament marked the centenary of women voting in the federal elections in Canada, the publication provided a historical perspective of women’s right to vote in Canada and examined the level of women’s representation in Canadian Parliaments and Provincial Assemblies today. The Parliamentarian reported on the recent presentation of a historic picture of the first woman elected to the UK House of Commons in 1918 from the Parliament of Ireland.

Distribution: 12,500 print copies to CPA membership and subscribers. Digital edition (to date): 591 digital reads; 1,239 page impressions (views); 00:27:24 average read time; 36 days total read time.

**The Parliamentarian 2018: Issue Four – Human rights in the modern era: 70th anniversary of the Universal Declaration on Human Rights**

This issue explored a wide range of topics linked to human rights as the 70th anniversary of the Universal Declaration of Human Rights was marked with international organisations. Several articles examined the role of Parliaments and Parliamentarians in implementing human rights and the work of the CPA in this field. Articles explored women’s economic rights, the impact of climate change on the world’s smallest states; the evolving role of Parliamentarians and of Parliament to step as key enablers of human rights; the role of Commonwealth Parliamentarians in safeguarding political and civil space; election rights; equality and human rights and the challenges of introducing relevant legislation.

Distribution: 12,500 print copies to CPA membership and subscribers. Digital edition (to date): 550 digital reads; 1,950 page impressions (views); 00:26:22 average read time; 27 days total read time.

**CPA Update e-newsletter**

The CPA Update electronic newsletter is produced four times a year and is posted online and is distributed by email to approx. 2,000 email contacts (CPA Members, CPA Branches and external stakeholders and Commonwealth and international organisations). The electronic newsletter has been published and distributed to CPA Members and subscribers five times in 2018 with a special edition for CHOGM 2018 published in April 2018.
CPA website www.cpahq.org

The CPA website is updated in real time continuously throughout the year in line with the CPA Communications Implementation Plan. The website has continued to be a popular source of information for our Members alongside the CPA social media channels. The CPA social media channels (Twitter, Facebook, YouTube for video content and Flickr for image sharing) have continued to grow in their followers. Overall in 2018, the CPA website had over 54,000 users across almost 70,000 web sessions and over 140,000 page views. The most popular countries of origin for visitors to the CPA website in 2018 were: India, UK, Nigeria and USA.

The website statistics show that at the end of 2018 around 13% of visitors to the CPA website were returning visitors with around 86% as new visitors. Of visitors to the CPA website, an average of 60% viewed the website on a desktop/PC, 15% on a mobile device and 15% on a tablet. These statistics will be fed into the new website development plan to ensure that the website is mobile and tablet responsive.

Of all visitors to the CPA website in 2018, an average of 40% came direct to the website and over half (53%) came from a search engine like Google or Yahoo. This reveals the importance of SEO (Search Engine Optimisation) in the new website. The remaining approx. 7% of visitors were from click throughs from other websites and from social media (Twitter and Facebook).

The CPA’s Facebook page reached over 2,500 direct Followers in 2018 and page impressions peaked in the first quarter of 2018. The CPA’s Twitter page reached the milestone of 1,500 direct Followers in the last quarter of 2018. There was a marked increase in Twitter page impressions to over 350,000 page impressions in the first quarter of 2018 (compared to an average of around 180,000 per quarter). This increase was due to increased CPA social media activity for the Commonwealth Youth Parliament and Commonwealth Day with youth participants who are much more active on social media. This resulted in over 840,000 page impressions on Twitter in 2018 compared to 512,000 page impressions for the previous year.

The CPA Headquarters Secretariat also saw increased engagement on its social media channels during CHOGM 2018 compared to 54,000 page impressions for the previous year. This increase was due to the CPA’s social media activity for the Commonwealth Youth Parliament and Commonwealth Day with youth participants who are much more active on social media. This resulted in over 840,000 page impressions on Twitter in 2018 compared to 512,000 page impressions for the previous year.

The CPA Annual Report

The CPA 2017 Annual Report was published in December 2018 following approval of the audited CPA financial statements for 2017 by the CPA Executive Committee in November 2018. The CPA Annual Report would normally be distributed as print copies to CPA Members at the annual General Assembly as per the CPA’s constitutional requirements. However, as the next General Assembly will not take place until 2019, copies of the CPA 2017 Annual Report were distributed as an electronic copy direct to CPA Branches, CPA Regional Secretaries and Executive Committee Members. Digital copies of the CPA Annual Report are also available electronically on the CPA website www.cpahq.org/cpa/annualreport.
CORPORATE EFFECTIVENESS AND EFFICIENCY

Provision of Facilities for Member Branches
The Trustees continued to make the CPA both accessible and welcoming to all Commonwealth countries who wish to enhance parliamentary democracy. In particular, we are committed to assisting Commonwealth countries that are less developed both financially and democratically. Our annual membership fee is designed to assist Commonwealth countries that are less developed both financially and democratically. The CPA Strategic and Business Plan 2018 - 2021
The previous CPA Strategic Plan for the Association was completed in 2017 and in March 2018, the CPA Executive Committee agreed a new CPA Strategic and Business Plan for the Association that will be in place for three years. The CPA Secretary-General and the CPA Headquarters Secretariat prepared the new CPA Strategic and Business Plan 2018/2021 with assistance from Cass Business School’s Centre for Charity Effectiveness. The plan was developed with the input of officers in the CPA, the CPA Secretary-General and the CPA Headquarters Secretariat and contributions from Members of the Executive Committee.

The new plan covers the issues facing CPA’s strategic development in 2018 and its implementation to date; the challenges facing the organisation; an overarching and more detailed statement of the CPA’s vision, mission and key actions to be undertaken to fulfil those objectives. Substantial progress has been made during the past two years, both in the programmes CPA delivers and in the development of the organisation itself. In addition to building on the progress made, the organisation needs to address some key challenges in order to ensure its continued and growing success in the future. The new plan identifies objectives and actions that will build on and consolidate the developments of the past two years and enable the organisation to continue to increase its effectiveness and efficiency and so deliver more for its Members and in support of parliamentary democracy.

Main Objectives: The overarching objective for CPA in this period is to develop the programmes it delivers to support its members and re-establish its reputation as the leading parliamentary association. In addition to developing its programmes, communications and partnering with other leading organisations, this will require achievement of a range of operational objectives. The main objectives in the strategic plan and which formed the basis of organizational priorities in 2018 were:
1. to continue to design and deliver activities and programmes under the umbrella of the CPA’s Strategic Plan; and
2. be recognised as one of the leading Commonwealth parliamentary strengthening organisations to which its Members and other relevant, external stakeholders turn to for advice, information and support or with which to partner; and
3. collaborate with other leading organisations, including Parliamentary bodies in delivering programmes and services.

Governance and Management
The General Assembly: The General Assembly has the ultimate constitutional authority to determine the policy and management of the Association. An annual ordinary meeting of the General Assembly is held at each plenary conference.

Executive Committee and Trustees: The CPA is run by an Executive Committee which acts as the board of trustees of the charity and determines its strategy and overall management. Day-to-day day-to-day administration and operational delivery. During 2018, the main risks and uncertainties facing the Association were:

- restricted opportunities to grow or diversify income;
- significant reliance on membership fees, and the timely payment of subscriptions;
- the challenge of ensuring that membership remains a worthwhile proposition for the CPA’s branches;
- investment in the infra-structure that helps ensure the CPA Headquarters Secretariat is run efficiently and is pro-active in communications with its membership;
- new or unexpected pressures on the CPA Headquarters Secretariat or Partners;
- governance, given the CPA’s status as a UK charity with both UK and international Trustees.

Appropriate systems and/or actions have been developed and undertaken to identify and mitigate these risks. These systems or actions include:

- expanding the Association’s revenue streams by reviewing its membership categories;
- maximising the Association’s investment returns within an acceptable level of risk;
- actively seeking hosts for the Association’s events to achieve a reduced cost burden on reserves;
- financial governance-related policies (i.e. use of credit cards, funding policy to support branch programmes, delivery of cash handling, etc.);
- a programme of internal audit of the Association’s governance, risks, controls and performance management arrangements;
- performance and review subcommittee oversight.

- staff head detail duties, policies, processes, and procedures.
- business and financial risk management plan (risk register) which details the nature of risk (i.e. external fraud, governance, operational, liquidity and security) likelihood of occurrence, the impact of the risk, and probability of controls failure.
- appropriate insurance cover (management liability: Trustees’ liability, employment practices liability and legal liability; office general liability; and office contingency cover).
- establishment of an expert group to consider options for longer term organisational status.
- The Trustees consider risk management as a top priority matter. The internal audit cycle in 2018 reviewed the effectiveness of the Association’s risk management processes and key controls. Following the review, steps will be taken to update/deliver/develop relevant policies and systems.

Compliance with UK Charity Commission Governance Code: The CPA Headquarters Secretariat recognised that a new Governance Code (commonly known as the UK Charity Commission in July 2017) and has implemented and complied with this code.

CPA ANNUAL REPORT AND PERFORMANCE REVIEW 2018

CPR 2018

CPA ANNUAL REPORT AND PERFORMANCE REVIEW 2018

49 | Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review 2018

Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review 2018 49
CPA Branch Visit - Cameroon

- Date: 24-26 January 2018
- Members: Chairperson of the Commonwealth Parliamentary Association, Executive Committee, Hon. Emilia Monjowa Lifaka, MP. The CPA Secretary-General also met with Members of the CPA Cameroon Branch.
- Visit to the National Assembly of Cameroon. Bilateral meetings including: His Excellency Philemon Yang, Prime Minister of Cameroon; Her Excellency Lejeune Mbella Mbella, Minister of External Relations; Hon. Cavaye Yegue Djibril, President of the National Assembly; Hon. Marcel Niat Njifenji, President of the Senate.
- Topics discussed: New three year strategy for CPA, Chairperson’s term of office.
- Visit in conjunction with: CPA Roadshow for young people at the National Assembly of Cameroon

CPA Branch Visit - Jamaica

- Date: 16-19 May 2018
- Members: The CPA Secretary-General attended a reception hosted by Senator, Hon. Thomas Tavares-Finson, President of the Senate and Hon. Pearl Charles, MP, Speaker of the House of Representatives. Joint Presidents of the CPA Jamaica Branch as well as meeting with Members of the Jamaican Parliament who have participated in CPA Programmes.
- Bilateral meetings including: Hon. Mr Justice Bryan Sykes, the Chief Justice of Jamaica to discuss the Commonwealth Latimer House Principles.
- Other activities: The CPA Secretary-General attended the launch of the Jamaica Houses of Parliament Design Competition launched by the Prime Minister.
- Topics discussed: CPA programmes and activity in the Region.
- Visit in conjunction with: CPA Roadshow for young people at the Government Bilingual High School at Lambe.

CPA Branch Visit – Guyana

- Date: 9-12 May 2018
- Members: The CPA Secretary-General was received by His Excellency Brigadier (Ret’d) David A. Granger, President of the Co-operative Republic of Guyana at State House. Meeting also held with Prime Minister and First Vice-President of Guyana, Hon. Moses V. Nagamootoo; Hon. Dr Barton Scotland, MP, Speaker of the National Assembly of Guyana, Members of the Assembly and the Clerk of the National Assembly.
- Topics discussed: CPA programmes and activity in the Region.
- Visit in conjunction with: The CPA Secretary-General was the guest of the Prime Minister of Guyana at 3rd National Guyana Social Cohesion Day Observance ‘celebrating lasting relationships in a diverse society’ at the National Cultural Centre in Georgetown.

CPA Regional Conferences

The Regional Secretariats of the Commonwealth Parliamentary Association (CPA) organise a Regional Conference for Members in each region annually.

Renewed focus on sustainable development goals and re-commitment to the independence of the legislature at 6th Commonwealth Parliamentary Association India Regional Conference

Over 100 Commonwealth Parliamentarians from across India have renewed their focus on Parliament’s role in the sustainable development agenda and reaffirmed their commitment to the separation of powers between the legislature, the judiciary and the executive at the 6th Commonwealth Parliamentary Association (CPA) India Regional Conference held in Patna, Bihar from 16 to 19 February 2018.

The Chairperson of the CPA India Region and Speaker of the Lok Sabha, India Parliament, Hon. Sumitra Mahajan, MP reaffirmed the independence of the legislature and stressed the importance of good relations with the judiciary by saying: “In a parliamentary democracy, the legislative assembly plays a vital role...the judiciary and the executive are equally important. They are the pillars of democracy and a balance between them is of high importance. Neither can be ignored.” The CPA India Regional Chairperson also announced that four new regional zones would be created in the India Region to conduct zonal regional seminars and conferences for legislators to interact with each regularly across the country in between the biennial CPA India Regional Conference.

The new Chairperson of the CPA Executive Committee, Hon. Emilia Monjowa Lifaka, MP, addressed Members at the opening ceremony. The CPA Chairperson said that Parliamentarians must be part of the sustainable development agenda as they can play a vital role in its implementation. She also expressed her delight that her first official overseas conference as the new Chairperson since her election was in the CPA India Region.

The CPA Secretary-General, Mr Akhtar Khan, who attended the conference during his first official visit to India, addressed the closing ceremony of the conference and said that the legislatures of the CPA India Region can be a role model for the many democracies in the Commonwealth. He said: “Parliamentarians and therefore Parliaments play a critically important role in embedding respect for the separation of powers and creating the conditions for sustainable development. An effective parliament can promote robust, inclusive economic growth and nurture genuine and enduring democracy. As a guardian of democracy itself Parliament has a duty to represent the people it serves—and it can only do this by being an inclusive, accountable, open and transparent institution.”

The CPA Regional Conference was hosted by the CPA Bihar Branch and the Hon. Speaker of the Bihar Legislative Assembly, Vijay Kumar Chaudhary, MP and the conference was also addressed by the Chief Minister of Bihar, Hon. Nitish Kumar and the Governor of Bihar, Satya Pal Malik. The CPA India Regional Conference brought together Speakers and Members of Parliament from the national Parliament of India (Rajya Sabha and Lok Sabha) and thirty-one state and provincial legislatures across India, one of the most populated regions of the Commonwealth. Representatives also attended from Uganda, Australia and other Commonwealth countries.

43rd CPA Caribbean, Americas and Atlantic Regional Conference discusses the building of small developing states as it takes place in the Cayman Islands

The CPA Cayman Islands Branch successfully hosted the 43rd CPA Caribbean, Americas and Atlantic (CAA) Region. The CPA Regional Conference took place between 15 and 21 June 2018 in Georgetown, Grand Cayman, and saw over 60 delegates from across the CAA region – and the wider Commonwealth – attend and participate in the week long conference. The theme of the annual CPA Regional Conference was ‘Building Small Developing States’ and it focused on the pressing issues facing the region such as de-globalization, climate change and population growth. The regional conference was attended by Speakers, Members of Parliament and guest delegates from across the region. Hon. Dr V.W. McKeese Bash, Speaker of the Legislative Assembly of the Cayman Islands hosted the regional conference and he was joined at the opening ceremony by His Excellency the Acting Governor, Mr Franz Manderson, the Premier of the

Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review 2018 | 51

CPA ANNUAL REPORT AND PERFORMANCE REVIEW 2018

CPA ANNUAL REPORT AND PERFORMANCE REVIEW 2018

Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review 2018 | 51
Focus on gender equality in Parliaments and parliamentary strengthening at 56th Commonwealth Parliamentary Association Canada Regional Conference in Ottawa

Over 60 Commonwealth Parliamentarians from across the Canada Region have renewed their focus on gender equality in Parliaments and a commitment to parliamentary strengthening at the 56th Commonwealth Parliamentary Association (CPA) Canada Regional Conference, which has taken place in Ottawa, Canada from 22 to 27 July 2018. 2018 marks the centenary anniversary of women’s right to vote in the Canadian Federal elections. Following an Indigenous Welcome to the CPA Canada Regional Conference, the conference was opened by Hon. George J. Furey, QC. Speaker of the Senate of Canada who said: “Canada has remained active as a founding member of the Commonwealth Parliamentary Association. It was great to speak at the 56th Canadian Regional Conference of the CPA and to kick off our important discussions. I enjoyed spending time with Parliamentarians at this annual meeting which brings together delegates from provincial, territorial and federal legislatures across Canada to discuss issues of common interest.”

The CPA Canada Regional Conference host, Hon. Yasmin Ratansi, MP, Chair of the Canadian Federal Branch of the CPA said: “It was with great pleasure that the Canadian Federal Branch of the CPA hosted the association’s 56th Canadian Regional Conference in Ottawa. We were pleased to welcome CPA Chairperson, Hon. Emilia Lifaka to join us. This year’s sessions were particularly topical. The guest speakers engaged parliamentarians in thoughtful and meaningful discussions. The topics ranged from foreign interference in democratic processes, women’s role as agents of change as well as the important role of the Inter-Parliamentary associations in building better economic, cultural and diplomatic ties. We are privileged that the CPA provides a forum for debate to thrive in a respectful and non-partisan environment.”

The Chairperson of the CPA Executive Committee, Hon. Emilia Monjowa Lilaka, MP, Deputy Speaker of the National Assembly of Cameroon, addressed delegates at the opening of the CPA Canada Regional Conference and said that Parliamentarians must be part of the sustainable development agenda as they can play a vital role in its implementation and updated members on the work of the CPA Headquarters Secretariat. The CPA Canada Regional Conference was attended by 61 Commonwealth Parliamentarians from the federal, provincial and territorial legislatures of the region as well as sixteen Parliamentary Clerks and many special guests who attended workshop sessions on a wide range of topics including Parliament and the #MeToo movement; Foreign Interference in the Democratic Process; Balancing Work and Family Time during the Parliamentary Schedule.

Cayman Islands, Hon. Alden McLaughlin, MLA; and the Leader of the Opposition, Hon. Ezzard Miller, MLA. During their opening speeches, the Caribbean leaders underscored the challenges being faced by small developing states in the region and urged delegates to use the topics selected for discussion to take workable solutions and best practice back to their jurisdictions.

A total of 18 Caribbean nations and territories, including Antigua and Barbuda, Bermuda, the British Virgin Islands, St Kitts and Nevis, Dominica, Guyana, Jamaica, Montserrat, Trinidad and Tobago, St Lucia, and Turks and Caicos were represented at the regional conference. In addition, the regional conference also included guest speakers and observers from Canada, Cuba and the Isle of Man. In a presentation that typified the strength of the CPA’s networks of mutual learning, Hon. Juan Wattersen, SHK, Speaker of the House of Keys of the Isle of Man, remarked to his Caribbean colleagues: “There is no ultimate nirvana, and nor is success ever assured. We only need to look at our constituency case load to realise that. But I hope that by outlining our story, and some of the issues that we have faced and will be facing, that it can lead to an informed debate in your own jurisdictions about how you take your own constituency caseload to realise that. But I hope that by outlining our story, and some of the issues that we have faced and will be facing, that it can lead to an informed debate in your own jurisdictions about how you take your own constituency caseload to realise that.”

The 11th Regional Conference of the Commonwealth Women Parliamentarians (CWP) and the 14th Caribbean Regional Youth Parliament Debate. The 11th Regional Conference of the CWP was chaired by Hon. Shirley Osborne, MLA, Speaker of the Legislative Assembly of Montserrat and Chair of the Regional CWP and saw updates on the activities of the CWP across the region.

The 14th Caribbean Regional Youth Parliament, hosted by the CPA Cayman Islands Branch for the first time, saw young people aged 18-29 years from across the region come together to debate and experience parliamentary democracy in action. The Speaker of the Cayman Islands Legislative Assembly, Hon. Dr W. McKeeva Bhyrds took the role of Presiding Officer of the Regional Youth Parliament and 19 participants from 9 Caribbean jurisdictions took part. The Youth Parliament aims to foster an appreciation and understanding of the rules and procedures of parliament among the youth of the region and this year’s Parliament debated the motion: ‘Affirmation of the United Kingdom’s Decision to Exit the European Union.’

CPA British Islands and Mediterranean Regional AGM held in London, UK
The Commonwealth Parliamentary Association (CPA) British Islands and Mediterranean (BIM) Region held a one-day Annual General Meeting with representatives from Parliaments and Legislatures across the CPA BIM Region at the Parliament of the United Kingdom on 25 June 2018. The AGM included Parliamentarians joining the meeting via Skype and it was followed by a Roundtable discussion on ‘Youth Participation in Political Processes’ with both Members and youth representatives.
Underrepresentation of women in Parliament; Inter-Parliamentary Relations; Balancing Public and Private Life in the Age of Social Media

The regional conference delegates also heard from a number of organisations including the Assemblée Parlementaire de la Francophonie (APF), the Samara Centre for Democracy; Concordia University; the Canadian Security Intelligence Service (CSIS); Equal Voice; the Canadian Global Affairs Institute; and the Canada Institute. Hon. Bruce Stanton, Deputy Speaker of the House of Commons, addressed delegates at the closing of the regional conference.

Ahead of the CPA Canada Regional Conference, the Commonwealth Women Parliamentarians (CWP) Canada Region held a regional meeting and workshop sessions introduced by the CWP Canada Regional Chair, Hon. Laura Ross, MLA (Saskatchewan). During the CWP Canada Regional meetings, the CPA Chairperson, Hon. Emilia Monjowa Lifaka, MP together with Hon. Laura Ross, MLA launched the new CWP Canada Regional website at www.cwpcanada.ca.

As at the conclusion of the 50th CPA Canada Regional Conference and as Canada marked the centenary of women’s suffrage in Canada’s federal elections, four Commonwealth Women Parliamentarians (CWP) – Hon. Emilia Monjowa Lifaka, MP (Cameroon); CPA Vice-Chairperson, Hon. Alexandra Mendes, MP (Canada Federal); Hon. Yasmin Ratansi, MP, Chair of the CPA Canada Federal Branch; and CPA Canada Regional Chair, Hon. Laura Ross, MLA (Saskatchewan) – were photographed at the ‘Women Are Persons! Famous Five’ monument at Parliament Hill recognising the campaign for gender equality.

Commonwealth Parliamentarians from the CPA Pacific and Australia Regions at 49th Presiding Officers and Clerks Conference in New Zealand

Over 60 Commonwealth Parliamentarians from the Pacific and Australia Regions of the Commonwealth Parliamentary Association (CPA) have attended the 49th Presiding Officers and Clerks Conference (POCC) at the Parliament of New Zealand in Wellington from 8 to 11 July 2018. Key topics on the agenda for the delegates included how Parliaments can develop and change the role of the Speaker; and security and stability. The delegates at the POCC also discussed family-friendly Parliaments and communicating Parliament to the people. Professor Hon. Margaret Wilson, PCNZ, a former Speaker of the New Zealand House of Representatives, gave the opening address in which she touched on important issues such as how Parliaments adapt to societal change; a renewed demand for ethics, transparency, and openness; and providing the public with an insight into decision making.

Guest speakers at the conference included former New Zealand Prime Minister and UNDP Administrator, Rt Hon. Helen Clark and Dr Gill Greer, Chief Executive of the National Council of Women NZ. Conference papers revolved around many different themes with presentations delivered a wide range of speakers including Hon. Kate Doust, President of the Western Australia Legislative Council; Hon. Joy Burch, MLA, Speaker of the Legislative Assembly for the Australian Capital Territory; Hon. Poto Williams, MP, Assistant Speaker of the New Zealand Parliament; Hon. Bruce Atkinson, MLC, President of the Victorian Legislative Council; Rt Hon. Azlan Nasir, Speaker of the Solomon Islands; David Kusilika, Deputy Clerk of the Solomon Islands; Hon. Kezia Purick, MLA, Speaker of the Northern Territory Legislative Assembly and Hon. Simon Pentium, Speaker of the Bougainville House of Representatives.

The annual conference is for Presiding Officers (Speakers) and Clerks from Parliaments from the CPA Pacific and Australia Regions and is hosted by a different Parliament or Legislature each year with the New Zealand Parliament taking up the honour in 2018. The conference also saw the continuation of the successful twinning programmes for Parliaments in the two Regions with meetings taking place between twinning partners.

Rt Hon. Trevor Mallard, Speaker of the New Zealand House of Representatives said: “Legislatures around the two Regions differ dramatically in terms of size - but we all face similar challenges in how to ensure Parliaments are family-friendly, accountable, open and diverse in the 21st century. Parliamentarians cannot run without an efficient team of Clerks and Presiding Officers. This conference provides a valuable opportunity for representatives from around the Pacific to share ideas, impart knowledge, and grow global connections for the future.”

David Wilson, Clerk of the House of Representatives of New Zealand, added: “The New Zealand Parliament takes great pride in hosting the 2018 conference. We’re confident that delegates will leave the conference with an enhanced understanding of how to support the function of democracy in their Legislatures.”

There was a diverse range of Parliaments and Legislatures represented at the conference, with Presiding Officers and Clerks from Australia (both the Federal Parliament and State Legislatures), the Autonomous Region of Bougainville, the Cook Islands, Kiribati, Micronesia, Niue, Palau, Papua New Guinea, Samoa, the Solomon Islands, Tonga, Tuvalu and Vanuatu.

Commonwealth Parliamentarians from the CPA Africa Region at 49th CPA Africa Regional Conference in Botswana

Commonwealth Parliamentarians from across Africa have discussed the increasing threats to national and regional security at the 49th Commonwealth Parliamentary Association (CPA) Africa Region Conference held in Gaborone, Botswana from 13 to 22 August 2018. The CPA Africa Regional Conference was hosted by Hon. Gladys K. T. Kokorwe, MP, Speaker of the National Assembly of Botswana and President of the CPA Africa Region, who welcomed Commonwealth Parliamentarians from across the Africa continent. The CPA Africa President said that she wished to reach out to the CPA Africa Region and to striving to achieve the Africa Agenda 2063 especially through education and awareness campaigns.

The CPA Africa Regional Conference was officially opened by the Vice-President of the Republic of Botswana, Mr Shamber Tsiqovane who said: “An effective Parliament is an important element of a vibrant democracy and good governance, all of which are desired principles of the Commonwealth as enshrined in the Commonwealth Charter. It is the principle of the CPA that stronger parliaments mean stronger democracies, and greater capacity to deliver the benefits that people expect such as employment opportunities, empowerment of women, food security, health care, education, rural development, children’s future and protection of the environment.”

The opening ceremony heard speeches delivered by the Chairperson of the CPA Africa Region, Hon. Lindiwe M. Maseko, MP (South Africa); and the Chairperson of the Commonwealth Women Parliamentarians (CWP) Africa Region, Hon. Angela Thoko Didiza, MP (South Africa). The Chairperson of the CPA International Executive Committee, Hon. Emilia Monjowa Lifaka, MP (Cameroon) gave an address at the opening ceremony of the 49th CPA Africa Regional Conference on behalf of the wider CPA membership when she updated the membership on the CPA’s activities, developments, and the CPA’s international work.

The CPA Africa Regional Conference was hosted under the main theme of: ‘The role of African Parliaments in fostering national and regional security’. Conference workshops were held on several themes and topics including:

- A parliamentary agenda for combating human trafficking and modern day slavery in Africa and the promotion of human rights (gender topic)
- Understanding the nexus between climate change and the incidence of farmers/herders conflicts in Africa (social, health, education and environment topic)
- A legislative framework for the regulation of vigilante groups, private security and military companies in Africa (political topic)
- Food security and sustainable growth: the role of the agricultural revolution in changing economic development in Africa (economic topic)

Conference delegates also heard the resolutions of the Fourth CPA Africa Region Youth Parliament, presented by youth delegates, which had been held in April 2018 in Uganda under the theme ‘Securing a better future for Africa’.

The CPA Africa Regional Conference included a number of events and meetings including:

- Meetings of the CPA Africa Regional Executive Committee
- Meetings of the Commonwealth Women Parliamentarians (CWP) Steering Committee chaired by the CWP Africa Regional Chair, Hon. Angela Thoko Didiza, MP (South Africa)
- The Society of the Clerks-at-the-Table (SoCATT) Africa Regional Steering Committee meetings chaired by Adv. Eric Phinda, Chairperson of SoCATT Africa Region

The CPA Africa Regional Conference was held at the Gaborone International Convention Centre (GICC) and was organised by the CPA Africa Regional Secretariat and CPA Botswana Branch.

At the conclusion of the 49th CPA Africa Regional Conference in Botswana, Rt Hon. Justin B. Muturi, MP, Speaker of the National
Assembly of the Republic of Kenya was elected as the new Chairperson of the CPA Africa Region in succession to Hon. Lindive M. Maseko, MP (South Africa). The new CPA Africa Chairperson was nominated by the Deputy Speaker of the Parliament of Zambia, Hon. Catherine Namugala, MP and was seconded by Hon. Kaburu Mijinyowa, MP, Speaker of Adawma Region in Nigeria. The CPA Secretary-General Mr Alhadi Khan sent his congratulations to Rt Hon. Justin R. Munutu, MP, Speaker of the National Assembly of Kenya on being elected as the new CPA Africa Region Chairperson and said: "Wishing you every success in this new role of leading the CPA and looking forward to working together to strengthen the CPA." 

Sustainability and gender equality on the agenda for Commonwealth Parliamentarians at 37th Commonwealth Parliamentary Association Pacific and Australia Regional Conference in the Cook Islands

Hon. Niki Rattle, Speaker of the Parliament of the Cook Islands and CPA Cook Islands Branch President has reiterated her desire to increase the number of women in the Cook Islands Parliament and across the CPA Pacific Region at the 37th Commonwealth Parliamentary Association (CPA) Pacific and Australia Regional Conference. The three-day regional conference was hosted by the CPA Cook Islands Branch in Rarotonga, Cook Islands from 22 to 24 October 2018. Speaker Niki Rattle said: "I am delighted to host this regional conference to discuss issues of mutual interest for the welfare of our people in our Regions. The theme of "Towards a common future for growth and sustainability" of this regional conference was very much in line with the CPA region’s desire to have a robust and meaningful deliberations for a better future for those who hold the future in their hands."

“This week, I believe the topics for our regional conference are really relevant in outlining about gender equality and my focus while I’m Speaker of Parliament is to increase the number of women in the Parliament. Out of 31 Members, we have four women and there are many women in the Cook Islands who could actually be sitting in the House and sharing the opportunity of making decisions on the welfare of the people of this country.” A meeting of the Commonwealth Women Parliamentarians (CWP) Pacific Region also took place during the regional conference.

Speaker Rattle also paid tribute to the CPA Branches from the wider Australia and Pacific Regions for their assistance to their counterparts in the Pacific islands. The regional conference was co-chaired by Speaker Rattle and Hon. Peter Watson, MLA, Speaker of the Legislative Assembly of Western Australia.

New partnership with UNEP to focus on climate change affecting CPA Small Branches

In 2018, the CPA Headquarters Secretariat has very successfully worked with the United Nations Environment Programme (UNEP) on building the capacity of Small Island States to mitigate the impacts of climate change and assume leadership in climate change adaptation. The focus of this new partnership has been on the CPA Small Branches. To that end, Commonwealth Parliamentarians from eight CPA Small Branches representing five CPA Regions met in Kenya from 10 to 13 October 2018 and heard from experts in the field and discussed ways to introduce renewable energy, waste reduction with a specific focus on plastics, marine protection, the best scientific resources for action, electric transport, the involvement of non-state actors, fiscal policy, regional integration, and technological innovation. Parliamentarians also examined the specific challenges of smaller jurisdictions in overseeing the implementation of the 2015 Paris Agreement and in the development of appropriate national legislation dealing with the prevention and impact of climate change. Climate change is of great concern to the 53 Commonwealth countries, especially its small and developing states which are often the least polluting but the first casualties of climate change.

Through this partnership, the CPA Small Branches network and UNEP will continue to examine the role of legislators in combating climate change and support Parliamentarians in the Legislatures of the Commonwealth to further pursue these goals.

Working with Partner Organisations

The CPA works closely with a wide range of partners to deliver its programme work aimed at strengthening the institution of Parliament, supporting and promoting parliamentary democracy and the political values of the Commonwealth.

Working with partner organisations allows for not only greater institutional support (direct support) aimed at supporting Commonwealth Legislatures but also thematic support (issue-based support) for the purpose of promoting specific policy goals, such as poverty reduction, environmental protection, anti-corruption, trade, and human rights.

CPA programmes are delivered in partnership with CPA branches and international organisations including international parliamentary associations, such as the Inter Parliamentary Union; other international bodies, such as the United Nations Development Programme (UNDP), UN Women, the World Bank Group, International Monetary Fund and Organisation for Economic Co-operation and Development (OECD) as well as Commonwealth Universities, including the University of Witwatersrand in South Africa and McGill University in Canada.

The CPA Headquarters Secretariat has also continued its collaboration with the Westminster Foundation for Democracy (WFD) on a number of projects including the updating of the original CPA Recommended Benchmarks for Democratic Legislatures to incorporate the responsibilities for parliaments that arise from Goal 16 of the Sustainable Development Goals (SDGs) which calls for "effective, accountable, and inclusive institutions at all levels.”

Partnering with organisations that share similar values, aims and objectives leads to better information sharing, less duplication and lower programme costs as well as an agenda that extends beyond Parliament to include the wider political system. There is however further scope for partners to develop and in 2019, the CPA Headquarters Secretariat has worked with new partners including the International Committee of the Red Cross (ICRC), Commonwealth Local Government Forum and the University of Reading in the United Kingdom.

In 2018, the CPA Headquarters Secretariat also participated in the following international conferences and meetings:

Commonwealth Speakers meet in Seychelles for 24th Conference of Speakers and Presiding Officers of the Commonwealth

Over 50 Speakers and Presiding Officers from across the Commonwealth have met in Seychelles for the 24th Conference of Speakers and Presiding Officers of the Commonwealth (CSPOC) which took place from 8 to 13 January 2018 and was officially opened by the President of the Republic of Seychelles, His Excellency Mr Dany Faure. The CSPOC conference brought together the Speakers and Presiding Officers of 22 bicameral Parliaments and 30 unicameral Parliaments – a total of 74 members from 52 nations. The Speakers from the Parliaments and Legislatures of the Commonwealth participated in working sessions and plenaries, focusing on different topics of discussions on matters of Parliament, providing a forum for the sharing of parliamentary best practices and fruitful collaborations across the Parliaments of the Commonwealth.

Topics varied from discussions on the use of technology to support Members and house business, touching on subjects concerning methods to improve and benefit the Parliaments through the use of technology; the development of efficient social media channels and website portals to ensure that parliamentary information is accessible not only to the parliamentary Members and staff but also to the public to promote democracy and transparency. Other topics debated included the role of the Speaker in parliamentary diplomacy for both regional and international co-operation, emerging security issues for Legislatures as well as strengthening parliamentary research for the effective functioning of legislatures.

In his opening address, President Faure welcomed the delegates to Seychelles and expressed his pride that as a Small Island Developing State, Seychelles was hosting the conference. He highlighted the diversity and fundamental unity of all Commonwealth member states, saying, “We are all committed to the values enshrined in the Commonwealth Charter – democracy, human rights, and the rule of law. We are all dedicated to the development of free and democratic societies, and the promotion of peace and prosperity to improve the lives of our people.”

The Speaker of the National Assembly of Seychelles, Hon. Patrick Pillay, welcomed the delegates and encouraged them to experience the Seychelles’ unique local culture. Hon. Patrick Pillay also highlighted the work of the National Assembly of Seychelles that has seen greater transparency, openness and accountability. As per the tradition of the CSPOC opening ceremony, the assembled Speakers and Presiding Officers, led by the Speaker of the National Assembly of Seychelles, Hon. Patrick Pillay and the Sergeant at Arms, participated in the official Speaker’s Procession in their ceremonial robes. The Conference, being held in Seychelles for the first time, brings together the Speakers and Presiding Officers of the Parliaments and Legislatures of the Commonwealth. CSPOC operates on a two-year cycle, holding a conference of the full membership every two years. It focuses on the sharing of experiences, collaboration, and partnership across the Parliaments of the Commonwealth. CSPOC was created in 1969 and is a separate independent organisation, although many of its participants are also Members of the Commonwealth Parliamentary Association.

The Chairperson of the Commonwealth Parliamentary Association Executive Committee, Hon. Emilia Monjowa Lifaka, MP, who is also the Deputy Speaker of the National Assembly of Cameroon also attended the Conference and observed the working sessions.

The Speakers and Presiding Officers, accompanied by their Clerks and Parliamentary officials, also visited the Parliamentary Museum and the Chamber of the National Assembly of Seychelles. The visit was an educational tour where the Delegates had an opportunity to learn about the history of the Commonwealth and Seychelles with Alberta, British Columbia, Prince Edward Island and Saskatchewan as associate members of the APF.

The CPA Chairperson said: “The CPA and the APF pursue similar goals which include the promotion of democracy, human rights and the rule of law, as well as the capacity building of Parliamentarians in order to enable them to be more efficient in their role. There are excellent avenues for information and experience sharing as well as a platform for the learning of best practices. As Members of Parliament we are uniquely positioned to act as an interface between the people and state institutions, and to promote and adopt people-centered policies and legislation in research that we are left behind.”

The Quebec National Assembly in Canada hosted the 44th Session of the Parliamentary Assembly of La Francophonie from 3 to 10 July 2018. The CPA Chairperson was welcomed to the session by the President of the Quebec National Assembly and the President of the APF, Hon. Jacques Chagnon, MLA. Hon. Jacques Chagnon attended the International Executive Committee on behalf of the CPA Canada Region.

The CPA Chairperson also met the Secretary-General of the Parliamentary Assembly, M. Jacques Kabral, a Member of the French National Assembly, and the Secretary-General of La Francophonie, Ms Michelle Jean. The APF was created in 1897 in Luxembourg when a number of French-speaking Parliamentarians came together to create an association to represent and promote the French language. This organisation evolved into the Parliamentary Assembly of La Francophonie (APF) which today is made up of 83 members across five continents.

Commonwealth Parliamentary Association Chairperson speaks of the importance of parliamentary democracy as she addresses the 44th Parliamentary Assembly of La Francophonie

Hon. Emilia Monjowa Lifaka, MP, Chairperson of the Commonwealth Parliamentary Association (CPA) and Deputy Speaker of the National Assembly of Cameroon has addressed the delegates attending the 44th Parliamentary Assembly of La Francophonie (l’Assemblée Parlementaire de La Francophonie - APF) and spoke of the work of the CPA in promoting parliamentary democracy. The CPA Chairperson also spoke of the increased international cooperation between parliamentary assemblies in tackling global issues for the benefit of their citizens. The Commonwealth Parliamentary Association has a number of CPA branches which are also members of the APF including Mauritius, Cameroon, Jersey, Canada Federal, Quebec, Manitoba, New Brunswick, Ontario, Nova Scotia, Rwanda and Seychelles with Alberta, British Columbia, Prince Edward Island and Saskatchewan as associate members of the APF.

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New Commonwealth Media Principles launched ahead of CHOGM 2018


The new Commonwealth Media Principles are a response to the growing challenges to media freedom and other threats to fair elections and open public debate and the principles were developed by the Commonwealth Journalists Association and the Institute of Commonwealth Studies together with senior figures from the Commonwealth’s legal and parliamentary community including the Commonwealth Parliamentary Association and other concerned organisations. The new Commonwealth Media Principles provide a tool to help the Commonwealth family improve its record for media freedom and accountable government in line with the Commonwealth’s strong commitment to the 2030 Sustainable Development Goals.

The launch event for the new Commonwealth Media Principles saw the Secretary-General of the Commonwealth Parliamentary Association (CPA), Mr Alkebu Khan speaking in a debate on the implementation of the new principles alongside Lord Black of Brentwood (Chair of Trustees, Commonwealth Press Union Media Trust, and Executive Director of the Telegraph Group), Rita Payne (Emreturis President, Commonwealth Journalists Association); Peter Slinn, Vice-President of the Commonwealth Legal Education Association; Sanjoy Hazarika, Director, Commonwealth Human Rights Initiative; Kayode Soyinka, Editor-in-Chief, Africa Today Magazine; and Caithleann Gallagher QC, Doughty Street Chambers.

CJA launched the new principles at the Commonwealth Journalists Association’s annual conference at the Doughty Street Chambers, held as part of the Telegraph Media Group’s annual news conference and the new Commonwealth Media Principles were launched with support from In line with the Commonwealth’s strong commitment to the 2030 Sustainable Development Goals.

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Embracing evaluation for Agenda 2030 is the focus for Parliamentarians at #EvalColombo2018 in Sri Lanka

Commonwealth Parliamentary Clerks discover shared parliamentary heritage and aspirations for the future. Although the Society of Clerks at the Table (SOCATT) of Commonwealth Parliaments is a separate body from the Commonwealth Parliamentary Association (CPA), it normally holds its annual meeting at the same time and place as the annual Commonwealth Parliamentary Conference (CPC). CPC membership is open to delegations from Commonwealth Parliaments, but not to individual Members. At the 54th CPC meeting in Toronto, Canada, participating delegates are also engaged in supporting their delegations at the CPC.

The Commonwealth Parliamentary Association (CPA) is a separate body from the Commonwealth Parliamentary Conference (CPC), it normally holds its annual meeting at the same time and place as the annual Commonwealth Parliamentary Conference (CPC). CPC membership is open to delegations from Commonwealth Parliaments, but not to individual Members. At the 54th CPC meeting in Toronto, Canada, participating delegates are also engaged in supporting their delegations at the CPC.
years. Between 2011 and 2016, the CPA, in partnership with the Commonwealth Secretariat, convened regional capacity building seminars for Parliamentarians, aimed at strengthening their understanding of their role in the promotion and protection of human rights at the national, regional and international levels. These seminars led to the adoption of three regional declarations: The Male Declaration (Africa), the Kotte Declaration (Asia) and the Pitiitea Declaration (Pacific). These declarations commit Parliamentarians from the African, Asian and Pacific Regions to active engagement with international and regional human rights mechanisms.

Further outcomes and indicators of impact include the establishment of regional Commonwealth Parliamentary human rights groups; the rise of Parliamentary champions who have championed specific human rights causes such as child, early and forced marriage, equality and non-discrimination, and closer links between national human rights commissions and Parliaments; and the establishment of parliamentary human rights caucuses in Kenya and Australia.

This new publication will map and analyse contemporary debates, decisions and initiatives focused on Parliamentary engagement with the global human rights mechanisms, and document the contribution of the Commonwealth to global efforts to strengthen that engagement, thereby global human rights mechanisms, and documents the contribution of the decisions and initiatives focused on Parliamentary engagement with the Commonwealth Parliamentary Association (CPA) Small Branches Chairperson also highlighted the remarkable genius of the Commonwealth to remain enduring based on its shared history and organisation, which enables it to justifiably claim to be a ‘People’s Commonwealth’ which is democratic and diverse in nature. This is the Commonwealth’s 21st-century legacy, with its shared history and organisation, which enables it to justifiably claim to be a ‘People’s Commonwealth’ which is democratic and diverse in nature.

The CPA has engaged in the global discourse on a strengthened role for Parliaments and Parliamentarians in the field of human rights for a number of years. Between 2013 and 2016, the CPA, in partnership with the Commonwealth Secretariat, convened regional capacity building seminars for Parliamentarians, aimed at strengthening their understanding of their role in the promotion and protection of human rights at the national, regional and international levels. These seminars led to the adoption of three regional declarations: The Male Declaration (Africa), the Kotte Declaration (Asia) and the Pitiitea Declaration (Pacific). These declarations commit Parliamentarians from the African, Asian and Pacific Regions to active engagement with international and regional human rights mechanisms. A joint report entitled ‘The Global Human Rights Implementation Agenda: the role of national parliaments’ was recently published by the Commonwealth Secretariat’s Human Rights Unit. In partnership with the CPA, the Unit hosted a conference in December 2018 on that topic.

The CPA also welcomed the opportunity to collaborate with the Commonwealth Youth Orchestra and Choir (CYO) in using the CYO’s Commonwealth Music Competition 2018 as a means of using the arts to inspire young people about the Commonwealth. The event was a momentous part of the competition was to write a song that reflects the values of the UDHR. This demonstrated Commonwealth organisations working collaboratively to promote human rights in the Commonwealth.

The CPA has marked the 70th anniversary of the adoption of the Universal Declaration of Human Rights (UDHR) with a special issue of The Parliamentary, the Journal of Commonwealth Parliaments which focused on ‘human rights in the modern era’ and featured articles on a wide range of topics, including the work of the Commonwealth Parliamentary Association and global experts. The digital edition of the publication is available online via www.cpapgh.org/cpaannualreport/parliamentarycorrespondence.

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Visits to the CPA Headquarters Secretariat

The CPA Headquarters Secretariat continues to welcome visitors from all CPA Branches and from representatives of partner and international organisations. These visits provide a platform for visitors to learn about the CPA and the various programmes available to its Member Branches as well as an opportunity for collaborations with other organisations.

The CPA Headquarters Secretariat welcomed over 100 visitors during the year to its headquarters in London, UK from Branches and Regions, including Members of Parliament, current and former Executive Committee Members, Parliamentary staff and partner organisations. If you require further information about visiting the CPA Headquarters Secretariat please email hq.sec@cpahq.org.

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Appendix I: Financial Statements 2018

The Financial Statements show how the Commonwealth Parliamentary Association (CPA) revenues were generated and expended during 2018.
Statement of Trustees Responsibilities: Trustees, working through the Executive Committee, are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Charity and of the income and expenditure of the Charity for that period. In preparing these financial statements, the Trustees are required to:

• Make and keep proper accounting policies and apply them consistently.
• Observe the methods and principles in Accounting and Reporting by Charities Statement of Recommended Practice (SORP) 2015 when preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
• Make judgements and estimates that are reasonable and prudent.
• State whether applicable United Kingdom accounting standards have been followed, subject to any material departures disclosed in the financial statements.
• Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation. The Trustees note the importance of proper accounting policies and records that disclose with reasonable accuracy at any time the financial position of the Charity and enable it to ensure that the financial statements comply with the Charities Act 2011, the applicable accounting framework, the SORP, and the provisions of the Charity’s Constitution and Trust Deeds. They are also responsible for safeguarding the assets of the Charity and, hence, for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Website: The Trustees are responsible for the maintenance and integrity of the charity’s financial information included on the CPA’s website. The CPA’s Secretariat or Programme costs.

Recruitment and Appointment of new Trustees: Members of the Executive Committee act as the Trustees of the Charity. The General Assembly elects new Trustees on the advice of the regions of the CPA. All Trustees are unpaid.

Induction and Training of new Trustees: The CPA Headquarters Secretariat organises induction sessions for new Trustees. We also receive recent data on the operations of the CPA, including financial reports and minutes of immediate past meetings. The CPA Headquarters Secretariat updates Trustees on recent Charity legislation/ development at their bi-annual meetings.

CPA Branches: The CPA is composed of Branches that have been admitted as Members to the Association. Each Branch is autonomous, raises its own finances and pays an annual subscription to the Association’s International Headquarters. The Commonwealth Parliamentary Association Headquarters Secretariat is the International Headquarters for the Association and has close links with the CPA’s 171 member branches (2017: 180 Branches) on a day-to-day working level. Income raised by the Association’s Headquarters Secretariat is used to pay for the CPA’s programmes of work and for the meetings and conferences of its members. The statutory subscription is determined at meetings of the General Assembly.

Risk Management: The Trustees are responsible for risk management. Select a Senior Management Team (SMT) to review and consider the key risks and to implement a risk management framework, including the creation of a risk register. The SMT is responsible for ensuring that risk is managed in a prudent manner. The Trustees have the power to invest in such stocks, bonds or shares and investments as they see fit. The policy is to adopt an approved pay band. Progression from one spine point to another within a given band is on the basis of satisfactory performance. The Trustees adopted the pay band on the recommendation of independent pay review consultants.

Financial REVIEW

The total revenue for the financial year under review was £2,680,040 (2017: £2,365,509). Of this, the Association’s core funding streams were from Branch Membership fees (91%) and financial investments (7%) with the balance coming from other sources such as subscriptions for the Parliamentary Review and the CPA’s Reports.

The decision not to hold a Plenary Conference in 2018 has had a significant impact on results. The Trustees had planned to draw down on reserves to fund a full range of Programme activity in 2018. Given that the decision not to hold the conference meant that a surplus of £30,385 (2017: deficit of £495,237) is now being reported. Total revenue increased by £194,138 when compared to the year ended 31 December 2017. Membership income increased by £45,155, whilst income from Investments increased by £48,794. CPA also received £23,878 in income from the Westminster Foundation for Democracy fund. The Commonwealth Parliamentary Association for Democracy and Proportion.

Total operating costs during the reporting period were £2,349,453 (2017: £2,186,296) which is £43,157 more than the income generated. The largest costs were those relating to the events the CPA undertook in 2018.

At the end of the financial year in 2017 the Trustees’ reserves in excess of £2,003,078 (2017: £1,734,644). During 2018 the Trustees reviewed their existing Reserves policy. In addition to the General Reserves, both the Working Capital Trust Fund and the Conference Assistance Trust Fund (managed by Trustees under separate Trust Deeds) had total funds of £2,300,744 (98%). In 2017, these were £472,270 (2%) and £3,253,936 (98%) respectively. The decrease in total operating costs as previously reported largely reflected the decision not to hold a Plenary Conference in 2018. Expenditure on Programme activity was also lower in 2017.

At the end of the financial year 2017, the Trustees established and maintained a Contingency Fund. The Unforeseen Liabilities Fund was set at £500,000 due to circumstances beyond the control of the Association. The Unforeseen Liabilities Fund was established to cover three months of the Association’s net operating costs (i.e. annual operating costs less annual conference costs) and was also set at £500,000. The balance was held as a General Fund available to fund unanticipated expenditure beyond the Contingency Fund.

During 2018 the Trustees agreed a change in policy to ensure that better addresses the likely risks and financial pressures faced by the CPA in the medium to long term. Trustee have also accelerated the establishment of all unrestricted reserves at between 3 to 6 months planned operating expenditure.

As at December 2018, the Association held unrestricted reserves of £2,003,078. The Trustees note that this is significantly less than the required amount in the reserves policy. This figure will be kept under review and the Trustees will consider the scope for releasing funds from these reserves to meet the strategic priorities of the CPA. As a result of CPA’s plans agreed by the Trustees for 2019 it is anticipated that unrestricted reserves should begin to fall back to within the range implied by the Reserves policy.

Investment Policy: The CPA has investments in two trust funds under the guidance and supervision of the funds’ Trustees. Under the trust deeds the funds’ Trustees are mandated as the Secretary General, the Association’s Treasurer and another member of the CPA who is not a member of the Executive Committee. These Trustees are listed on page 6. The purposes of these funds are to provide investment capital as an additional source of income to the Association and to support the CPA’s work in the world. The Association’s Investment Policy Statement that:

• Defines and assigns the responsibilities of all parties.
• Establishes a clear understanding of the investment goals and objectives of Fund(s) assets.
• Offers guidance and authority to the CPA’s investment manager or managers regarding the investment of Fund(s) assets.
• Establishes a basis for evaluating investment results.
• Provides guidelines on managing Fund(s) assets in accordance with prudent, ethical and environmental considerations, the Trust Deeds of the Fund(s), and the Trust Act 2000.
Investment Performance: The value of the Association’s listed investments fell by £406,681 (6%) from £6,948,046 at 31 December 2017 to £6,541,365 as at the end of the reporting period. The Charity holds no unlisted funds.

The target total return on the Trustees’ portfolio of investments, within an agreed level of risk appetite, is 6% from 1 January 2017. This is equally apportioned between annual investment income (3%) and long-term capital appreciation (3%). The Trustees will continue to monitor the performance of the investments.

Funding: Following the implementation of the Charities (Protection and Social Investment) Act 2016, the Trustees have reviewed its fundraising activities and confirmed that it complies with the regulation. There were no fundraising activities and the Association did not make use of any external fundraisers.

Plans for Future Periods: The current Strategic Plan, covering the period from 2018 – 2021, was agreed by Trustees in the first quarter of 2018. In the next two years, the CPA will continue to pursue its key aims of holding conferences and seminars; disseminating information on Parliamentarians and political issues; organising international exchanges among Members; reviewing its fundraising activities and confirms that it complies with the regulation. There were no fundraising activities and the Association did not make use of any external fundraisers.

The Trustees consider that the Association’s assets are adequate to meet its annual obligations in the next two years.

Independent Auditor’s Report to the Trustees of Commonwealth Parliamentary Association

Opinion: We have audited the financial statements of Commonwealth Parliamentary Association for the year ended 31 December 2018 which comprise the Statement of Financial Activities (SOFAs), the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in the preparation of these financial statements is applicable law and the United Kingdom Accounting Standards, including Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

• give a true and fair view of the state of the Charity’s affairs as at 31 December 2018 and of its income and expenditure for the year then ended;
• have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
• have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion: We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern: We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

• the Trustees’ use of the going concern basis of accounting in the preparation of the financial statements is not appropriate;
• the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity’s ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information: The Trustees are responsible for the other information. The other information comprises the information included in the Trustees’ Annual Report and financial statements other than the financial statements and our auditor’s report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception:

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

• the information given in the Trustees’ Annual Report is inconsistent in any material respect with the financial statements; or
• sufficient accounting records have not been kept; or
• the Charity financial statements are not in agreement with the accounting records and returns; or
• we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees: As explained more fully in the Statement of Trustees’ responsibilities, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Auditor’s responsibilities for the audit of the financial statements: Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for...
Commonwealth Parliamentary Association
Statement of Financial Activities
for the year ending 31 December 2018

Unrestricted funds £ Restricted funds £ Total 2018 £ Total 2017 £
Income from:
Investments 2 5,858 195,926 201,784 152,990
Charitable activities
Branch membership fees 2,447,055 - 2,447,055 2,401,900
Subscriptions for The Parliamentarian 4,167 - 4,167 4,759
Partnership income 3 - 23,878 23,878 -
Other income 3,156 - 3,156 6,260
Total income 2,460,236 219,804 2,680,040 2,565,902
Expenditure on:
Raising funds - - - 47,270
Investment Management Costs - 48,711 48,711 -
Charitable activities
Publications & Communications 581,898 - 581,898 542,793
Conferences - - - 657,103
Seminars, Projects & Commonwealth Development 1,347,334 89,142 1,436,476 1,543,015
Technical Assistance Programmes 282,370 - 282,370 271,055
Total expenditure 2,211,602 137,853 2,349,455 1,061,236
Net income/(expenditure) before (losses)/gains on investments 248,634 81,951 330,585 (493,237)
Net income/(expenditure) on investments 16 1,297 6,541,185 6,541,582
Net movement in funds 248,634 (291,083) 42,449 43,874
Reconciliation of funds
Balance brought forward on 1 January 2018 21 1,754,444 7,290,636 9,045,080 8,999,206
Balance carried forward on 31 December 2018 21 2,003,078 6,999,533 9,002,631 9,002,631

All recognised gains and losses have been included in the Statement of Financial Activities. All activities are continuing.

The Financial Statements were approved, and authorised for distribution, by the CPA Executive Committee on 14 April 2019 and signed on its behalf by:

Hon. Emilia Monjowa Lifaka, MP Chairperson of the CPA
Mr Akbar Khan CPA Secretary-General
Executive Committee

Commonwealth Parliamentary Association (CPA) Annual Report and Performance Review 2018
Commonwealth Parliamentary Association
Cash flow statement for the year ending 31 December 2018

Notes to the financial statements for the year ending 31 December 2018

1. Summary of Accounting Policies

(a) Basis of accounting
The financial statements have been prepared under the historical cost convention with items recognized at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), Charities SORP (FRS102) and the Charities Act 2011. The financial statements are presented in sterling and are rounded to the nearest pound. The charity constitutes a public benefit entity as defined by FRS 102.

(b) Income recognition
All membership fee income is recognised once the charity has entitlement to the income. It is probable that the income will be received and the amount of income receivable can be measured reliably. In the event of Branch suspension, we stop recognising its income. Interest on funds held on deposit is included when receivable and the amount can be measured reliably when notification is received of the interest paid or payable by the bank. Dividends are recognised when notification is received of the dividend due.

(c) Expenditure recognition
Liabilities are recognised as expenditure when there is a legal or constructive commitment, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. Disclosures of CPA expenditure in relation to its Strategic Priorities have been reported on the following lines:

- Parliamentary Benchmarking and Development – reported under Technical Assistance Programmes, Projects & Commonwealth Development.
- Public Outreach – reported under Conferences, Seminars.
- Communications and Publishing – reported under Publications & Communications.

(d) Allocation of support and governance costs
Support costs are allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

(e) Pension costs
The CPA Secretariat operates a defined contribution pension scheme for the benefit of its employees. The net assets of the fund are held separately from those of the charity. Contributions payable are charged to the SOFA in the year in which they are incurred.

(f) Employee benefits
- Short term benefits: Short term benefits including holiday pay are recognised as an expense in the period in which the service is received.
- Employee termination benefits: Termination benefits are accrued in line with FRS 102.

(g) Fund accounting
Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the charity’s funding partners. Note 21 sets out the aim and use of each restricted fund.

(h) Operating leases
Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the SOFA in the year in which they fall due.

(i) Subventions to Branches
Branches’ outstanding travel claims are accrued at the end of the financial year. If after one year from the date of accrual such claims have not been made, the accrued amounts are written back.

(j) Foreign exchange
Balances denominated in foreign currencies are translated into pounds Sterling at the rate of exchange prevailing at the balance sheet date. Financial transactions are translated at the rate of exchange prevailing on the date the transaction is processed.

(k) Fixed asset investments
Investments are a form of basic financial instrument and are recognised initially at their transaction value and measured subsequently at their fair value as at the balance sheet date using the closing quoted market price. The SOFA includes the net gains and losses arising on revaluation and disposals throughout the year.

(l) Tangible fixed assets and depreciation
All assets costing more than £350 are capitalised and valued at historical cost. Depreciation is charged on IT and other equipment on a straight-line basis over their estimated useful life of three years from the year of acquisition.

(m) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.
Notes to the financial statements for the year ending 31 December 2018 (continued)

(r) Going concern
The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. With respect to the next reporting period, the most significant areas of uncertainty that affect the charity's assets are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the Trustees’ annual report for more information). The review of the charity’s financial position, reserves levels and future plans gives the Trustees confidence that guarantee the charity remains a going concern during the next reporting period, notwithstanding these uncertainties.

4. Staff Costs

<table>
<thead>
<tr>
<th>Note</th>
<th>Total 2018</th>
<th>Total 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Salaries and wages</td>
<td>773,275</td>
<td>850,470</td>
</tr>
<tr>
<td>Redundancy costs</td>
<td>-</td>
<td>86,924</td>
</tr>
<tr>
<td>Social security costs</td>
<td>71,725</td>
<td>93,414</td>
</tr>
<tr>
<td>Pension costs</td>
<td>5</td>
<td>136,652</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>6a 209,487</strong></td>
<td><strong>1,167,460</strong></td>
</tr>
</tbody>
</table>

The benefits in-kind payments of £27,588 (2017: £37,293) cover qualifying employees’ relocation, home leave, health & travel insurance and death in-service expenses to the Association. These payments are covered by a PAYE Settlement Agreement with HM Customs and Excise. A restructuring programme was undertaken in 2017 with a redundancy cost of £86,924. This sum was fully paid in the first quarter 2018.

The average number of staff employed during the year was:

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>No.</td>
<td>No.</td>
</tr>
<tr>
<td>Management</td>
<td>3</td>
</tr>
<tr>
<td>Charitable activities</td>
<td>14</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

4.1 Key management personnel

<table>
<thead>
<tr>
<th>Note</th>
<th>Total 2018</th>
<th>Total 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secretary-General</td>
<td>146,143</td>
<td>126,550</td>
</tr>
<tr>
<td>Director of Operations</td>
<td>76,072</td>
<td>-</td>
</tr>
<tr>
<td>Finance Director</td>
<td>33,080</td>
<td>-</td>
</tr>
<tr>
<td>Director of Finance and Administration</td>
<td>-</td>
<td>107,900</td>
</tr>
<tr>
<td>Director of Programmes</td>
<td>-</td>
<td>99,313</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>255,295</strong></td>
<td><strong>333,763</strong></td>
</tr>
</tbody>
</table>

The key management personnel comprised members of the Senior Management Team (SMT). In 2018, the SMT was comprised of the Secretary-General, Director of Operations and Finance Director. During the 2017 financial year, the SMT comprised of the Secretary-General, Director of Finance and Administration and Director of Programmes.

The total employee benefits including employer's pension contributions and employer's national insurance, of the key management personnel of the charity were £255,295 (2017: £333,763).

Staff receiving emoluments in excess of £60,000, (exclusive of pension contributions paid by the CPA Headquarters Secretariat), during the year were as follows:

<table>
<thead>
<tr>
<th>Note</th>
<th>Total 2018</th>
<th>Total 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>£60,000 - £70,000</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>£80,000 - £90,000</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td>£90,000 - £100,000</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td>£100,000 - £110,000</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td>£110,000 - £120,000</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>2</strong></td>
<td><strong>1</strong></td>
</tr>
</tbody>
</table>

All of the employees whose emoluments were greater than £60,000 are part of the personal pension scheme and the CPA Headquarters Secretariat paid £223,686 (2017: £431,977) for these employees.

A total of £223,686 was reimbursed to 34 Parliaments of Members of the CPA Executive Committee for their travel to Executive Committee meetings (2017: £67,559 to 22 Parliaments of Members of the CPA Executive Committee).
Notes to the financial statements for the year ending 31 December 2018 (continued)

5. Pension scheme
The CPA Headquarters Secretariat’s Personal Pension Scheme (“Scheme”) for employees is with Scottish Widows, which commenced on 1st August 2010 (previously with Clerical Medical). The Scheme is funded by contributions from Scheme members and the CPA Headquarters Secretariat. The Scheme is operated on a Personal Pension Scheme basis and is not a defined benefits final salaries arrangement. Contributions are invested with members and the CPA Headquarters Secretariat. The Scheme is operated on a Personal Pension Scheme basis and is not

From April 2017 staff members can contribute towards the cost of their benefits at rates of 3% of annual salary. The CPA Headquarters Secretariat pays 5%.

6. Total Expenditure

<table>
<thead>
<tr>
<th>Note</th>
<th>Direct costs</th>
<th>Support costs</th>
<th>Total 2018</th>
<th>Direct costs</th>
<th>Support costs</th>
<th>Total 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost of generating funds</td>
<td>4,871</td>
<td>-</td>
<td>4,871</td>
<td>4,270</td>
<td>-</td>
<td>4,270</td>
</tr>
<tr>
<td>Cost of charitable activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Publications &amp; Communications</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conferences</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seminars, Projects &amp; Commonwealth Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical Assistance Programmes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>1,317,215</td>
<td>1,247,690</td>
<td>2,564,905</td>
<td>1,576,769</td>
<td>1,484,467</td>
<td>3,061,236</td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Costs</th>
<th>Staff costs</th>
<th>HR costs</th>
<th>IT support costs</th>
<th>Legal costs</th>
<th>Facilities costs</th>
<th>Depreciation costs</th>
<th>Governance costs</th>
<th>Total 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost of charitable activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Publications &amp; Communications</td>
<td>239,862</td>
<td>8,489</td>
<td>5,324</td>
<td>791</td>
<td>28,126</td>
<td>106</td>
<td>143,873</td>
<td>426,573</td>
</tr>
<tr>
<td>Conferences</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Seminars, Projects &amp; Commonwealth Development</td>
<td>305,815</td>
<td>21,679</td>
<td>29,193</td>
<td>4,335</td>
<td>154,219</td>
<td>582</td>
<td>217,210</td>
<td>733,033</td>
</tr>
<tr>
<td>Technical Assistance Programmes</td>
<td>37,408</td>
<td>7,018</td>
<td>2,662</td>
<td>395</td>
<td>14,063</td>
<td>53</td>
<td>26,485</td>
<td>88,084</td>
</tr>
<tr>
<td>Governance costs</td>
<td>326,402</td>
<td>9,935</td>
<td>7,942</td>
<td>1,180</td>
<td>41,932</td>
<td>159</td>
<td>(387,570)</td>
<td>-</td>
</tr>
<tr>
<td>Totals</td>
<td>909,487</td>
<td>47,121</td>
<td>43,121</td>
<td>6,704</td>
<td>238,360</td>
<td>900</td>
<td>1,247,690</td>
<td>-</td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Costs</th>
<th>Staff costs</th>
<th>HR costs</th>
<th>IT support costs</th>
<th>Legal costs</th>
<th>Facilities costs</th>
<th>Depreciation costs</th>
<th>Governance costs</th>
<th>Total 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost of charitable activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Publications &amp; Communications</td>
<td>261,074</td>
<td>10,598</td>
<td>4,861</td>
<td>311</td>
<td>18,260</td>
<td>450</td>
<td>62,627</td>
<td>358,181</td>
</tr>
<tr>
<td>Conferences</td>
<td>231,809</td>
<td>14,024</td>
<td>10,239</td>
<td>656</td>
<td>38,464</td>
<td>945</td>
<td>69,731</td>
<td>365,937</td>
</tr>
<tr>
<td>Seminars, Projects &amp; Commonwealth Development</td>
<td>343,156</td>
<td>14,024</td>
<td>10,239</td>
<td>656</td>
<td>38,464</td>
<td>945</td>
<td>90,916</td>
<td>498,400</td>
</tr>
<tr>
<td>Technical Assistance Programmes</td>
<td>144,512</td>
<td>14,024</td>
<td>10,239</td>
<td>656</td>
<td>38,464</td>
<td>945</td>
<td>53,089</td>
<td>261,929</td>
</tr>
<tr>
<td>Governance costs</td>
<td>186,830</td>
<td>10,598</td>
<td>16,134</td>
<td>1,033</td>
<td>60,610</td>
<td>1,489</td>
<td>(276,363)</td>
<td>-</td>
</tr>
<tr>
<td>Totals</td>
<td>1,167,640</td>
<td>62,947</td>
<td>51,172</td>
<td>3,112</td>
<td>194,269</td>
<td>4,774</td>
<td>-</td>
<td>1,484,467</td>
</tr>
</tbody>
</table>

Support costs have been allocated to the charity’s activities as follows:
- Staff costs: allocation based on staff time spent on operational activities
- Human Resources costs: allocated on basis of headcount
- IT Support: allocated on basis of headcount
- Legal & Professional: allocated on basis of usage
- Facilities: allocated on basis of staff usage or headcount
- Depreciation: allocated on basis of headcount.

7. Governance

Costs classified as governance relate to the general running of the charity and included operations of the Board of Trustees and those addressing constitutional, audit and other statutory matters, and are made up of the following:

<table>
<thead>
<tr>
<th>Costs</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>External Auditors’ remuneration</td>
<td>14,286</td>
<td>18,588</td>
</tr>
<tr>
<td>Internal Auditors’ remuneration</td>
<td>33,020</td>
<td>-</td>
</tr>
<tr>
<td>Mid-year Executive meeting</td>
<td>173,320</td>
<td>105,220</td>
</tr>
<tr>
<td>Legal &amp; professional fees</td>
<td>38,019</td>
<td>112,975</td>
</tr>
<tr>
<td>Consultants’ fees</td>
<td>78,987</td>
<td>76,497</td>
</tr>
<tr>
<td>Apportionment of support costs</td>
<td>387,570</td>
<td>276,363</td>
</tr>
<tr>
<td>Totals</td>
<td>692,472</td>
<td>622,667</td>
</tr>
</tbody>
</table>

8. Direct Publications & Communications Costs

<table>
<thead>
<tr>
<th>Costs</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Parliamentarian</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Printing</td>
<td>42,013</td>
<td>63,840</td>
</tr>
<tr>
<td>Distribution</td>
<td>52,936</td>
<td>72,170</td>
</tr>
<tr>
<td>Fees to contributors</td>
<td>2,775</td>
<td>1,664</td>
</tr>
<tr>
<td>Subtotals</td>
<td>97,724</td>
<td>137,674</td>
</tr>
<tr>
<td>Annual Report</td>
<td>3,000</td>
<td>2,833</td>
</tr>
<tr>
<td>CPA website</td>
<td>8,692</td>
<td>3,335</td>
</tr>
<tr>
<td>Books, periodicals and information</td>
<td>936</td>
<td>654</td>
</tr>
<tr>
<td>Governance costs</td>
<td>44,973</td>
<td>40,864</td>
</tr>
<tr>
<td>Totals</td>
<td>153,325</td>
<td>184,612</td>
</tr>
</tbody>
</table>
Notes to the financial statements for the year ending 31 December 2018 (continued)

9. Direct Conference Costs

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual conference including subvention</td>
<td>£420,812</td>
<td>£194,079</td>
</tr>
<tr>
<td>Less: Prior year accrued airfares no longer required</td>
<td>£64,413</td>
<td></td>
</tr>
<tr>
<td>Governance costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>£5,000</td>
<td>£35,996</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canadian Parliamentary Seminar</td>
<td>£721</td>
<td></td>
</tr>
<tr>
<td>Overseas visits</td>
<td>£37,698</td>
<td>£20,568</td>
</tr>
<tr>
<td>CPA Youth Parliament</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Post-Election Seminars</td>
<td>£58,766</td>
<td>£30,639</td>
</tr>
<tr>
<td>Commonwealth &amp; Parliamentary Development activities</td>
<td>£403,304</td>
<td>£694,938</td>
</tr>
<tr>
<td>Governance costs</td>
<td>£203,675</td>
<td>£238,950</td>
</tr>
<tr>
<td>Totals</td>
<td>£703,443</td>
<td>£1,044,615</td>
</tr>
</tbody>
</table>

10. Direct Seminars, Projects and Commonwealth Development Costs

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canadian Parliamentary Seminar</td>
<td>£721</td>
<td></td>
</tr>
<tr>
<td>Overseas visits</td>
<td>£37,698</td>
<td>£20,568</td>
</tr>
<tr>
<td>CPA Youth Parliament</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Post-Election Seminars</td>
<td>£58,766</td>
<td>£30,639</td>
</tr>
<tr>
<td>Commonwealth &amp; Parliamentary Development activities</td>
<td>£403,304</td>
<td>£694,938</td>
</tr>
<tr>
<td>Governance costs</td>
<td>£203,675</td>
<td>£238,950</td>
</tr>
<tr>
<td>Totals</td>
<td>£703,443</td>
<td>£1,044,615</td>
</tr>
</tbody>
</table>

11. Direct Technical Assistance Programmes

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth Day</td>
<td>£9,828</td>
<td>£12,579</td>
</tr>
<tr>
<td>Support for attendance at workshops</td>
<td></td>
<td>£285</td>
</tr>
<tr>
<td>Development of Public Accounts Committees (financial oversight): Canada</td>
<td>£8,423</td>
<td></td>
</tr>
<tr>
<td>Clearing House for Exchange Visits</td>
<td>£2,300</td>
<td></td>
</tr>
<tr>
<td>Commonwealth Women Parliamentarians (CWP) Annual Meetings &amp; CWP Work Programme</td>
<td></td>
<td>£8,712</td>
</tr>
<tr>
<td>CWP Regional Strengthening &amp; CWP Conference</td>
<td>£78,545</td>
<td>£192,495</td>
</tr>
<tr>
<td>Commonwealth Initiative for Freedom of Religion and Belief (CIFoRB)</td>
<td>£2,500</td>
<td></td>
</tr>
<tr>
<td>Commonwealth Heads of Government Meeting (CHOGM)</td>
<td>£12,314</td>
<td></td>
</tr>
<tr>
<td>CPA Roadshows for Schools and Universities</td>
<td>£2,977</td>
<td>£11,609</td>
</tr>
<tr>
<td>Commonwealth Parliamentary Lecture Series</td>
<td></td>
<td>£2,665</td>
</tr>
<tr>
<td>Regional Hot Topics</td>
<td></td>
<td>£3,870</td>
</tr>
<tr>
<td>Governance and Institutional Workshops</td>
<td></td>
<td>£17,420</td>
</tr>
<tr>
<td>CPA Fundamentals</td>
<td>£199,775</td>
<td>£336,393</td>
</tr>
<tr>
<td>CPA Masterclasses</td>
<td>£3,789</td>
<td>£7,756</td>
</tr>
<tr>
<td>Disability Conference</td>
<td>£4,124</td>
<td>£24,497</td>
</tr>
<tr>
<td>CPA Regional Conferences</td>
<td>£28,403</td>
<td>£57,615</td>
</tr>
<tr>
<td>Commonwealth Partnership for Democracy (CP4D)</td>
<td>£2,977</td>
<td>£8,619</td>
</tr>
<tr>
<td>International Humanitarian Law Handbook for Commonwealth Parliamentarians</td>
<td>£6,400</td>
<td></td>
</tr>
<tr>
<td>CPA Small Branches Committees Workshop</td>
<td>£28,071</td>
<td>£8,619</td>
</tr>
<tr>
<td>Totals</td>
<td>£403,304</td>
<td>£694,938</td>
</tr>
</tbody>
</table>

12. Overseas visits

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth Parliamentary Seminar</td>
<td>£721</td>
<td></td>
</tr>
<tr>
<td>Overseas visits</td>
<td>£37,698</td>
<td>£20,568</td>
</tr>
<tr>
<td>CPA Youth Parliament</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Post-Election Seminars</td>
<td>£58,766</td>
<td>£30,639</td>
</tr>
<tr>
<td>Commonwealth &amp; Parliamentary Development activities</td>
<td>£403,304</td>
<td>£694,938</td>
</tr>
<tr>
<td>Governance costs</td>
<td>£203,675</td>
<td>£238,950</td>
</tr>
<tr>
<td>Totals</td>
<td>£703,443</td>
<td>£1,044,615</td>
</tr>
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</table>

13. Post-Election Seminars

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Falkland Islands</td>
<td>£12,651</td>
<td></td>
</tr>
<tr>
<td>Cayman Islands</td>
<td>£17,988</td>
<td></td>
</tr>
<tr>
<td>Kenya</td>
<td>£16,396</td>
<td></td>
</tr>
<tr>
<td>St Helena</td>
<td>£(842)</td>
<td></td>
</tr>
<tr>
<td>Nevis</td>
<td>£8,115</td>
<td></td>
</tr>
<tr>
<td>Grenada</td>
<td>£18,783</td>
<td></td>
</tr>
<tr>
<td>Bermuda</td>
<td>£16,314</td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>£58,766</td>
<td>£30,639</td>
</tr>
</tbody>
</table>

14. Commonwealth and Parliamentary Development Activities

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth Day</td>
<td>£9,828</td>
<td>£12,579</td>
</tr>
<tr>
<td>Support for attendance at workshops</td>
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<td></td>
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</tr>
<tr>
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<td></td>
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</tr>
<tr>
<td>Regional Hot Topics</td>
<td></td>
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</tr>
<tr>
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</tr>
<tr>
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<tr>
<td>International Humanitarian Law Handbook for Commonwealth Parliamentarians</td>
<td>£6,400</td>
<td></td>
</tr>
<tr>
<td>CPA Small Branches Committees Workshop</td>
<td>£28,071</td>
<td>£8,619</td>
</tr>
<tr>
<td>Totals</td>
<td>£403,304</td>
<td>£694,938</td>
</tr>
</tbody>
</table>

15. Tangible Assets

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>At 1 January</td>
<td>£14,323</td>
<td>£30,798</td>
</tr>
<tr>
<td>Additions</td>
<td></td>
<td>£998</td>
</tr>
<tr>
<td>Eliminated on disposal</td>
<td></td>
<td>(£17,473)</td>
</tr>
<tr>
<td>At 31 December</td>
<td>£14,323</td>
<td>£14,323</td>
</tr>
<tr>
<td>Depreciation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>At 1 January</td>
<td>£13,026</td>
<td>£25,723</td>
</tr>
<tr>
<td>Charge for the year</td>
<td></td>
<td>£4,774</td>
</tr>
<tr>
<td>Eliminated on disposal</td>
<td></td>
<td>(£17,473)</td>
</tr>
<tr>
<td>At 31 December</td>
<td>£13,026</td>
<td>£13,026</td>
</tr>
<tr>
<td>Net book value at 31 December</td>
<td>£307</td>
<td>£1,297</td>
</tr>
</tbody>
</table>
Notes to the financial statements for the year ending 31 December 2018 (continued)

16. Investments

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Market value at 1 January</td>
<td>£6,948,046</td>
<td>£6,470,828</td>
</tr>
<tr>
<td>Additions</td>
<td>£861,635</td>
<td>£6,499,611</td>
</tr>
<tr>
<td>Disposal Proceeds</td>
<td>(£1,078,579)</td>
<td>(£6,484,955)</td>
</tr>
<tr>
<td>Investment cash account movement</td>
<td>£183,117</td>
<td>(78,639)</td>
</tr>
<tr>
<td>Realised gains</td>
<td>£59,984</td>
<td>£23,239</td>
</tr>
<tr>
<td>Unrealised (losses)/gains</td>
<td>(£433,018)</td>
<td>£517,962</td>
</tr>
</tbody>
</table>

Market value at 31 December

<table>
<thead>
<tr>
<th></th>
<th>£6,541,185</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historic cost value at 31 December</td>
<td>£6,582,434</td>
</tr>
</tbody>
</table>

The total unrealised gains at 31 December 2018 constitute movements on the revaluation and are as follows:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrealised (losses)/gains included above:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>On investments</td>
<td>(£41,249)</td>
<td>388,117</td>
</tr>
</tbody>
</table>

Total unrealised (losses)/gains at 31 December

|                | (£41,249) | 388,117 |

Reconciliation of movements in unrealised (losses)/gains:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrealised gains at 1 January</td>
<td>388,117</td>
<td>615,937</td>
</tr>
<tr>
<td>Add (Less): in respect to disposal in the year</td>
<td>3,652</td>
<td>(745,780)</td>
</tr>
<tr>
<td>(Less)/Add: net (losses)/gains arising on revaluation in the year</td>
<td>(433,018)</td>
<td>317,980</td>
</tr>
</tbody>
</table>

Total unrealised (losses)/gains at 31 December

|                | (41,249) | 388,117 |

Analysis of investment assets

<table>
<thead>
<tr>
<th></th>
<th>Fixed interest securities</th>
<th>Equities</th>
<th>Cash</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>£1,412,036</td>
<td>£4,800,969</td>
<td>£328,180</td>
<td>£6,541,185</td>
</tr>
<tr>
<td>2017</td>
<td>£1,427,084</td>
<td>£5,373,899</td>
<td>£145,063</td>
<td>£6,948,046</td>
</tr>
</tbody>
</table>

The underlying assets contained within the various funds invested in by the charity are recognised on a listed stock exchange.

17. Debtors

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Branch fees</td>
<td>£1,172,860</td>
<td>£747,789</td>
</tr>
<tr>
<td>Less: Provision for doubtful debts</td>
<td>(694,226)</td>
<td>(511,936)</td>
</tr>
<tr>
<td>Net branch fees</td>
<td>488,634</td>
<td>235,833</td>
</tr>
<tr>
<td>Staff advances</td>
<td>£2,460</td>
<td></td>
</tr>
<tr>
<td>Other debtors and prepayments</td>
<td>£83,085</td>
<td>£35,921</td>
</tr>
<tr>
<td>Totals</td>
<td>£574,179</td>
<td>£371,774</td>
</tr>
</tbody>
</table>

This primarily represents 2019 memberships received in 2018. They are treated as deferred income, and will be released as income in 2019 in line with the membership period.

18. Short term deposit investment

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coutts 90 Day Notice Accounts</td>
<td>£2,356,801</td>
<td>£2,351,173</td>
</tr>
</tbody>
</table>

Totals

|                | £2,356,801 | £2,351,173 |

19. Creditors: Amounts Falling Due Within One Year

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade creditors</td>
<td>£261,082</td>
<td>£282,807</td>
</tr>
<tr>
<td>General accruals</td>
<td>£285,472</td>
<td>£212,511</td>
</tr>
<tr>
<td>Conference fares accruals</td>
<td>£343,052</td>
<td>£30,004</td>
</tr>
<tr>
<td>Tax and social security</td>
<td>£14,582</td>
<td>£62,965</td>
</tr>
<tr>
<td>Deferred income</td>
<td>£62,965</td>
<td>£147,260</td>
</tr>
</tbody>
</table>

Totals

|                | £624,101 | £1,015,634 |

20. Deferred income

<table>
<thead>
<tr>
<th></th>
<th>At 1 Jan</th>
<th>Released to income</th>
<th>Deferred in the year</th>
<th>At 31 Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Branch fees - 2018</td>
<td>£147,260</td>
<td>(£147,260)</td>
<td>£62,965</td>
<td>£62,965</td>
</tr>
</tbody>
</table>

Totals for 2018

|                | £147,260 | (£147,260) | £62,965 | £62,965 |

At 1 Jan 2017

|                | £147,260 | (£147,260) | £62,965 | £62,965 |

Deferred in the year

|                | £62,965  | £147,260  | £62,965 | £147,260 |

At 31 Dec 2017

|                | £147,260 | (£147,260) | £62,965 | £147,260 |

Branch fees - 2017

|                | £86,971  | (£86,971) | £147,260 | £147,260 |

Totals for 2017

|                | £86,971  | (£86,971) | £147,260 | £147,260 |

This primarily represents 2019 memberships received in 2018. They are treated as deferred income, and will be released as income in 2019 in line with the membership period.
Notes to the financial statements for the year ending 31 December 2018 (continued)

21. Movement in funds

At 1 Jan At Income Expenditure (Losses)/ At 31 Dec 2018 2018 2018 2018

Unrestricted funds
General reserve 754,444 2,460,236 (2,211,602) 1,000,000 2,003,078
Contingency reserve 1,000,000 - - (1,000,000) -
Total unrestricted funds 1,754,444 2,460,236 (2,211,602) - 2,003,078

Restricted Funds
Westminster Foundation for Democracy - 23,878 - - -
Conference Assistance Fund (CAF) 3,063,989 86,975 (24,939) 1,422,267 4,548,272
Working Capital Fund (WCF) 4,226,647 108,931 (89,016) (1,795,303) 2,431,281
Total restricted funds 7,290,616 219,804 (137,833) (1,795,303) 6,999,531

Total funds 9,045,080 1,680,040 (1,349,455) (1,795,303) 9,002,631

At 1 Jan At Income Expenditure (Losses)/ At 31 Dec 2017 2017 2017 2018

Unrestricted funds
General reserve 1,183,109 2,415,174 (2,873,141) 29,302 754,444
Contingency reserve 1,000,000 - - - 1,000,000
Total unrestricted funds 2,183,109 2,415,174 (2,873,141) 29,302 1,754,444

Restricted Funds
Conference Assistance Fund (CAF) 2,916,123 61,378 (121,481) 207,971 3,063,989
Working Capital Fund (WCF) 3,899,974 89,357 (66,612) 303,928 4,226,647
Total restricted funds 6,816,097 150,735 (188,093) 511,899 7,290,636

Total funds 8,099,206 2,565,002 (1,061,236) 541,201 9,045,080

Unrestricted funds
• The general reserve represents the accumulated surplus which is available for spending on CPA’s objectives.

• The contingency reserve of £5m has been created to meet any unforeseen liabilities, is made up of two separate funds. The 1993 CPA General Assembly in Cyprus decided that a fund should be created to deal with unforeseen liabilities: a sudden increase in the cost of airfares to the annual conference, a need to find a new venue for a conference or other liabilities which arise due to circumstances which are beyond the control of the Association. The CPA Executive Committee decided in Singapore in May 1999 that the fund should be built up to a maximum level of £300,000 and that when this has been achieved, the interest earned on it should be applied to meet the CPA Headquarters Working Capital Fund (WCF). The object of the fund is to advance the charitable purposes of the Commonwealth Parliamentary Association as directed by the Trust Deed by applying the income or such parts of the capital as the Trustees may deem fit which are to provide financial aid and assistance to assist Branches to organise, constitute and hold plenary conferences and to assist Branches to facilitate the attendance of Regional Representatives (s) and delegates at plenary conferences. Expenditure is restricted to fulfilling these aims.

Restricted Funds
• Westminster Foundation for Democracy (WFD): The object of the fund is to work with Parliaments in Commonwealth Member States across Sub-Saharan Africa and Asia to improve representation of women, young people with disabilities and the LGBT+ community in the democratic process.

• Conference Assistance Fund (CAF): The object of the fund is to advance the charitable purposes of the Commonwealth Parliamentary Association as directed by the Trust Deed by applying the income or such parts of the capital as the Trustees may deem fit which are to provide financial aid and assistance to assist Branches to organise, constitute and hold plenary conferences and to assist Branches to facilitate the attendance of Regional Representatives (s) and delegates at plenary conferences. Expenditure is restricted to fulfilling these aims.

• Working Capital Fund (WCF): The object of the fund is to advance the charitable purposes of the Commonwealth Parliamentary Association as directed by the Trust Deed by applying the income or such parts of the capital as the Trustees may deem fit which are to provide financial aid to host Branches and Parliamentary officials to organise educational seminars in accordance with the objects of the Association on parliamentary practice and procedure. Expenditure is restricted to fulfilling these aims.

22. Analysis of net assets between funds

<table>
<thead>
<tr>
<th>Unrestricted Funds</th>
<th>Restricted Funds</th>
<th>Total Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>2018</td>
<td>2018</td>
</tr>
<tr>
<td>Tangible fixed assets</td>
<td>397</td>
<td>1,297</td>
</tr>
<tr>
<td>Fixed asset investment</td>
<td>6,541,185</td>
<td>6,948,046</td>
</tr>
<tr>
<td>Current assets</td>
<td>2,568,330</td>
<td>2,733,571</td>
</tr>
<tr>
<td>Current liabilities</td>
<td>(565,649)</td>
<td>(982,424)</td>
</tr>
<tr>
<td>Totals</td>
<td>2,003,078</td>
<td>7,290,636</td>
</tr>
</tbody>
</table>

23. Comparative Statement of Financial Activities

Year ending 31 December 2017

<table>
<thead>
<tr>
<th>Note</th>
<th>Unrestricted Funds</th>
<th>Restricted Funds</th>
<th>Total Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income from:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td>2</td>
<td>2,225</td>
<td>150,735</td>
</tr>
<tr>
<td>Charitable activities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Branch membership fees</td>
<td></td>
<td>2,401,900</td>
<td></td>
</tr>
<tr>
<td>Subscriptions for the Parliamentarian</td>
<td></td>
<td>4,793</td>
<td></td>
</tr>
<tr>
<td>Partnership income</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other income</td>
<td></td>
<td>6,260</td>
<td>6,260</td>
</tr>
<tr>
<td>Total income</td>
<td></td>
<td>2,415,174</td>
<td>150,735</td>
</tr>
<tr>
<td>Expenditure on:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Raising funds</td>
<td></td>
<td>47,270</td>
<td></td>
</tr>
<tr>
<td>Investment Management Costs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charitable activities</td>
<td></td>
<td>542,793</td>
<td>542,793</td>
</tr>
<tr>
<td>Publications &amp; Communications</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conferences</td>
<td></td>
<td>657,103</td>
<td>657,103</td>
</tr>
<tr>
<td>Seminars, Projects &amp;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commonwealth Development</td>
<td></td>
<td>1,534,920</td>
<td>1,534,920</td>
</tr>
<tr>
<td>Technical Assistance Programmes</td>
<td></td>
<td>271,055</td>
<td>271,055</td>
</tr>
<tr>
<td>Total expenditure</td>
<td></td>
<td>2,873,141</td>
<td>188,093</td>
</tr>
<tr>
<td>Net (expenditure) before gains on investments</td>
<td></td>
<td>(457,967)</td>
<td>(37,360)</td>
</tr>
<tr>
<td>Transfer between funds</td>
<td>21</td>
<td>29,302</td>
<td>(29,302)</td>
</tr>
<tr>
<td>Net gains on investments</td>
<td>16</td>
<td>541,201</td>
<td>541,201</td>
</tr>
<tr>
<td>Net movement in funds</td>
<td>(428,665)</td>
<td>474,539</td>
<td>43,874</td>
</tr>
<tr>
<td>Reconciliation of funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance brought forward on 1 January 2017</td>
<td>22</td>
<td>2,183,109</td>
<td>6,816,097</td>
</tr>
<tr>
<td>Balance carried forward on 31 December 2017</td>
<td>22</td>
<td>1,754,444</td>
<td>7,290,636</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>9,045,080</td>
</tr>
</tbody>
</table>
Appendix 2: Patrons, Officers, Executive Committee Members and Associated Organisations

Patron and Vice-Patron

**Patron**  
H.M. Queen Elizabeth II, Head of the Commonwealth

**Vice-Patron**  
His Excellency Yoweri K. Museveni, President of the Republic of Uganda, 2018 - 2019

Executive Committee Members (Officers of the Association)

The names of the Members serving on the CPA Executive Committee during the year (as at 31 December 2018) were as follows:

**Officers:**

**President Designate**  
Rt Hon. Rebecca Kadaga, MP, Speaker of the Parliament of the Republic of Uganda, 2018 - to date

**Vice-President**  
Vacant, 2018 - to date.

**Chairperson**  
Hon. Emilia Monjowa Lifaka, MP, Deputy Speaker of the Parliament of Cameroon, 2017 – to date

**Vice-Chairperson**  
Hon. Alexandra Mendès, MP, Parliament of Canada, 2017 – to date*
  Also Regional Representative for the CPA Canada Region, 2015 - to date*

**Treasurer**  
Mrs Vicki Dunne, MLA, Deputy Speaker of the Legislative Assembly of the Australian Capital Territory, 2016 – to date

**CWP Chairperson**  
Commonwealth Women Parliamentarians (CWP) Chairperson: Hon. Dr Noraini Ahmad, MP, Parliament of Malaysia, 2016 – to date

**CPA Small Branches Chairperson**  
Hon. Angelo Farrugia, MP, Speaker of the House of Representatives, Malta, 2016 – to date

Executive Committee Members (Regional Representatives)

**Africa Region**

- Hon. Senator Eno Emma Veryelle, MP, Cameroon, 2015 – to date*
- Hon. Bernard Songa Sibalatani, MP, Vice Chairperson of the National Council, Namibia, 2016 – to date
- Hon. Lazarous C. Chunga, MP, Zambia, 2016 – to date
- Hon. Dr Makali Mulu, MP, Kenya, 2017 – to date
- Rt Hon. Seraphine Enoch Motanyane, MP, Speaker of the National Assembly of Lesotho, 2017 – to date

**Asia Region**

- Hon. Imran Ahmad, MP, Parliament of Bangladesh, 2015 – to date*
- Hon. Dr Fehmida Mirza, MP, Pakistan, 2016 – to date
- Hon. Dr Lal Chand Ukkanni, MPA, Sindh, 2017 – to date

**Australia Region**

- Hon. Russell Paul Wortley, MLC, President of the Legislative Council of South Australia, 2015 – to date*
- Hon. John Ajaka, MLC, President of the Legislative Council, New South Wales, 2016 – to date
- Hon. Bruce Atkinson, MLC, President of the Legislative Council, Victoria, 2017 – to date

**British Islands and Mediterranean Region**

- Dr Roberta Blackman-Woods, MP, Parliament of the United Kingdom, 2015 – to date*
- Hon. Leona Roberts MLA, Falkland Islands, 2017 – to date

**Canada Region**

- Hon. Alexandra Mendès, MP, Parliament of Canada, 2015 – to date*
  Also Vice-Chairperson of the CPA Executive Committee
- Hon. Jackson Lafferty, MLA, Speaker of Legislative Assembly, North West Territories, 2016 – to date
- Hon. Kevin Murphy, MLA, Speaker of the House of Assembly, Nova Scotia, 2017 – to date

**Caribbean, Americas and the Atlantic Region**

- Hon. Anthony Michael Perkins, MP, Speaker of the National Assembly, St Kitts and Nevis, 2015 – to date*
- Hon. Terry Harrigan, MP, Speaker of the House of Assembly, Anguilla, 2016 – to date
- Hon. Bridgid Annisette-George, MP, Speaker of the House of Representatives Trinidad & Tobago, 2017 – to date

**India Region**

- Shri Feroze Varun Gandhi MP, Lok Sabha, India Union, 2015 – to date*
- Shri Premchand Aggarwal, MLA, Speaker of the Assembly of Uttarakhand (Member standing in for Jammu and Kashmir), 2016 – to date
- Shri Hitendra Goswami, MLA, Speaker of the Legislative Assembly of Assam, 2017 – to date

**Pacific Region**

- Mr Nafoitoa Talaimanu Keti, MP, Deputy Speaker of the Legislative Assembly, Samoa, 2015 – to date*
- Hon. Clayton Mitchell, MP, New Zealand, 2016 – to date
- Hon. Simon Pentanu, MP, Speaker of the House of Representatives, Bougainville, 2017 – to date

**South East Asia Region**

- Hon. Datuk Seri Dr Ronald Kiandee, MP, Deputy Speaker of the Legislative Assembly, Malaysia, 2015 - to date*
- Hon. Datuk Wira Haji Othman Mahamad, MP, Speaker, State Legislative Assembly of Malacca, 2016 – to date
- Hon. Mr Zainal Sapari, MP, Singapore, 2017 – to date

*Term extended to 2019 as no General Assembly held in 2018.
Former Members of the Executive Committee
(Regional Representatives) during 2018
The following includes those who served during the year, but their term had ended when the Annual Report was approved:

CPA Africa Region  Rt Hon. Umar Buba Jibril, MP, Deputy House Leader, National Assembly of Nigeria, 2015 – 2018

CPA Caribbean, Americas and the Atlantic Region  Hon. Leroy C. Rogers, MLA, Speaker of the House of Assembly, Anguilla, 2016 - 2018

CPA India Region  Shri Kavinder Gupta, MLA, Former Speaker of the Legislative Assembly, Jammu and Kashmir, 2016 - 2018

Trustees of CPA Trust Funds  As at 31 December 2018
Mrs Vicki Dunne, MLA  Mr Akbar Khan
Australian Capital Territory  Northern Ireland  CPA Secretary-General

CPA Senior Management Team  As at 31 December 2018
Mr Akbar Khan  Mr Jarvis Matiya  Mr Ian Grattidge
CPA Secretary-General  Director of Operations  Finance Director (part-time)

Professional Advisers
- External Auditors: Buzzacott LLP, 130 Wood Street, London, EC2V 6DL, United Kingdom: enquiries@buzzacott.co.uk
- Internal Auditors: Crowe Clark Whitehill LLP, St. Bride’s House, 10 Salisbury Square, London EC4Y 8EH, United Kingdom
- Bank: National Westminster Bank plc, 2nd Floor Argill House, 246 Regent Street, London, W1B 3BP, United Kingdom
- Investment Managers: Close Brothers Asset Management, 10 Exchange Square, Primrose Street, London, EC2AR 2BY, United Kingdom
- Legal Advisers: Bates Wells & Braithwaite London LLP, 10 Queen Street Place, London, EC4R 1BE, United Kingdom

Commonwealth Women Parliamentarians (CWP) Steering Committee
As at 31 December 2018

Australia Region
Ms Michelle O’Byrne, MP
Tasmania, 2016 – to date

Asia Region
Hon. Angela Thoko Didiza, MP
South Africa, 2016 – to date

Caribbean, Americas and Atlantic Region
Hon. Jeannine Giraudy-McIntyre, MP
President of the Senate, St Lucia
2018 – to date

Canada Region
Ms Laura Ross, MLA
Saskatchewan, 2017 – to date

Commonwealth Secretariat, Marlborough House Pall Mall, London SW1Y 5HX, United Kingdom
The Commonwealth Secretariat is the governmental wing of the Commonwealth and has 52 countries as its members. The CPA’s relationship with the Commonwealth Secretariat is informal. However, it is recognised that the CPA is the parliamentary wing of the Commonwealth and some CPA programmes are jointly implemented with the Commonwealth Secretariat. The Commonwealth Secretary-General or their representative usually attends the CPA Annual Conference and the CPA Secretary-General and/or the Officers of the Association participate in the Commonwealth Heads of Government Meeting (CHOGM).
http://thecommonwealth.org/

Inter-Parliamentary Union, 5 Chemin du Pommier, Case postale 330, CH-1218, Le Grand Saconnex, Geneva, Switzerland
The Inter-Parliamentary Union (IPU) deals with the national parliaments of all countries around the world. The Association’s relationship with the IPU is informal. However, many CPA members are also members of the IPU. http://www.ipu.org

The Commonwealth Parliamentary Association (CPA) works with a wide range of international partner organisations and the ‘Commonwealth Family’. Full details can be found at www.cpahq.org or from the CPA Headquarters Secretariat.
Appendix 3: Commonwealth Parliamentary Association (CPA) Branches

At 31 December 2018, the Commonwealth Parliamentary Association had over 180 CPA Branches. The CPA Branches were distributed across the CPA’s nine regions as follows:

AFRICA
- Botswana
- Cameroon
- Ghana
- Kenya
- Lesotho
- Malawi
- Mauritius
- Mozambique
- Namibia
- Nigeria - also CPA Branches in: Abia | Akwa
- Ibom | Adamawa | Anambra | Bauchi | Bayelsa | Benue |
- Borno | Cross River | Delta |
- Ebenyi | Edo | Ekiti | Enugu |
- Gombe | IMO | Ijaw |
- Kaduna | Kano | Katsina |
- Kebbi | Kogi | Kwarar | Lagos |
- Nasararar | Niger | Ogun |
- Onks | Osun | Oyo | Ondo |
- River State | Sokoto | Taraba | Yobe | Zamfara |
- Rwanda
- Seychelles
- Sierra Leone
- South Africa - CPA Branches in: Eastern Cape | Free State | Gauteng | KwaZulu Natal | Limpopo |
- Mpumalanga | North West | Northern Cape | Western Cape |
- Swaziland
- Tanzania - also CPA Branch in: Zanzibar |
- Uganda
- Zambia

ASIA
- Bangladesh
- Pakistan - CPA Branches in: Balochistan | Khyber Pakhtunkhwa | Punjab |
- Sindh |
- Sri Lanka
- Commonwealth of Australia Federal (from January 2019)
- Australian Capital Territory
- New South Wales
- Northern Territory
- Queensland
- South Australia
- Tasmania
- Victoria
- Western Australia
- Algeria
- Cyprus
- Falkland Islands
- Gibraltar
- Guernsey
- Isle of Man
- Jersey
- Malta
- Northern Ireland
- St Helena
- Scotland
- United Kingdom
- Wales
- Canada Federal
- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland & Labrador
- Northwest Territories
- Nova Scotia
- Nunavut
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Yukon
- Carribean, Americas and Atlantic
- Anguilla
- Antigua & Barbuda
- The Bahamas
- Barbados
- Belize
- Bermuda
- British Virgin Islands
- Cayman Islands
- Dominica
- Grenada
- Guyana
- Jamaica
- Montserrat
- St Christopher & Nevis - also CPA Branches in: Nevis Islands
- St Lucia
- St Vincent & the Grenadines
- Trinidad & Tobago
- Turks & Caicos Islands

CANADA
- Canada Federal
- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland & Labrador
- Northwest Territories
- Nova Scotia
- Nunavut
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Yukon

PACIFIC
- Cook Islands
- Fiji
- Kiribati
- Nauru
- New Zealand
- Niue
- Papua New Guinea
- also CPA Branch in: Bougainville
- Samoa
- Solomon Islands
- Tonga
- Tuvalu
- Vanuatu

SOUTH-EAST ASIA
- Malaysia - also CPA Branches in: Johor | Kedah Darulaman | Kelantan | Malacca |
- Negeri Sembilan | Pahang |
- Penang | Perlak | Perlis |
- Sabah | Sarawak |
- Singapore
- Brunei - also CPA Branch in: Brunei Darussalam
- Brunei Darussalam
- Chittagong
- Dhaka
- Delhi
- Ganges Delta
- India
- also CPA Branches in: Andhra Pradesh | Arunachal Pradesh |
- Assam | Bihar |
- Chhattisgarh | Delhi |
- Goa | Gujarat | Haryana |
- Himachal Pradesh | Jammu & Kashmir |
- Jharkhand | Karnataka |
- Kerala | Madhya Pradesh |
- Maharashtra | Manipur |
- Meghalaya | Mizoram |
- Nagaland | Odisha |
- Puducherry | Punjab |
- Rajasthan | Sikkim |
- Tamil Nadu | Telangana |
- Tripura | Uttar Pradesh |
- West Bengal

Asia Region: 7 Branches

South East Asia Region: 33 Branches

Africa Region: 24 Branches

Atlantic Region: 19 Branches

Américas and Caribbean, Western Atlantic Region: 13 Branches

British Islands and Mediterranean Region: 13 Branches

India Region: 9 Branches

Mediterranean Region: 13 Branches

Australia Region: 7 Branches

Pacific Region: 13 Branches

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London SW1A 0AA
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Email: hq.sec@cpahq.org
Website: www.cpahq.org
Members of the CPA Executive Committee in November 2018 at their meeting in London, UK.