MINUTES OF THE 6TH MEETING OF CPA SCOTLAND BRANCH EXECUTIVE COMMITTEE HELD ON WEDNESDAY 29 FEBRUARY 2012 AT 12.45PM IN ROOM Q1.04

Present: Patricia Ferguson (Chair)  
Tavish Scott MSP  
Sandra White MSP  
Margaret Neal (Secretary)

In attendance: Sally Coyne, Media Relations Officer  
Harvey Chigumula, National Assembly of Malawi  
Velia Manyonga, National Assembly of Malawi

1. Apologies
Apologies were received from Margaret Mitchell MSP.

The Chair asked the Secretary to send best wishes to Stephen Herbert on the birth of his son.

2. Minutes of the previous meeting held on 25 January 2012
The minutes of the previous meeting were agreed.

3. Matters arising from the minutes
There were no matters arising from the minutes

4. British Islands and Mediterranean Region Annual Conference, June 2012
Members were content with the arrangements to date and asked the Secretary to enquire about possible Speakers for the media session, as discussed, and report back at the next meeting on 28 March 2012.

5. Forward Programme of Activities/Financial Paper
The Secretary was asked to provisionally apply for one place at the Peace, Conflict and Re-generation Conference to be held in Belfast from 22-25 May 2012. The Branch Executive Committee agreed to take a final decision at the next meeting.
The Branch agreed that the pre-centenary logo should be re-instated pending a review by the CPA on the shelf-life of the centenary logo.

6. **Commonwealth Week 2012**

The BEC noted changes to the draft programme and discussed possible new opportunities to further develop the programme.

The Secretary was asked to ensure that a cross party group photograph of the Glasgow 2014 Sport Your Trainers (SYT) campaign was included in the Photographic Exhibition.

The Branch Executive Committee Members agreed to encourage Group Members to attend the Members’ Debate and related events on the 14th March.

The Secretary was asked to provide bullet points to Members of the BEC for possible inclusion in the debate.

7. **Engagement with Malawi**

The Malawian officials, who were undertaking an internship with the Scottish Parliament, discussed the benefits they anticipated arising as a result of their placement at the Scottish Parliament. These included:

- How committee clerks and researches work together to better support Members.
- How the Scottish Parliament engages with the Scottish Youth Parliament.
- Sharing information about how the National Assembly of Malawi engages with the newly established Malawian Youth Parliament.
- Developing understanding of the organisation of major events.

Both officials emphasised that the National Assembly of Malawi valued the unique and special relationship with the Scottish Parliament.

8. **CPA Draft Strategic Plan**

The BEC were content with the CPA Draft Strategic Plan. Members were pleased that importance had been attached to Gender and small branches. The BEC agreed to discuss the Plan with the CPA Chair during his visit at the end of March 2012.

9. **Any Other Business**

There was no other business.

10. **Dates of next meetings**

- Wednesday 28 March 2012: Room Q1.04 12.45pm
- Wednesday 25 April 2012: Room Q1.04 12.45pm
- Wednesday 30 May 2012: Room Q1.04 12.45pm
• Annual General Meeting – Wednesday 20 June 2012: Committee Room 2
  1.00pm

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