

THESE ARE DRAFT MINUTES. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF THE COMMUNICATIONS COMMITTEE OF PARTICIPATING PARTIES IN THE MULTI-PARTY NEGOTIATING PROCESS. THEY ARE SUBJECT TO RATIFICATION AT THE NEXT MEETING OF THE COMMUNICATIONS COMMITTEE.

DRAFT MINUTES OF THE MEETING OF THE COMMUNICATIONS COMMITTEE HELD ON 20 JULY AT 1400 AT THE WORLD TRADE CENTRE.

CHAIR: M. Shinnars

PRESENT: See Addendum A

MINUTES: O. Khoza (Administration)

1. Apologies

Apologies were noted from M.Kleynhans and Ms S. Vos.

2. Welcome and Attendance

The Chairperson welcomed the members of the Committee to the meeting. It was noted that out of twenty six participating parties only fourteen representatives were present.

3. Agenda

A proposed agenda was adopted. (See Addendum B)

Urgent Issues

The Committee noted that outstanding issues under item 6.2 (See Addendum C) were very urgent. The Committee requested that Dr T. Eloff be brought in to answer these queries.

4. Ratification of Minutes

The minutes of the previous meeting held on 1 July 1993 were ratified with the following amendment:

6.2.1.1 to read as follows:

" There was a need to reserve the allocation of seating to individuals or groups of the media representatives".

5. **Issues Arising**

5.1 **Claim Forms**

The Committee suggested that claim forms should be processed within 24 hours.

5.2 **Attendance**

The Committee noted that the attendance of committee members at meetings was still very poor. The Committee suggested that Administration should write a letter to the political parties suggesting that they appoint an alternate member in case the mandated member is not able to attend.

5.3 **Media Liaison Officer**

The Committee requested that the appointed Media Liaison Officer should be present in the meetings of the Communications Committee.

5.4 **Permanent Secretary for Communications Committee**

The Committee recommended that O.Khoza be appointed a permanent secretary for the Communications Committee. This is subject to discussion with Dr T Eloff.

5.5 The Committee suggested that the three Co-Chairpersons should be present in the Planning Committee meetings, whenever their recommendations are being discussed.

5.6 The Committee recommended that three extra telephones for the Negotiating Council delegates should be installed.

5.7 The Committee agreed that in the absence of a resignation letter from Mr P Coetzer, Mr Harrop of Ciskei Government be appointed as the third Chairperson.

6. **New Issues**

Publicity

6.1 The Committee noted that most people at grassroots were not aware of what is happening at the World Trade Centre. In order to create awareness to all people of South Africa the following suggestions were made:

- 6.1.1 Video
- 6.1.2 A booklet
- 6.1.3 Weekly Newsletter

7. **Date of next meeting**

The Committee agreed that they will meet once a week, every Wednesday at 10h00 at the World Trade Centre.

8. **Closure**

The meeting closed at 16h30.

ADDENDUM A

MEMBER

PARTY

D. Jackson

Bop Government

C. Harrop

Ciskei Government

M. Moriarty

Democratic Party

M.S. Setai

Dikankhwetla

T.C Memela

Kwazulu Government

S. Razak

Solidarity

L. Fourie

S.A Government

V.P. Makwarela

Venda Government

D. Khumalo

SACP

M. Shinnars

PAC

S.N. Bambo

UPF

BBR Shilubana

Ximoko Progressive Party

D. du Plessis

National Party

ADDENDUM B

A PROPOSED AGENDA FOR THE MEETING OF THE COMMUNICATIONS COMMITTEE HELD ON 20 JULY 1993 AT 14H00 AT THE WORLD TRADE CENTRE

1. Urgent Issues
2. Minutes of previous meeting
3. Issues Arising
4. New Issues
 - 4.1 Negotiating Council Telephones
 - 4.2 Nomination of a new Chairperson
5. General
6. Date of next meeting
7. Closure

Addendum C

6. Matters Arising

6.1 Absenteeism of members of the Committee

6.1.1 The Committee felt that it was high time the three Co-Chairpersons of the Committee took up the matter of absenteeism of members to the Planning Committee. It was noted that every time there was a meeting, out of the 26 participating parties half was present.

6.2. Outstanding Issues

6.2.1 It was noted that there were several issues outstanding which are to be resolved with the Planning Committee. In this regard the following points were raised:

6.2.1.1 The Committee noted that there was a need to extend the seating to individuals or groups of the media representatives.

6.2.1.2 The Committee noted that there were too many video cameras in the galleries during the session of the Negotiations Council.

6.2.1.3 The Committee noted that the issue of a permanent media conference room had not yet been resolved.

6.2.1.4 The Committee further noted that there was need for a permanent interviewing room.

6.2.1.5 The Committee noted that, it had not been formally notified on the appointment of the **Media Liaison Officer**, and further requested administration to clarify whether this was a permanent or a temporary position.

6.2.1.6 The Committee noted that most of the seats for the media representatives were being occupied by the members of the diplomatic corps in the Negotiating Council, and further requested the Planning Committee to look into this matter.

6.2.1.7 The Committee felt that the issue of documentation being made available to the media representatives timeously, before the meeting of the Negotiating Council and Negotiating Forum, should also be looked into, as a matter of urgency.