

THESE ARE DRAFT MINUTES, AS APPROVED BY THE CHAIRPERSON. THEY ARE CONFIDENTIAL AND RESTRICTED TO MEMBERS OF THE MANAGEMENT COMMITTEE, THE SECRETARIAT, THE WGSC'S AND THE GAC.

DRAFT MINUTES OF THE MEETING BETWEEN MEMBERS OF THE DAILY MANAGEMENT COMMITTEE, THE SECRETARIAT, WORKING GROUP STEERING COMMITTEE MEMBERS AND MEMBERS OF THE GENDER ADVISORY COMMITTEE HELD AT 12H30 ON 11 MAY 1992 AT THE WORLD TRADE CENTRE

- PRESENT:
- PJ Gordhan (Chairperson)
 - ZJ de Beer (DMC)
 - P Hendrickse (DMC)
 - FT Mdlalose (DMC)
 - RP Meyer (DMC)
 - SS Ripinga (DMC)
 - Z Titus (DMC)
 - J Zuma (DMC)

 - E Samuels (WGSC1)

 - T Delport (WGSC2)
 - MV Moosa (WGSC2)

 - PMH Maduna (WGSC3)
 - LL Mtsizana (WGSC3)

 - M Phosa (WGSC4)
 - S Sigcau (WGSC4)

 - LPHM Mtshali (WGSC5)
 - Z Skweyiya (WGSC5)

 - Z Kota-Mthimunye (GAC)
 - MY Manzini (GAC)

 - M Maharaj (Secretariat)

 - T Eloff (Secretary)
 - G Hutchings (Minutes)

APOLOGIES: M Webb (WGSC1)

1. Chairperson's opening remarks

The members were welcomed.

2. Apologies

The following apology was noted:

M Webb (WGSC1)

3. Adoption of the agenda

The agenda was adopted with the following amendments:

- * Item 5.5 should read "GAC report in relation to Working Groups"
- * An item 5.9 was added to read "Release of Draft Reports to Media".

4. Minutes of the meeting of 5 May 1992

The minutes were ratified with the following addition:

- * Apologies : P Hendrickse

5. CODESA 2

5.1 Administration:

A brief report was given by the Secretariat in respect of the following administrative preparations for Codesa 2:

- * Invitations
- * Seating arrangements : Still to be finalised by the DMC and MC.
- * SABC coverage of Codesa 2 : There will be live coverage of proceedings on both days in a number of channels.
- * Security : The Security sub-committee is to present a report to the MC meeting of 11 May 1992.
- * Support Staff : Each party/organisation/administration is entitled to 9 (nine) support staff, 1 of whom will be utilised as an "in-house" Protocol person and 2 who will be utilised as Runners.
- * Delegates : Each party/organisation/administration can station up to 5 delegates, at the expense of Codesa, in their offices from Wednesday 13 May 1992.
- * Travel
- * Catering
- * Documentation : The agenda and programme are still being considered by the DMC. This meeting is to offer some feedback in respect of Working Group reports and the GAC report.
- * Physical planning
- * Reception
- * Delegate packs will consist of the Standing Rules of Codesa, Declaration of Intent and the Addendum, the Agenda, the Programme, Reports from the Working Groups including the Terms of Reference and/or a Composite Report. In respect of the "way forward", this still has to be finalised and would either be part of the pack or

distributed at the plenary session of Codesa 2.

5.2 Format of report backs:

5.2.1 A composite report was agreed to.

5.2.2 The reports of Working Groups will be under the following headings:

- * Terms of Reference
- * Approach
- * Agreements
- * Outstanding Matters

5.3 Deadline:

The following deadlines for final reports from the Working Groups were agreed to:

Working Group 1	:	12h00 on Tuesday 12 May 1992
Working Group 2	:	12h00 on Wednesday 13 May 1992
Working Group 3	:	12h00 on Wednesday 13 May 1992
Working Group 4	:	12h00 on Tuesday 12 May 1992
Working Group 5	:	12h00 on Tuesday 12 May 1992

5.4 Way forward:

After discussion various suggestions emerged:

5.4.1 There should be a continuation of the process.

5.4.2 Committees may be formed as possible mechanisms in the restructuring of Codesa post Codesa 2. Some form of structure should be in place until the Transitional Executive Council comes into being.

5.4.3 Target dates for implementation of agreements emerging from Codesa 2.

5.4.4 The MC is to consider the structure of the WG's, guided by the WG Reports, post Codesa 2.

5.4.5 The DMC and MC remain in place, post Codesa 2, to ensure the implementation of decisions and agreements, to ensure that the outstanding work is completed and to attend to any tasks allocated by Codesa 2.

5.5 GAC report in relation to the Working Groups:

5.5.1 The GAC have requested a meeting with the MC to discuss their report and to decide how the GAC should be represented at Plenary.

5.5.2 It was noted that the final reports of the Working Groups are almost complete and it may be difficult to consider all the recommendations within the GAC report. Each Working Group was requested to attempt to incorporate, within their reports, any recommendation made by the GAC. The report may also be accommodated in the form of an Addendum to the Working Group reports.

- 5.5.3 The MC is still to consider applicable parts of the GAC report.
- 5.5.4 The GAC have requested that, in the event of their report not being adequately considered by the Working Groups, that they present their full report to the Plenary of Codesa 2 or as an Addendum to the Working Group reports.
- 5.4.5 It was noted that the GAC still has outstanding work to attend to post Codesa 2.
- 5.4.6 It was agreed to put this issue on hold until the next meeting of the DMC, the WGSC's and the GAC SC on Wednesday 13 May 1992 at 16h30 where outstanding matters would be attended to.
- 5.6 Panel for questions at Plenary:
- 5.6.1 It was noted that a panel consisting of two members of each of the WGSC's and the GAC SC would be present at the Plenary to answer any questions of clarification needed in respect of the Working Group reports and the composite report.
- 5.6.2 Two representatives of each WGSC were nominated by each WGSC, and in order to get a more balanced panel, the WGSC's mandated the DMC to nominate a third person from each WGSC to serve on the panel. It was noted that WG 4 had submitted a name in this regard and this was accepted.
- 5.6.3 Once the function of the panel is complete, representatives who form part of delegations would return to the delegations, representatives who are not part of delegations would remain part of the support staff in Codesa.
- 5.7 Suggested guidelines re Plenary discussion at Codesa 2:
- The DMC is exploring mechanisms to facilitate discussions. Suggestions that have emerged are:
- * Time limitations for each participant addressing the Plenary but at the same time allowing for flexibility through the Chairpersons if extra time is needed to complete a point.
 - * A framework does need to be established but it should not be rigid.
- 5.8 Preparation of a composite report:
- The composite report will be drafted under DMC guidance. A meeting will be held in this regard with 1 member of each WGSC at 12h30 on Tuesday 12 May 1992. WGSC's are to indicate who will be representing the WGSC at this meeting.
- 5.9 Release of Draft Working Group Reports to the Media:
- It was agreed that the DMC release the final draft reports to the media.

6. Drafting Procedure

- 6.1 It was noted that Z Titus, on behalf of the DMC, had formulated a document regarding

drafting and had distributed this document to the WG 5 meeting of 11 May 1992. Z Titus attended this meeting for purposes of clarification.

- 6.2 A further meeting between WGSC 5 and the DMC is suggested.
- 6.3 After Z Titus had made the necessary explanations and WG 5 had discussed the document, it was noted that the DMC and WG 5 need to fully consider the following:
 - 6.3.1 The mechanism whereby the drafting committee interacts with Codesa structures as well as Governments/Administrations.
 - 6.3.2 The mechanism whereby the drafting committee interacts with the Governments and Administrations of the self governing territories that are not represented within Codesa.
- 6.4 It was noted that there is no document setting out procedure. This still had to be decided on between the DMC and WG 5.

7. **Future meetings**

The next meeting between the DMC, the WGSC's and the GAC SC will be held on Wednesday 13 May 1992 at 16h30 to 18h00.