



DAILYMAN\MINUTES\FEB6.DM (2)

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(ADOPTED AT THE DMC MEETING OF 17 FEBRUARY 1992)

MINUTES OF THE DAILY MANAGEMENT COMMITTEE MEETING HELD ON THURSDAY 6 FEBRUARY 1992 AT THE WORLD TRADE CENTRE

PRESENT:

- ZJ de Beer
- PJ Gordhan (chair)
- FT Mdlalose
- R Meyer
- SS Ripinga
- Z Titus
- J Zuma

- M Maharaj (Secretariat)
- SS van der Merwe (Secretariat)

- T Eloff (Secretary)
- P Saxby (minutes)

APOLOGIES P Hendrickse

1. **Chairperson's opening remarks**
The Chairperson welcomed DMC members.

2. **Adoption of agenda**

The agenda was adopted, subject to the following amendments:

2.1 That a review of the proceedings of the meetings of the Working Groups should be included as Item 4 on the agenda.

2.1.1 That procedure regarding presentations to Working Group meetings should be included under this item.

2.2 That matters pertaining to the Media Subcommittee should be addressed as a separate item on the agenda.

3. **Meeting with WGSC5**

It was agreed that:

3.1 The meeting should follow the format recommended in the document 'Issues for Discussion at the Meeting between the DMC and WGSC5 (Addendum A).

3.2 The MC, and the DMC as its executive body, have been charged to supervise and to co-ordinate Working Group activities by Codesa 1.

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- 3.3 That the DMC suggestion that a distinction be made between process/procedure and content is useful in delineating the respective roles of the DMC and WGSC5.
- 3.4 With Items 3.2 and 3.3 above in mind, and regarding Item 1.1.4 b of the Terms of Reference of WG5, issues pertaining to **administrative** process and procedure should be addressed by the DMC and issues pertaining to **political process** and content should remain the responsibility of WG5.
- 3.5 WG5 should take an appropriate decision formalising Item 3.4 above, noting the opening sentence of Item 1.1.4 of its Terms of Reference.
- 3.6 The Secretariat should investigate appropriate communication mechanisms between the two bodies, and between WG5 and the other Working Groups, with regard to the circulation of minutes and the dissemination of information emerging from the Working Groups.
- 3.7 With this in mind, the Secretariat should meet with two members of each of the Working Groups, and it should report back to the DMC on this matter at the next DMC meeting.
- 3.8 Regarding Item 1.1.1 of the Terms of Reference of WG5, the mechanisms detailed above should be utilised to address any difficulties arising.
- 3.9 A sub-meeting between the Secretariat and members of WGSC5 should delineate specific responsibilities as contained in the Terms of Reference of WG5 on the basis of the mechanisms detailed above.
- 3.10 Regarding Item 1.1.4 of the Terms of Reference of WG5:
- * 1.1.4 'a' should be the responsibility of WG5.
 - * 1.1.4 'b' should be the responsibility of the DMC, and WG5 should take an appropriate decision to formalise this.
 - * 1.1.4 'c' should be the responsibility of WG5.
 - * 1.1.4 'e' should be the responsibility of the Secretariat.

It was noted that these decisions are subject to review as and when appropriate.

- 3.11 Regarding the role of the Group Secretary, he/she should, if called upon to do so by the chairperson, provide information to the Working Group as requested. However, his/her function is essentially administrative. It was noted that the appearance of this item on the agenda was precipitated by poor communication mechanisms between the DMC and WGSC5 concerning adequate preparation of the chairperson of WGSC prior to its first meeting.
- 3.12 Regarding the role of the Secretariat, it was noted that this is the executive arm of the DMC and a mechanism for co-ordinating the activities of CODESA with this in mind.
- 3.13 All decisions detailed under Item 3 above should be communicated to the DMC and WGSC5.

- 3.14 Regarding the communication of decisions recorded in the minutes, as outlined in Item 3.6 above:
- 3.14.1 Minutes should be approved by the chairperson concerned before the decisions recorded therein are circulated.
 - 3.14.2 Specific decisions of the DMC in respect of the WGSCs may be recorded in separate minutes and approved by the chairperson for immediate circulation, noting that such decisions should be ratified as part of the overall minutes of the meeting in question at its next session.
 - 3.14.3 All DMC decisions concerning WG5 should be communicated in document form to WGSC5.
4. **Report-back on proceedings of Working Group sessions**
- 4.1 It was agreed that:
- 4.1.1 The procedure for the presentation of submissions at Working Group meetings should be determined by the Working Group and its chairperson.
 - 4.1.2 Regarding the media statement to be released following the DMC meeting:
 - 4.1.2.1 WG1 unanimously requested that an appropriate reference to the current wave of violence should be made, noting the role of the NPC in addressing this.
 - 4.1.2.2 Working Group 2 has decided that 'the principle of the issue of the self-determination of the people and its application and practical implementation in the South African situation' should be included as part of its Terms of Reference.
 - 4.1.2.3 The Secretariat in liaison with the chairpersons of the Working Groups should formulate the media statement accordingly.
 - 4.1.3 Mechanisms for Working Group reports to the next full plenary of CODESA should be addressed by the MC, noting the need for balance among the rapporteurs.
 - 4.1.4 Regarding rapporteurs:
 - 4.1.4.1 These should be appointed from amongst Working Group delegates or advisers. The participating organisations concerned may call in substitutes for the persons in question.
 - 4.1.4.2 The Secretariat should formulate and circulate guidelines on the tasks of the rapporteurs, recommending that the number of rapporteurs does not exceed two per Working

Group and noting the decision referred to in Item 4.1.4.1 above.

4.2 It was noted that:

4.2.1 There is a need to regulate the circulation of submissions to the Working Groups via WGSCs.

4.2.2 The interpretation of the Standing Rules may need to be addressed.

5. **Ratification of the minutes of the previous meeting**

5.1 Item 1.4.1 should refer to "Items 1.3.1 and 1.3.2 above".

5.2 Regarding Item 1.6, it was noted that the report was made as requested.

5.3 Regarding Item 3.1.1, and noting that the actual recordings of proceedings are inconclusive, it was agreed that the DMC should recommend that:

5.3.1 DMC members should be allowed to serve on WGSCs but should not act as WGSC chairpersons. Strong views to the contrary should be addressed to the DMC. It was noted that this recommendation should not necessarily affect the existing composition of WGSCs.

5.3.2 DMC members may attend WGSC meetings at the request either of the DMC or of the WGSC concerned.

5.4 Item 3.1.2 should read "V Ntsubane".

5.5 It was noted, as a point of clarity, that any number out of the five security representatives per participating organisation may be called upon during the course of the CODESA process, but that two representatives per organisation is the general rule at present.

5.6 Item 3.4.1 should read "3.1.4.1".

5.7 Regarding Item 4.2.1, it was noted that facilities have been provided, and that the Secretariat will investigate improvements to these as suggested by the media themselves.

The minutes were adopted as amended.

6. **Report from Subcommittee on the Zulu King and Other Traditional Leaders**

It was agreed that this issue should form the basis of a report by the convenor of the Subcommittee to the MC at its next meeting.

7. **Submissions by Interest Groups**

7.1 **Press conference on 10 February 1992**

It was agreed that:

- 7.1.1 This should take place at the World Trade Centre.
- 7.1.2 Mr PJ Gordhan should preside at the conference in his capacity as chairperson of the MC and DMC.
- 7.1.3 CODESA should be represented at the conference by a panel comprising MC members or appropriate alternates, noting the need for representatives with whom the general public can readily identify.
- 7.1.4 Notices, venue, facilities and other related matters should be the responsibility of the CODESA administration, assisted by the Media Subcommittee where necessary.

7.2 Letters to editors

The meeting was advised that these have been dispatched in accordance with the decision taken at the previous DMC meeting. A concern that the letter should have been embargoed until after the media conference was noted.

7.3 Advertisements for submissions to WGs

This matter was deferred until a later meeting.

7.4 Media statements on behalf of WGs

It was agreed that:

- 7.4.1 The mechanism currently employed should be continued.
- 7.4.2 In the event of the DMC not meeting after the WGs and therefore not being available to formulate a media statement, the Secretariat should meet with the chairpersons of each Working Group (either individually or collectively) to draft an appropriate statement.
- 7.4.3 The issue raised under Item 2.2 above should be deferred until the next meeting.

8. Applications for participation in CODESA

8.1 Questionnaire

It was noted that this has been dispatched.

8.2 Survey of press reports

It was noted that Stock Press has been commissioned to supply the necessary material, which will be analysed in due course.

8.3 Updated list of applicants

This was noted.

9. **Financial assistance for participants**

It was agreed that:

- 9.1 The Secretariat should investigate the proposals contained in the recommendations of Task Group 3 dated Monday 9 December 1991 and amended as follows (as recorded at the meeting of the Steering Committee held on Tuesday 10 December 1991):
 - 9.1.1 "Each delegation should be entitled to an equal basis budget fixed by the Steering Committee to cover costs incurred in preparation for and attendance of Working Group meetings".
 - 9.1.2 "Special requests by delegations for funding to cover particular research needs should be addressed by the Steering Committee, which should set limits to such payments".
- 9.2 Members of the DMC should make submissions to the Secretariat with this in mind.
- 9.3 The Secretariat should brief the MC on this issue at its next meeting.
- 9.4 Inordinate expenses should be avoided until a final decision has been reached.

10. **Future chairpersonship of DMC/MC meetings**

Noting the need for efficient and impartial chairpersonship of these meetings, it was agreed that:

- 10.1 Mr PJ Gordhan and Dr Z de Beer should be appointed as ongoing chairpersons on a rotating basis.
- 10.2 Mr PJ Gordhan should chair all MC and DMC meetings until CODESA 2.
- 10.3 Dr Z de Beer should chair MC and DMC meetings thereafter, for whatever period of time deemed appropriate.
- 10.4 The decisions detailed above should be publicised at the press conference on Monday 10 February 1992.

11. **Draft agenda for MC meeting of 10 February 1992**

- 11.1 This was approved, subject to the following provisos:
 - 11.1.1 That the agenda should include a report on the meeting between the DMC and WGSC5.
 - 11.1.2 That delegates are reminded of the '1+1' principle during the course of the chairperson's opening remarks.
 - 11.1.3 That the DMC report should be formulated jointly by the Secretariat and Mr PJ Gordhan, and presented by Mr PJ Gordhan.

- 11.2 Noting the need for the timeous circulation of the agenda to MC members and difficulties experienced in this regard, it was agreed that the CODESA administration should ensure that the addresses and fax numbers for all heads of delegations are correct.

12. **Correspondence and any other business**

- 12.1 Regarding the letter from the Metropolitan Chamber, it was agreed that:

12.1.1 The Chamber should be referred to the Terms of Reference of the Working Groups and invited to make submissions accordingly.

12.1.2 The Chamber should be reminded that it is free to brief organisations participating in CODESA should it so wish. An appropriate list of heads of delegations should be made available to the Chamber with this in mind.

12.1.3 The Chamber should feel free to discuss this matter with the Secretariat.

13. **Date of next meeting**

The next meeting of the DMC will take place on Monday 17 February at 17h00 at the World Trade Centre.

14. The meeting closed.