



PS/No.10 ←
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SENIOR OFFICIALS MEETING 15 OCTOBER 1985

1. I attended the Senior Officials' Meeting at 1430 hours Tuesday 15 October which considered the Commonwealth Secretary-General's proposals for the order of the Agenda.
2. The items discussed were:
 - a. Conference Arrangements
 - b. The Opening Session
 - c. Agenda
 - d. Timetable
 - e. Committee of the Whole and Communiqué
3. The Meeting endorsed the Secretary-General's proposals for:
 - a. Morning sessions 0930 - 1300
Afternoon sessions 1500 - 1800
with refreshment breaks of 15 - 20 minutes during the morning and afternoon sessions.
 - b. Allocated seating arrangements for the opening ceremony (delegations to decide on attendance within their own allocation). Closed circuit TV viewing in the Cable Beach Hotel for those unable to be accommodated at the ceremony. Prime Ministers Mulroney, Gandhi, Mugabe, Mahathir and Hawke to reply to Sir Lynden Pindling's address of welcome.
 - c. The Agenda to follow the pattern of the Commonwealth Senior Official's Annotated Agenda letter to Heads of Government dated 4 September 1985.
 - d. Timetable as at Annex



- e. Committee of the Whole to commence work at 3 p.m. on Thursday 17 October to consider Agenda Items relating to functional co-operation and reporting back to Heads of Government when they return from the Retreat to allow for discussions on Monday 21 October. Work on the Communiqué to commence on Friday afternoon 18 October with senior officials dividing into two groups to consider Political and Economic topics separately. Economic material to be updated by the Secretariat to take account of recent economic/finance meetings particularly the Commonwealth Finance Ministers' meeting in the Maldives.
4. All these proposals were accepted by the senior officials without dissent. There was one intervention by the Malaysian representative who sought an assurance that drug abuse would be discussed. The Commonwealth Secretary General confirmed that Heads of Government would be free within the parameters of the Annotated Agenda to raise any topic in the executive sessions including drugs and terrorism.
5. Under other business, it was agreed that traditional arrangements would be followed when considering petitions:
- to the Commonwealth Secretary-General
 - to collective Heads of Governments
 - to individual Heads of Governments
 - from multilateral bodies and
 - from what Mr. Ramphal described as the lunatic fringe.
6. It had been decided that arrangements for the official photograph to be taken on stage at the opening ceremony would not be entirely satisfactory and some thought was now being given to a separate photograph at the end of the morning session on Thursday or Friday.
7. A full report of the Senior Officials Meeting will be made available by the Commonwealth Secretariat under their reference HGM (85) (3).

B. S. J. hand
for

J. Johnson
AUSS
Foreign and Commonwealth
Office

16 October 1985



cc: Sir A Acland
Sir R Armstrong
Sir C Tickell
Mr J R Johnson
Mr D F B le Breton

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ANNEX

PROPOSED TIMETABLE

<u>Date</u>	<u>Session</u>	<u>Time</u>	<u>Agenda Item</u>	<u>Subject</u>
Wednesday 16 October	1	1530	-	Opening Session
Thursday 17 October	2	0930	2	Order of Agenda and Style and Format
			3(a)	World Political Scene: Global Trends and Prospects
	3	1500	3(a)	World Political Scene: Global Trends and Prospects (cont'd)
		1630	3(b)	World Political Scene: Southern Africa
Friday 18 October	4	0930	3(b)	World Political Scene: Southern Africa (cont'd)
	5	1500	4	World Economic Issues
Saturday 19 October				RETREAT
Sunday 20 October				
Monday 21 October	6	0930	-	[If necessary, formal conclusion in Executive Session of matters discussed during the Retreat]
			4	World Economic Issues (cont'd)
			3(c)	World Political Scene: Small States

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<u>Date</u>	<u>Session</u>	<u>Time</u>	<u>Agenda Item</u>	<u>Subject</u>
	7	1500	5	Commonwealth Functional Co-operation: (a) CFTC (b)-(h) Report of the Committee of the Whole on matters remitted
Tuesday 22 October	8	0930	6	Report of the Committee of the Whole (cont'd)
			7	Other Business
			8	Final Communique