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# 10 DOWNING STREET

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|--|----------------------------|---------------------|
| FILE TITLE:<br>Procedure                                 |                            | SERIES<br>ELECTIONS |
|  |                            | PART:<br>1          |
| PART BEGINS:<br><del>2 February 1983</del><br>January 86 | PART ENDS:<br>October 1986 | CAB ONE:            |

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## Cabinet / Cabinet Committee Documents

[illegible]

The documents listed above, which were enclosed on this file, have been removed and destroyed. Such documents are the responsibility of the Cabinet Office. When released they are available in the appropriate CAB (CABINET OFFICE) CLASSES

Signed J. Gray

Date 16/3/2015

**PREM Records Team**



## Published Papers

The following published paper(s) enclosed on this file have been removed and destroyed. Copies may be found elsewhere in The National Archives.

Shap Calendar of Religious Festivals: July 1986–December 1987. Published by Commission for Racial Equality, Elliot House, 10-12 Allington Street, London SW1E 5EH.  
ISBN 0 907920 65 9

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Signed

*J. Gray*

Date

*16/3/2015*

**PREM Records Team**



10 DOWNING STREET

*From the Principal Private Secretary*

21 October 1986

PROCEDURE FOR GENERAL ELECTIONS

Apologies for not responding before now to your letters of 23 September and 7 October on Procedure for General Elections. I agree with all your amendments. But I have not yet circulated revised sheets because we are in the process here of transcribing the whole of Procedure for General Elections on to discs in our word processing system. The typing and checking required will take a little time, which I think we have.

N.L. Wicks

Sir George Engle, KCB, QC.

BM



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N L Wicks Esq CBE  
10 Downing Street  
London SW1

7 October 1986

Dear Nigel,

PROCEEDINGS LEADING UP TO A GENERAL ELECTION

John Sainty has now written to say that he and Kenneth Bradshaw agree with the legal position as set out in my new paragraph 4, and have no comments to make. I therefore enclose a fully up-dated text of the note for inclusion as an annex to Procedure for General Elections. I leave it to you to insert a suitable reference to it in section 1. It might be helpful to add a reference to paragraph 4 of the note at the end of the new paragraph 11 which I sent you on 23 September.

2. You will no doubt wish to amplify the index to PGE so as to cover the note. I suggest the following entries (in which Z stands for the letter assigned to the annex containing the note):-

- ✓ Summer adjournment; general election in: ANNEX Z, para 1.
- ✓ Prorogation; instead of adjournment if general election is to follow summer or Christmas break: ANNEX Z, paras 2-3 (law about: ANNEX Z, para 6).
- ✓ Dissolution; on a future date: 11, ANNEX Z, para 4.
- ✓ Opening of Parliament; [in entry "deferment of date: 41", add ", ANNEX Z, para 5]
- ✓ Proclamation; to bring forward meeting of Parliament when both Houses are adjourned: ANNEX Z, para 7.

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3. In view of the amendments suggested in the list which I sent you on 23 September, I suggest the following amendments of the index.

- ✓ (a) In the entry "Dissolution", for "date: 3-5" read "date of proclamation: 3-5".
- ✓ (b) In the first line of the entry "Parliamentary Counsel", for "dissolution date" read "date of dissolution proclamation".

And if my suggested renumbering of paras 8-11 is adopted, the references to those paragraphs in the entries on Crown Office, Election Campaign, General Election 1974, Recall of Parliament, Whips and Writs will need altering.

Yours ever

George

GEORGE ENGLE

Enc.

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12/63

77a etc.

Amend G.

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PROCEEDINGS LEADING UP TO A GENERAL ELECTION

1. A general election in the summer adjournment.
2. Prorogation instead of adjournment.
3. Disposal of further business before a general election.
4. Dissolution of existing Parliament on a future date (i.e. on a date later than that of the proclamation summoning a new Parliament).
5. Postponement of meeting of new Parliament.
6. The law about prorogation.
7. The Meeting of Parliament Act 1799.

## PROCEEDINGS LEADING UP TO A GENERAL ELECTION

### A general election in the summer adjournment

1. It is possible that there might be a general election in the summer when Parliament is not sitting. There are recent precedents for dissolving Parliament when not sitting (and not prorogued) - the dissolutions of September 1964, September 1974 and May 1983.

### Prorogation instead of adjournment

2. If the Government have decided on a general election round about the end of the summer break, or perhaps the Christmas break, without recalling Parliament, and wish to keep the exact date open, there may be a case for proroguing, rather than adjourning, in July or, as the case may be, December. Prorogation, of course, terminates the Session, and so a decision to prorogue may virtually commit the Government to a general election, but it has the advantage that the length of the recess is entirely in their hands. Proclamations can be issued under the Prorogation Act 1867 (c.81) from time to time to postpone, or further postpone, the time fixed by the prorogation for the meeting of Parliament, and Parliament can be dissolved at any time during the recess (or of course later). By contrast, the date to which either House is adjourned is a matter for the House (and something which the Government may not be able to dictate) and there is no way of postponing the date for either House to meet.

### Disposal of further business before general election

3. Neither adjournment nor prorogation in the circumstances discussed above would prevent further business being transacted before the general election, although of course prorogation will have terminated the previous Session. If the Houses have been adjourned, there is power to



accelerate their meeting under Commons S.O. No.143 and Lords S.O. No.14 and there is also power by proclamation to accelerate their meeting, subject to certain time limits, under the Meeting of Parliament Act 1799. The Standing Orders require the Speaker and the Lord Chancellor to be satisfied that recall is in the public interest, and there may be circumstances where this cannot be taken for granted.

If Parliament has been prorogued there is power to bring forward the date of meeting by proclamation under section 1 of the Meeting of Parliament Act 1797 (c.127).

These powers would allow, for instance, unexpected proceedings under the Emergency Powers Act 1920 to be disposed of prior to the election. In these circumstances Parliament would, after the business had been disposed of, be adjourned and subsequently dissolved, it being no longer the practice to prorogue in cases where dissolution is intended shortly.

4. Dissolution of existing Parliament on a future date (i.e. on a date later than that of the proclamation summoning a new Parliament)

The dissolution of an existing Parliament and the summoning of a new one are effected by a single proclamation, which is normally worded ("We ... do hereby dissolve the said Parliament") so as to effect the dissolution at the moment when the proclamation is issued by being passed under the Great Seal. But the proclamation can, if desired, dissolve the existing Parliament on a future date. (In 1986, in response to an enquiry by the Clerk of the Crown in Chancery, the Law Officers confirmed that this is so, and advised that a new Parliament may be summoned, and the writs for it may issue, at a time when the existing Parliament is still in being.)

Since the time-table in the parliamentary elections rules in Part I of Schedule 1 to the Representation of the People Act 1983 runs from the date of the proclamation and not from the date of the dissolution (see the first and third entries in the time-table in paragraph 1), it is possible to dissolve the existing Parliament on a future date without affecting the date of polling day. There are two situations in which advantage could be taken of this possibility; but since keeping the old Parliament in being during the period of the election campaign means that Members seeking re-election will be campaigning as sitting Members, it seems unlikely that the Prime Minister would wish to bring about such a situation otherwise than with the agreement of all parties. The two situations are-

(A) Where extra time is needed for the conclusion of Parliamentary business.

In 1983, the choice of Thursday 9 June as polling day meant that the proclamation had to be issued on Friday 13 May. The announcement that Parliament would be dissolved on that date was made on Monday 9 May, leaving only the remaining 4 days of that week for the conclusion of outstanding Parliamentary business. Had it been agreed to prolong the life of the old Parliament by a few more days for that purpose, this could have been achieved by dissolving it from, say, midnight on Wednesday 18 May.

(B) Where in exceptional circumstances it is desired, in the first part of the election campaign, to be able to recall the old Parliament.

If the proclamation dissolves Parliament from a future date, Parliament can meet in the interval between the issue of the proclamation and the moment of dissolution. If, where this is done, Parliament has been prorogued to a date after the dissolution, the date of meeting can be accelerated under section 1 of this Meeting of Parliament Act 1797; and if it has not been prorogued, the two Houses could be recalled under their Standing Orders (assuming - see paragraph 3 above - that the public interest requires this).



#### Postponement of meeting of new Parliament

5. When Parliament sat less frequently than it does now, the date of meeting of a new Parliament was sometimes postponed by prorogation, notably on occasions when the election ended before the usual time for Parliament to meet. There is power to prorogue for this purpose in the Prorogation Act 1867, but the date to which the meeting is postponed must be more than fourteen days after the date of the proclamation. It is unlikely that the power would be needed today just to prolong the summer break, or some other break in parliamentary business, but it is possible that the power would be useful in case the election did not produce a clear majority. In such a case it cannot be assumed that each House will agree with the Government on a suitable adjournment and, because of the time limit of fourteen days, any decision to prorogue may have to be taken quickly.

The Prorogation Act 1867 did not supersede the earlier power of proroguing in the same circumstances by writ, but this procedure is now moribund and would probably be difficult to resuscitate. The difference is that the earlier power to prorogue by writ was not subject to any time limit.

#### The law about prorogation

6. The law about prorogation is not easy. The familiar procedure is prorogation by Royal Commission to terminate a Session and fix a meeting of Parliament to begin a new Session. Until recently, by convention, if not by law, a Parliament was prorogued before being dissolved; but the practice is now to dissolve when both Houses are adjourned, as happened in 1964, in September 1974 and in 1983 - unless, of course, prorogation has already occurred.

It is very doubtful whether Parliament can be prorogued when both Houses, or either, are adjourned.

Once the date for the meeting of Parliament at the beginning of a new Session has been fixed by prorogation, the date can be brought forward, or postponed on one or more occasions, by proclamation. It can be brought forward under section 1 of the Meeting of Parliament Act 1797 (c.127) as amended by section 34 of the Parliament (Elections and Meeting) Act 1943 (c.48) to any day after the date of the proclamation. It can be postponed under the Prorogation Act 1867 (c.81) to any date more than fourteen days after the date of the proclamation, and the postponement can be repeated subject to the same time limit.

The Acts of 1797 and 1867 have given rise to doubts. The Act of 1797 has been thought to authorise postponement, as well as acceleration, but this is almost certainly wrong. And it does not authorise acceleration of the meeting of either House where both or either Houses are adjourned.

The Act of 1867 does not apply so as to authorise the termination of a Session by proclamation (whether Parliament is sitting or adjourned); and this is borne out both by the terms of section 1 and by section 2 which perhaps adds nothing to section 1. It is possible to read section 1 as making the time limit of fourteen days run not from the date of proclamation but from the previous date fixed for the meeting of Parliament, but this construction is almost certainly wrong. In 1878 the time limit was overlooked, though the error was not observed at the time.



As noted above, the Act of 1867 also authorises a proclamation to postpone the date of meeting of a new Parliament fixed by the proclamation dissolving the previous Parliament.

The Meeting of Parliament Act 1799

7. This Act (1799 c.14) as amended by section 2 of the Meeting of Parliament Act 1870 (c.81) authorises a proclamation bringing forward the date of meeting of Parliament when both Houses are adjourned. The power is subject to two time limits. First there must be fourteen days between the date of the proclamation and the dates to which each House stands adjourned. Secondly, the new date of meeting must be not less than six days from the date of proclamation. (Note that the text of section 1 of the 1799 Act as currently published in Statutes in Force wrongly shows the second time limit as fourteen days instead of six. The text in vol.24 of Halsbury's Statutes, 3rd ed, is correct.)

There is no power, by Act or otherwise, to prolong an adjournment.

G.E.

PARLIAMENTARY COUNSEL OFFICE

October 1986





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NW,

Balmoral Dates:—

1985 — 7/8 September

1986 — 6/7 September

S:4  
26/9





PRIME MINISTER

ELECTION DIARY

Here is my first draft of an Election timetable, assuming an Election to be in April, May, June, September or October 1987.

I will progressively refine it as more information becomes available. But it gives a good idea of the main dates.

Some comments:

1. The length of time between Dissolution and Polling Day is governed by statute (normally 23 days but more if Bank Holidays are involved) while the length of time between the date of announcement and Dissolution is governed mainly by convention and convenience. In the five General Elections in 1964, 1966, 1970, 1979 and 1983 the announcement was made exactly one calendar month before Polling Day. The announcement days in the Diary assume this one month interval although a different time period could, within practical and political limits, be chosen.
2. The dates for the publication of economic statistics are, in most cases, guesses since firm times have not yet been decided.
3. I have assumed that Election Day will be a Thursday.
4. I will find out from David Wolfson, who provided the dates, the significance of some of the Jewish holidays, particularly those in October (some of which fall awkwardly, eg October 8th).

Is there any other information which you think we need  
to include in the Diary?

N L W

26 September 1986

SUN 29 March

Mon 30 March

( ANNOUNCEMENT OF ELECTION ON 30 APRIL

Tues 31 March

( ~~Final~~ money figures

Wed 1 April

THURS 2 April

( PROCLAMATION <sup>THIS DAY 1 PM</sup> DATE FOR ELECTION ON 30 APRIL

Fri 3 April

( AN ELECTION DAY (PROCLAMATION ON 9 MARCH)

SAT 4 April

SUN 5 April

Mon 6 April

*IMF Spring Meeting Begins; Final  
Detail files*

Tues 7 April

ANNOUNCEMENT OF ELECTION ON 7 MAY

Wed 8 April

PROCLAMATION <sup>THIS DAY 1 PM</sup> DATE FOR ELECTION ON 7 MAY

THURS 9 April

AN ELECTION DAY (PROCLAMATION ON 16 MARCH)

Fri 10 April

*RPI*  
Inflation figures ✓

SAT 11 April

SUN 12 April

Mon 13 April

*IMF Spring Meeting Ends*

Tues 14 April

( ANNOUNCEMENT OF ELECTION ON 14 MAY

Wed 15 April

( *THIS DAY 1 PM*  
Passover; *Index & Production* ✓

THURS 16 April

( PROCLAMATION DATE FOR ELECTION ON 14 MAY

Fri 17 April

( *THIS DAY 1 PM*  
Passover; *Unemployment figures*

Maundy Thursday cannot be an Election Day; PSBR

SAT 18 April

Good Friday

SUN 19 April +

Mon 20 April

Easter Monday; Passover

Tues 21 April

(ANNOUNCEMENT OF ELECTION ON 21 MAY

Wed 22 April

(Passover  
Provisional money figures ✓

THURS 23 April

AN ELECTION DAY (PROCLAMATION ON 26 MARCH); Q1  
*Preliminary Customs Expenditure* ✓

Fri 24 April

NB: \* = Trade figures sometime in fourth week of the month.

+ = PSBR and Industrial production figures in third week of the month.



SAT 25 April

SUN 26 April ✓

Mon 27 April

Tues 28 April

Wed 29 April

THURS 30 April

*THIS DAY AN*  
PROCLAMATION ~~DATE~~ FOR ELECTION ON 21 MAY

ANNOUNCEMENT OF ELECTION ON 28 MAY *CBI Quarterly Survey*  
*Provincial Retail Sales* *Trade figures*

AN ELECTION DAY (PROCLAMATION ON 2 APRIL)

Fri 1 May

*THIS DAY AN*  
( PROCLAMATION ~~DATE~~ FOR ELECTION ON 28 MAY  
( ~~Final money figures~~ )

SAT 2 May

SUN 3 May

Mon 4 May

( ANNOUNCEMENT OF ELECTION ON 4 JUNE  
( May Bank Holiday *Reserved (?)* )

Tues 5 May

Wed 6 May

THURS 7 May

( AN ELECTION DAY (PROCLAMATION ON 8 APRIL)  
( Local Elections in England and Wales

Fri 8 May

SAT 9 May

*Cup Final*

SUN 10 May

*London Marathon*

Mon 11 May

*THIS DAY AN*  
( PROCLAMATION ~~DATE~~ FOR ELECTION ON 4 JUNE  
( ANNOUNCEMENT OF ELECTION ON 11 JUNE ; *Final Retail Sales*

Tues 12 May

Wed 13 May

THURS 14 May

( AN ELECTION DAY (PROCLAMATION ON 15 APRIL)  
( ~~Labour Market Statistics~~ *Unemployment Figures*  
~~Inflation figures~~ *RPI*

Fri 15 May

SAT 16 May

SUN 17 May +

*; Provincial Retail Sales*

Mon 18 May

*THIS DAY AN*  
( PROCLAMATION ~~DATE~~ FOR ELECTION ON 11 JUNE  
( ANNOUNCEMENT OF ELECTION ON 18 JUNE

Tues 19 May

*Index of Production* ✓ ; *PSBR*

Wed 20 May

Provisional money figures ✓

THURS 21 May

AN ELECTION DAY (PROCLAMATION ON 27 APRIL)

NB: \* = Trade figures sometime in fourth week of the month.

+ = PSBR and Industrial production figures in third week of the month.

Fri 22 May  
 SAT 23 May  
 SUN 24 May \*  
 Mon 25 May  
 Tues 26 May  
 Wed 27 May  
 THURS 28 May  
 Fri 29 May  
 SAT 30 May  
 SUN 31 May

( ANNOUNCEMENT OF ELECTION ON 25 JUNE  
 ( Spring Bank Holiday <sup>AN</sup>  
 PROCLAMATION ~~DATE~~ <sup>THIS DAY</sup> FOR ELECTION ON 18 JUNE

AN ELECTION DAY (PROCLAMATION ON 1 MAY); <sup>Trade</sup>  
<sup>figures</sup>

Mon 1 June  
 Tues 2 June  
 Wed 3 June  
 THURS 4 June  
 Fri 5 June  
 SAT 6 June  
 SUN 7 June  
 Mon 8 June  
 Tues 9 June  
 Wed 10 June  
 THURS 11 June  
 Fri 12 June  
 SAT 13 June  
 SUN 14 June +  
 Mon 15 June  
 Tues 16 June  
 Wed 17 June

~~Final money figures~~; CBI Monthly Enquiry  
<sup>THIS DAY DATE AN</sup>  
 PROCLAMATION ~~DATE~~ <sup>THIS DAY</sup> FOR ELECTION ON 25 JUNE; <sup>Reserves</sup>  
 Shavuoth

( AN ELECTION DAY (PROCLAMATION ON 11 MAY)  
 ( Shavuoth; <sup>First Test (England v Pakistan)</sup>

Economic Summit  
 Economic Summit; <sup>Final Retail Sales</sup>  
 Economic Summit

AN ELECTION DAY (PROCLAMATION ON 18 MAY)

~~Inflation figures~~ <sup>RPI ✓</sup>  
 Birthday Honours

<sup>Personal Retail Sales</sup>  
 PSBR ✓

NB: \* = Trade figures sometime in fourth week of the month.  
 + = PSBR and Industrial production figures in third week of the month.

|       |           |   |
|-------|-----------|---|
| THURS | 18 June   | ( AN ELECTION DAY (PROCLAMATION ON 26 MAY)<br>( Provisional money figures; labour market <i>unemployment</i><br><i>Inflation, Production &amp; statistics figures</i><br><i>Second Test (England &amp; Pakistan) begins</i> |
| Fri   | 19 June   |   |
| SAT   | 20 June   |   |
| SUN   | 21 June * |   |
| Mon   | 22 June   | <i>Final Q1 Census</i> <i>Monthly Enquiry</i><br><i>Expenditure; CBI/L</i>  |
| Tues  | 23 June   |   |
| Wed   | 24 June   |   |
| THURS | 25 June   | AN ELECTION DAY (PROCLAMATION ON 2 JUNE)  |
| Fri   | 26 June   | <i>Trade Figures</i>  |
| SAT   | 27 June   |   |
| SUN   | 28 June   |   |
| Mon   | 29 June   | European Council; Final money figures   |
| Tues  | 30 June   | European Council  |
| Wed   | 1 July    |   |
| THURS | 2 July    | <i>Reserves; Two Test (England &amp; Pakistan)</i>  |
| Fri   | 3 July    |   |
| SAT   | 4 July    | WIMBLEDON FINALS  |
| SUN   | 5 July    | WIMBLEDON FINALS  |
| Mon   | 6 July    | Final Retail Sales  |
| Tues  | 7 July    |   |
| Wed   | 8 July    |   |
| THURS | 9 July    |   |
| Fri   | 10 July   | RPI ✓   |
| SAT   | 11 July   |   |
| SUN   | 12 July   |   |
| Mon   | 13 July   |   |
| Tues  | 14 July   | King Hassan begins State Visit, <i>Inflation &amp; Product</i>  |

NB: \* = Trade figures sometime in fourth week of the month.  
+ = PSBR and Industrial production figures in third week of the month.



Wed 15 July

THURS 16 July

Fri 17 July

SAT 18 July

SUN 19 July +

Mon 20 July

Tues 21 July

Wed 22 July

THURS 23 July

Fri 24 July

SAT 25 July

SUN 26 July \*

Mon 27 July

Tues 28 July

Wed 29 July

THURS 30 July

Fri 31 July

PSBR; Unemployment figures

King Hassan ends State Visit; Inflation figures

Provisional money figures; Provincial Retail Sales

Q 2 Preliminary Customs Expenditure Trade Figures

CBI Quarterly Foreign Survey

Final money figures

SAT 1 August

SUN 2 August

Mon 3 August

Tues 4 August

Wed 5 August

THURS 6 August

Fri 7 August

SAT 8 August

SUN 9 August

Mon 10 August

( ANNOUNCEMENT OF ELECTION ON 3 SEPTEMBER  
( Summer Bank Holiday (in Scotland only)  
Reserves

THIS DAY  
( PROCLAMATION DAY FOR AN ELECTION ON 3 SEPTEMBER;  
( ANNOUNCEMENT OF ELECTION ON 10 SEPTEMBER; Final  
Retail Sales

NB: \* = Trade figures sometime in fourth week of the month.

+ = PSBR and Industrial production figures in third week of the month.

Tues 11 August

Wed 12 August

THURS 13 August

Fri 14 August

SAT 15 August

SUN 16 August +

Mon 17 August

Tues 18 August

Wed 19 August

THURS 20 August

Fri 21 August

SAT 22 August

SUN 23 August \*

Mon 24 August

Tues 25 August

Wed 26 August

THURS 27 August

Fri 28 August

SAT 29 August

SUN 30 August

Mon 31 August

Inclusion of Products ✓; Unemployment figures  
~~Inflation figures~~ RPI ✓

THIS  
( PROCLAMATION DAY FOR AN ELECTION ON 10 SEPTEMBER  
( ANNOUNCEMENT OF ELECTION ON 17 SEPTEMBER ; *from 1st*

PSBR *sales*

Provisional money figures ✓

THIS  
( PROCLAMATION DAY FOR AN ELECTION ON 17 SEPTEMBER  
( ANNOUNCEMENT OF ELECTION ON 24 SEPTEMBER

Trade Figures

CBI Monthly Enquiry

SDP Conference begins

Summer Bank Holiday (not in Scotland)

THIS  
( PROCLAMATION DAY FOR AN ELECTION ON 24 SEPTEMBER  
( ANNOUNCEMENT OF ELECTION ON 1 OCTOBER  
( ~~Final money figures~~

Reserves ✓

AN ELECTION DAY (PROCLAMATION ON 10 AUGUST)

SDP Conference ends

Balmoral (?)

Balmoral (?)

NB: \* = Trade figures sometime in fourth week of the month.

+ = PSBR and Industrial production figures in third week of the month.

Mon 7 September TUC Conference begins; *Final Retail Sales*  
 Tues 8 September ( PROCLAMATION <sup>THIS</sup> DAY FOR AN ELECTION ON 1 OCTOBER  
 ( ANNOUNCEMENT OF ELECTION ON 8 OCTOBER  
 Wed 9 September  
 THURS 10 September AN ELECTION DAY (PROCLAMATION ON 17 AUGUST)  
 Fri 11 September TUC Congress ends; *RPI*  
 SAT 12 September  
 SUN 13 September Liberal Party Conference begins  
 Mon 14 September *Provisional Retail Sales*  
 Tues 15 September ( PROCLAMATION <sup>THIS</sup> DAY FOR AN ELECTION ON 8 OCTOBER  
 ( ANNOUNCEMENT OF ELECTION ON 15 OCTOBER  
 Wed 16 September *Index of Production* ✓; *PSBE* ✓  
 THURS 17 September ( AN ELECTION DAY (PROCLAMATION ON 24 AUGUST)  
 ( *Labour market statistics Unemployment figures*  
 Fri 18 September ( Liberal Party Conference ends  
 ( Provisional money figures; Inflation figures  
 SAT 19 September  
 SUN 20 September +  
 Mon 21 September *Final Q2 Announcements Expected; CBI Monthly*  
*Shopping* <sup>THIS</sup> ( PROCLAMATION DAY FOR AN ELECTION ON 15 OCTOBER  
 ( ANNOUNCEMENT OF ELECTION ON 22 OCTOBER  
 Tues 22 September  
 Wed 23 September  
 THURS 24 September ( AN ELECTION DAY (PROCLAMATION ON 1 SEPTEMBER)  
 ( Jewish New Year; *Bail / Final meety begins*  
 Jewish New Year *Trade Figures.*  
 Fri 25 September  
 SAT 26 September  
 SUN 27 September \*  
 Mon 28 September Labour Party Conference begins  
 Tues 29 September ( PROCLAMATION <sup>THIS DAY</sup> FOR AN ELECTION ON 22 OCTOBER  
 ( ANNOUNCEMENT OF ELECTION ON 29 OCTOBER  
 + *Final money figures*  
 Wed 30 September *Bail / Final meety ends* ✓  
 THURS 1 October \*\* AN ELECTION DAY (PROCLAMATION ON 8 SEPTEMBER)  
 Fri 2 October Labour Party Conference ends; *Reserves* ✓  
 NB: \* = Trade figures sometime in fourth week of the month.  
 + = PSBR and Industrial production figures in third week of the month.  
 \*\* = President Cossiga has a State Visit sometime in October.



SAT 3 October Day of Atonement

SUN 4 October

Mon 5 October

*Final Retail Sales*

Tues 6 October

*TMS 997*  
( PROCLAMATION FOR AN ELECTION ON 29 OCTOBER  
( Conservative Party Conference begins

Wed 7 October

THURS 8 October

( AN ELECTION DAY (PROCLAMATION ON 15 SEPTEMBER)  
( Sukkoth

Fri 9 October

( Conservative Party Conference ends  
( Sukkoth *RPIV*

SAT 10 October

SUN 11 October

Mon 12 October

Tues 13 October

*Provisional Retail Sales*

Wed 14 October

*Index & Products / L*

THURS 15 October

( AN ELECTION DAY (PROCLAMATION ON 22 SEPTEMBER)

*Unemployment figures*

Fri 16 October

( Labour market statistics; Sukkoth  
( Inflation figures; Sukkoth *PSBR (?)*

SAT 17 October

SUN 18 October +

Mon 19 October

CHOGM begins

Tues 20 October

Provisional money figures ✓

Wed 21 October

THURS 22 October

AN ELECTION DAY (PROCLAMATION ON 29 SEPTEMBER);

Fri 23 October

*Q3 Preliminary Customs Expenditure*  
CHOGM ends; *Trade Figures*

SAT 24 October

SUN 25 October \*

Mon 26 October

Tues 27 October

*CBI Quarterly Survey*

Wed 28 October

THURS 29 October

( AN ELECTION DAY (PROCLAMATION ON 6 OCTOBER)  
( ~~Final money figures~~

Fri 30 October

NB: \* = Trade figures sometime in fourth week of the month.

+ = PSBR and Industrial production figures in third week of the month.

\*\* = President Cossiga has a State Visit sometime in October

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N L Wicks Esq CBE  
10 Downing Street  
LONDON SW1

23 September 1986

Dear Nigel,

PROCEDURE FOR GENERAL ELECTIONS

I hope to send you soon a revised text of the updated version of Stainton's note but am waiting to hear from Sainty and Bradshaw before I finally print it out.

2. I enclose, as promised, a list of suggested amendments of Procedure for General Elections designed to reflect the fact that dissolution can (as we now know) be later than the date of issue of the proclamation (which governs the date of polling day). You will need to work through PGE to decide whether my suggestions are sensible, and whether any other changes need to be made. I have (GE and OE, so to speak) deliberately left unaltered the references to dissolution in all places where I have not suggested a change. In particular, I think we should stick to the term "Dissolution Council".

3. In order to fit in my new para.11, I have suggested renumbering the existing paras.8 to 11.

4. For my money, 'proclamation' should be spelt without a capital letter throughout.

5. I'm not sure what to do about the headings to columns 1 and 2 in Annex A. I think they had best stay as they are, at least until we have an instance of dissolution on a date later than that of the proclamation.

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6. Lastly (a suggestion unconnected with the above) would it help to amplify para.38 by adding at the end the following sentence -

P

✓ Since no business can be transacted in Parliament until after the Queen's Speech, the day after that of the Queen's Speech is the first day on which Bills can be presented - Notice of Presentation having been handed in on the day of the Queen's Speech or an earlier day (starting with the day of the first meeting). P

Yours ever

George

GEORGE ENGLE

P.S. On my retirement at the end of this year I will hand over my copy of PGE to Henry de Wasse unless you tell me not to.

GE.

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12/69

SUGGESTED AMENDMENTS OF PGE

NOTE: In this list "D" and "P" stand for "dissolution" and "proclamation" respectively (with or without a capital letter, as the context requires).

✓ ✓ CONTENTS

✓ 1 (A) After "announcement," insert "proclamation,". ✓

CHECKLISTS

✓ Page I, paras.9 and 10. For D read P. ✓

✓ Page III, para.4. After second sentence add "The possibility of providing  
✓ ✓ in the proclamation for dissolution on a future date should not  
be overlooked (paragraph 11)."

Choice of Date and onwards (references to post-12.3.87 pages where  
applicable)

Para.

✓ ✓ 2. Line 7, after "announcement," insert "proclamation,".

✓ 3.2 Substitute attached revise (Annex 1)

✓ 3.3 Lines 1 and 8, for D read P.

✓ 4. Heading, for D read P. ✓

✓ ✓ Line 2, for D read "the date of the proclamation summoning a new  
Parliament".

✓ ✓ Line 6, for D read P. •

✓ 5.1 Line 6, i.e. for P. •

✓ Line 8, for "i.e." read "notably".

✓ Line 11, for D read P.

✓ Line 11, for "Sunday" read "Sundays".

✓ 5.2 Line 5, for D read P.

✓ 5.3 Line 5, for D read P.

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-2-

Para.

7. ✓ ✓ Heading, for D read P.

✓ ✓ Line 2, for D read "the proclamation".

✓ ✓ Line 5, for D read P.

✓ ✓ Line 13, for D read "a proclamation (providing for immediate dissolution)".

✓ ✓ 8. Line 1, for "8" substitute "8.1".

Line 4, after "dissolution." insert "(In this connection, the possibility of providing in the proclamation for dissolution on a future date should not be overlooked: see paragraph 11)" - or perhaps make this a footnote.

✓ ✓ 9. ✓ Line 1, for "9" substitute "8.2".

✓ ✓ ✓ Line 4, "Opposition".

✓ ✓ 10. ✓ Line 1, for "10" substitute "9".

✓ ✓ ✓ Line 4, for D read P.

✓ ✓ 11. Line 1, for "11" substitute "10".

✓ ✓ ✓ Line 15, for D read P.

✓ ✓ ✓ At end, insert attached new paragraph 11 (*Annex 2*).

✓ ✓ 22. Line 4, for D read P.

✓ ✓ 25. Lines 4 and 11, for D read P.

✓ ✓ 26. Line 3, for D read P.

✓ ✓ Line 9, for "of dissolution, although" read "dictated by the choice of polling day, although the proclamation can dissolve Parliament on a future day and,".

✓ ✓ Line 10, insert comma after "prorogation".



✓ ✓ 27. Line 7, after "complication" insert "; and".

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Annex 1

3.2  Briefly, the length of time between the date of issue of the proclamation summoning a new Parliament and polling day is governed by statute and normally works out at 23 days. The proclamation habitually dissolves the existing Parliament immediately; but it is possible for it to provide for dissolution on a future date. (This has occurred once only, in 1900.) The length of time between the date of announcement and the issue of the proclamation is governed merely by convention and practical convenience. For the five General Elections in 1959, 1964, 1966, 1970 and 1983 the announcement was made exactly a month before polling day. 

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Annex 2.

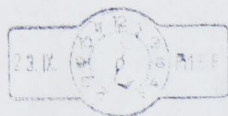
B

11. Though it has not been done since 1900, it is possible for the proclamation to dissolve Parliament on a future date, thus providing more time for the completion of essential Parliamentary business. Since keeping the existing Parliament in being beyond the date of the proclamation would increase the time during the election campaign in which Members seeking re-election can campaign as sitting Members, the Prime Minister is unlikely to want to request this without the prior agreement of all parties. (See paragraph 4)

4 of Proceedings leading up to a General Election in Annex G B

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ELECTION 1953 Election May 53



010  
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Office of the Parliamentary Counsel 36 Whitehall London SW1A 2AY

Telephone Direct line of 210 6600  
Switchboard of 210

12/104

N L Wicks Esq CBE  
10 Downing Street  
LONDON SW1

22 September 1986

Dear Nigel,

I enclose a list showing, for each Thursday in April, May, June, September and October 1987, the date on which the proclamation summoning a new Parliament must be issued in order to make polling day fall on that Thursday. *Please check these at your end before relying on them.*

I have taken the dates of the bank holidays in each part of the United Kingdom from the card issued for 1987 by HMSO (copy attached), which I have checked against the list in Schedule 1 to the Banking and Financial Dealings Act 1971 (c.80). On the card, 13 July is (irrelevantly, for present purposes) shown as a bank holiday in Northern Ireland, though not made one there by Schedule 1; and the card in some cases extends a bank holiday to a part of the UK not warranted by the Schedule, presumably anticipating a proclamation. However, a bank holiday in any part of the UK is a dies non for our purpose. If any of the dates on the card were to be altered, or an additional bank holiday appointed, by proclamation under section 1 of that Act, this could obviously falsify some of the dates in my list.

As you know, it is usual but - as has now been established - not essential for Parliament to be dissolved on the date of the summoning proclamation.

*Yours ever  
George.*

GEORGE ENGLE

ENC

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12/105

1987

POLLING DAY  
(THURSDAYS)

PROCLAMATION SUMMONING  
NEW PARLIAMENT

April

✓  
2  
9  
16 (Maundy Thursday)  
23  
30

Monday 9 March  
Monday 16 March  
NB Maundy Thursday cannot be polling day.  
Thursday 26 March  
Thursday 2 April

May

✓  
7  
14  
21  
28

Wednesday 8 April  
Wednesday 15 April  
Monday 27 April -  
Friday 1 May

June

✓  
4  
11  
18  
25

Monday 11 May  
Monday 18 May  
Tuesday 26 May  
Tuesday 2 June

September

✓  
3  
10  
17  
24

Monday 10 August  
Monday 17 August  
Monday 24 August  
Tuesday 1 September

October

✓  
1  
8  
15  
22  
29

Tuesday 8 September ✓  
Tuesday 15 September  
Tuesday 22 September  
Tuesday 29 September  
Tuesday 6 October

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**January**

|     |   |    |    |    |
|-----|---|----|----|----|
| Sun | 4 | 11 | 18 | 25 |
| Mon | 5 | 12 | 19 | 26 |
| Tue | 6 | 13 | 20 | 27 |
| Wed | 7 | 14 | 21 | 28 |
| Thu | 1 | 8  | 15 | 22 |
| Fri | 2 | 9  | 16 | 23 |
| Sat | 3 | 10 | 17 | 24 |

**Week no****February**

|   |    |    |    |
|---|----|----|----|
| 1 | 8  | 15 | 22 |
| 2 | 9  | 16 | 23 |
| 3 | 10 | 17 | 24 |
| 4 | 11 | 18 | 25 |
| 5 | 12 | 19 | 26 |
| 6 | 13 | 20 | 27 |
| 7 | 14 | 21 | 28 |

**March**

|   |    |    |    |    |
|---|----|----|----|----|
| 1 | 8  | 15 | 22 | 29 |
| 2 | 9  | 16 | 23 | 30 |
| 3 | 10 | 17 | 24 | 31 |
| 4 | 11 | 18 | 25 |    |
| 5 | 12 | 19 | 26 |    |
| 6 | 13 | 20 | 27 |    |
| 7 | 14 | 21 | 28 |    |

**April**

|   |    |    |    |
|---|----|----|----|
| 5 | 12 | 19 | 26 |
| 6 | 13 | 20 | 27 |
| 7 | 14 | 21 | 28 |
| 1 | 8  | 15 | 22 |
| 2 | 9  | 16 | 23 |
| 3 | 10 | 17 | 24 |
| 4 | 11 | 18 | 25 |

**May**

|     |   |    |    |    |    |
|-----|---|----|----|----|----|
| Sun | 3 | 10 | 17 | 24 | 31 |
| Mon | 4 | 11 | 18 | 25 |    |
| Tue | 5 | 12 | 19 | 26 |    |
| Wed | 6 | 13 | 20 | 27 |    |
| Thu | 7 | 14 | 21 | 28 |    |
| Fri | 1 | 8  | 15 | 22 | 29 |
| Sat | 2 | 9  | 16 | 23 | 30 |

**Week no****June**

|   |    |    |    |    |
|---|----|----|----|----|
|   | 7  | 14 | 21 | 28 |
| 1 | 8  | 15 | 22 | 29 |
| 2 | 9  | 16 | 23 | 30 |
| 3 | 10 | 17 | 24 |    |
| 4 | 11 | 18 | 25 |    |
| 5 | 12 | 19 | 26 |    |
| 6 | 13 | 20 | 27 |    |

**July**

|   |    |    |    |    |
|---|----|----|----|----|
|   | 5  | 12 | 19 | 26 |
|   | 6  | 13 | 20 | 27 |
|   | 7  | 14 | 21 | 28 |
| 1 | 8  | 15 | 22 | 29 |
| 2 | 9  | 16 | 23 | 30 |
| 3 | 10 | 17 | 24 | 31 |
| 4 | 11 | 18 | 25 |    |

**August**

|   |    |    |    |    |
|---|----|----|----|----|
| 2 | 9  | 16 | 23 | 30 |
| 3 | 10 | 17 | 24 | 31 |
| 4 | 11 | 18 | 25 |    |
| 5 | 12 | 19 | 26 |    |
| 6 | 13 | 20 | 27 |    |
| 7 | 14 | 21 | 28 |    |
| 1 | 8  | 15 | 22 | 29 |

**September**

|     |   |    |    |    |
|-----|---|----|----|----|
| Sun | 6 | 13 | 20 | 27 |
| Mon | 7 | 14 | 21 | 28 |
| Tue | 1 | 8  | 15 | 22 |
| Wed | 2 | 9  | 16 | 23 |
| Thu | 3 | 10 | 17 | 24 |
| Fri | 4 | 11 | 18 | 25 |
| Sat | 5 | 12 | 19 | 26 |

**Week no****October**

|   |    |    |    |    |
|---|----|----|----|----|
|   | 4  | 11 | 18 | 25 |
|   | 5  | 12 | 19 | 26 |
|   | 6  | 13 | 20 | 27 |
|   | 7  | 14 | 21 | 28 |
| 1 | 8  | 15 | 22 | 29 |
| 2 | 9  | 16 | 23 | 30 |
| 3 | 10 | 17 | 24 | 31 |

**November**

|   |    |    |    |    |
|---|----|----|----|----|
| 1 | 8  | 15 | 22 | 29 |
| 2 | 9  | 16 | 23 | 30 |
| 3 | 10 | 17 | 24 |    |
| 4 | 11 | 18 | 25 |    |
| 5 | 12 | 19 | 26 |    |
| 6 | 13 | 20 | 27 |    |
| 7 | 14 | 21 | 28 |    |

**December**

|   |    |    |    |
|---|----|----|----|
| 6 | 13 | 20 | 27 |
| 7 | 14 | 21 | 28 |
| 1 | 8  | 15 | 22 |
| 2 | 9  | 16 | 23 |
| 3 | 10 | 17 | 24 |
| 4 | 11 | 18 | 25 |
| 5 | 12 | 19 | 26 |

**1987**

HMSO A5C Code 28-1010

English and Welsh Bank Holidays:  
1 January 17, 20 April 4, 25 May  
31 August 25, 28 December

N. Irish Bank Holidays:  
1 January 17 March 17, 20 April  
4, 25 May 13 July 31 August  
25, 28 December

Scottish Bank Holidays:  
1, 2 January 17 April 4, 25 May  
3 August 25, 28 December

Days in lieu of Public and  
Bank Holidays falling on  
Saturday or Sunday to be  
announced.





Office of Parliamentary Counsel  
36, Whitehall



10 DOWNING STREET

From the Principal Private Secretary

CONFIDENTIAL AND PERSONAL

18 September 1986

The time has come in the Parliamentary calendar for a prudent Private Secretary to follow the advice in paragraph 4 of Part I of "Procedure for General Elections (PGE)". This suggests that you should be asked to draw up, on a contingent basis, the statutory timetables for all possible polling dates within the period which the Prime Minister is considering.

BF // Let me hasten to add that the Prime Minister is not, for the moment, "considering" any period for a General Election, but I would, nevertheless, like to have quickly available, just in case, "statutory timetables" for all Thursdays in April, May, June, September and October, 1987. Could I therefore ask you to let me have this information sometime next week? This will assist me in preparing a complete calendar, taking account of the factors referred to under the heading "Choice of Date in PGE".

NIGEL L WICKS

Sir George Engle KCB QC  
First Parliamentary Counsel

CONFIDENTIAL AND PERSONAL



10 DOWNING STREET

19-230 ~~at~~

1987

CHOGN.



10 DOWNING STREET

TUC

Week of 7<sup>th</sup>  
Sept.



Raymond Bell

D/R  
m/g.





10 DOWNING STREET

Regence Street

7 - 8 - 9

Line

---

Regence + Islands

None

Districts

None

---

MR. WICKS

William Fittall, Home Office, 'phoned to  
say that there would be non-metropolitan  
and metropolitan district council and parish  
council meetings on 7 May 1987\*. No County/  
London Borough elections are planned.

ADJ

\* in England & Wales

ANDY BEARPARK

16 September 1986



10 DOWNING STREET

Neil Ward said  
there are no  
planned elections  
in N. I in 1987.

N. L. W.

16 Sept.



New Don C. Whip's office  
12, DOWNING STREET,  
S.W.1.

Conferences 1987

|                |         |   |         |
|----------------|---------|---|---------|
| ✓ SDP          | 29 Aug  | - | 4 Sept  |
| ✓ TUC          | 7 Sept  | - | 11 Sept |
| ✓ Liberal      | 13 Sept | - | 18 Sept |
| ✓ Labour       | 28 Sept |   | 2 Oct   |
| ✓ Conservative | 6 Oct   |   | 9 Oct   |

CONFIDENTIAL

file

skw

(47)



10 DOWNING STREET

From the Principal Private Secretary

15 September 1986

PROCEEDINGS LEADING UP TO A GENERAL ELECTION

I am sorry that leave and other preoccupations have delayed my replying to your letter of 29 July in which you kindly provided a draft paragraph 4 designed to become paragraph 4 of the "updated version of Stainton's 1974 note".

I have now studied this draft and can confirm my agreement to it. As you will have seen from his letter of 6 August, Derek Oulton is also content. The way is therefore open for you to send me a fresh copy of the note. I agree, too, that this should be included as an annex to "Procedures for General Elections" (PGE), with a suitable reference to it in section 1.

As for chapter 5 of the Cabinet Office Precedent Book, I understand from the Cabinet Office that this is not regarded there as an operational manual. PGE is the manual for operational purposes. It is the place where all the guidance, including Stainton's note, suitably updated, should be assembled.

(N. L. WICKS)

Sir George Engle KCB QC

CONFIDENTIAL



Caxton House Tothill Street London SW1H 9NF

Telephone Direct Line 01-213 6460.....

Switchboard 01-213 3000 GTN Code 213

Facsimile 01-213 5465 Telex 915564

5<sup>n</sup> September 1986

Nigel Wicks Esq  
Principal Private Secretary  
10 Downing Street  
London SW1

Dear Nigel,

As requested, I attach details of bank holidays in England, Scotland, Wales and Northern Ireland for 1987.

Yours sincerely

Stephen Ratcliffe

Stephen Ratcliffe  
Private Secretary



# Bank Holidays

□ Bank holiday dates, and substitute dates where weekends intervene, for 1986-89 are listed in the table below. Separate listings are shown for England and Wales, Northern Ireland and Scotland.

● indicates Public and Bank Holidays

| Date                  | Name   | England and Wales | Northern Ireland | Scotland |
|-----------------------|--|-------------------|------------------|----------|
| <b>1986</b>           |  |                   |                  |          |
| Monday, August 4      | Summer Bank Holiday                              | —                 | —                | ●        |
| Monday, August 25     | Summer Bank Holiday                              | ●                 | ●                | —        |
| Thursday, December 25 | Christmas Day                                    | ●                 | ●                | ●        |
| Friday, December 26   | Boxing Day                                       | ●                 | ●                | ●        |
| <b>1987</b>           |  |                   |                  |          |
| Thursday, January 1   | New Year's Day                                   | ●                 | ●                | ●        |
| Friday, January 2     | New Year   | —                 | —                | ●        |
| Tuesday, March 17     | St Patrick's Day                                 | —                 | ●                | —        |
| Friday, April 17      | Good Friday                                      | ●                 | ●                | ●        |
| Monday, April 20      | Easter Monday                                    | ●                 | ●                | —        |
| Monday, May 4         | May Bank Holiday                                 | ●                 | ●                | ●        |
| Monday, May 25        | Spring Bank Holiday                              | ●                 | ●                | ●        |
| Monday, July 13*      | In lieu of Battle of the Boyne (Orangemen's Day) | —                 | ●                | —        |
| Monday, August 3      | Summer Bank Holiday                              | —                 | —                | ●        |
| Monday, August 31     | Summer Bank Holiday                              | ●                 | ●                | —        |
| Friday, December 25   | Christmas Day                                    | ●                 | ●                | ●        |
| Monday, December 28   | In lieu of Boxing Day                            | ●                 | ●                | ●        |
| <b>1988</b>           |  |                   |                  |          |
| Friday, January 1     | New Year's Day                                   | ●                 | ●                | ●        |
| Monday, January 4     | In lieu of January 2                             | —                 | —                | ●        |
| Thursday, March 17    | St Patrick's Day                                 | —                 | ●                | —        |
| Friday, April 1       | Good Friday                                      | ●                 | ●                | ●        |
| Monday, April 4       | Easter Monday                                    | ●                 | ●                | —        |
| Monday, May 2         | May Bank Holiday                                 | ●                 | ●                | ●        |
| Monday, May 30        | Spring Bank Holiday                              | ●                 | ●                | ●        |
| Tuesday, July 12      | Battle of the Boyne (Orangemen's Day)            | —                 | ●                | —        |
| Monday, August 1      | Summer Bank Holiday                              | —                 | —                | ●        |
| Monday, August 29     | Summer Bank Holiday                              | ●                 | ●                | —        |
| Monday, December 26   | Boxing Day (E. W & NI)                           | ●                 | ●                | —        |
| Monday, December 26   | In lieu of Christmas Day (Scot)                  | —                 | —                | ●        |
| Tuesday, December 27  | In lieu of Christmas Day (E. W & NI)             | ●                 | ●                | —        |
| Tuesday, December 27  | In lieu of Boxing Day (Scot)                     | —                 | —                | ●        |
| <b>1989</b>           |  |                   |                  |          |
| Monday, January 2     | In lieu of January 1                             | ●                 | ●                | ●        |
| Tuesday, January 3    | In lieu of January 2                             | —                 | —                | ●        |
| Friday, March 17      | St Patrick's Day                                 | —                 | ●                | —        |
| Friday, March 24      | Good Friday                                      | ●                 | ●                | ●        |
| Monday, March 27      | Easter Monday                                    | ●                 | ●                | —        |
| Monday, May 1         | May Bank Holiday                                 | ●                 | ●                | ●        |
| Monday, May 29        | Spring Bank Holiday                              | ●                 | ●                | ●        |
| Wednesday, July 12    | Battle of the Boyne (Orangemen's Day)            | —                 | ●                | —        |
| Monday, August 7      | Summer Bank Holiday                              | —                 | —                | ●        |
| Monday, August 28     | Summer Bank Holiday                              | ●                 | ●                | —        |
| Monday, December 25   | Christmas Day                                    | ●                 | ●                | ●        |
| Tuesday, December 26  | Boxing Day                                       | ●                 | ●                | ●        |

\* To be proclaimed by the Secretary of State for Northern Ireland.



NW

Mr ~~Nargrove~~,

I attach the release dates  
of money figures in  
1987.

Cathy Rydin

419

2107a

Mr King

I gather you were looking for  
a list of money dates.

Michael Dickson  
4/18

TIMING OF PRESS RELEASES FOR MONTHLY MONEY FIGURES  
OCTOBER 1986-DECEMBER 1987

|           | <u>Provisional Press Release</u> | <u>Final Press Release</u> |
|-----------|----------------------------------|----------------------------|
| 1986      |                                  |                            |
| October   | Thursday 20 November             | Monday 1 December          |
| November  | Thursday 18 December             | Wednesday 31 December      |
| December  | Tuesday 20 January 1987          | Thursday 29 January 1987   |
| 1987      |                                  |                            |
| January   | Thursday 19 February             | Monday 2 March             |
| February  | Thursday 19 March                | Monday 30 March            |
| March     | Wednesday 22 April               | Friday 1 May               |
| April     | Wednesday 20 May                 | Monday 1 June              |
| May       | Thursday 18 June                 | Monday 29 June             |
| June      | Monday 20 July                   | Wednesday 29 July          |
| July      | Thursday 20 August               | Tuesday 1 September        |
| August    | Friday 18 September              | Tuesday 29 September       |
| September | Tuesday 20 October               | Thursday 29 October        |
| October   | Thursday 19 November             | Monday 30 November         |
| November  | Friday 18 December               | Thursday 31 December       |
| December  | Wednesday 20 January 1988        | Friday 29 January 1988     |

Note: All press releases will be made at 11 am on the relevant date.

Mrs Ryding  
we now have these

Money  
4/9





MR. WICKS

1987 DATES

You asked for some key dates in 1987, on the foreign affairs side. They are:

|                   |  |
|-------------------|--|
| EUROPEAN COUNCIL: | 29-30 June   |
| CHOGM :           | October (exact dates not known)  |
| ECONOMIC SUMMIT : | May (probably early May: exact date not known)                               |
| STATE VISITS :    | King Fahd 24-26 March<br>King Hassan 14-17 July<br>President Cossiga October |

There may be Northern Ireland Assembly elections in 1987.

CDP

C. D. POWELL

4 September 1986



10 DOWNING STREET

Nigel oh,

Below is the  
information available so far.  
It may be possible later to  
find out the dates of the  
other party conferences,  
and the ~~hand~~ <sup>hand</sup> ~~party~~ <sup>party</sup> ~~seats~~  
Chief Whips  
office will do that when  
they can. They will  
announce he is September  
~~the~~ not October.

DES  
3/9



Dan

The only party conference dates  
I can get today (without  
arousing suspicion) are.

Labour      Monday 28 Sept →  
                Friday 2 Oct

Conservative      Tues 6 Oct →  
                        Friday 9 Oct.

Teresa



Mr Morgrove

RELEASE DATES OF  
STATISTICS IN 1987

I attach the best guess  
we can make at this  
stage .

Cathy Rydning  
2/9

MRS RYDING

12/2

Release dates of statistics in 1987

As I explained, release dates have not yet been decided for any of the statistics. In particular, I gather no decision has been taken as to whether the money figures are to be published on a calendar or breaking month basis, so we have not even hazarded a guess for them.

The dates given below are all our 'best guess' and could well change. In some cases, we simply have to give the week and cannot provide even a shot at a specific day.

MOR  
2/9



Labour market statistics

May 14  
June 18  
October 15<sup>+</sup>

Trade figures

During 4<sup>th</sup> week  
of month

Index of production

During 3rd week  
of month

<sup>+</sup> Will include 1987 Q2 employment

Inflation

May 15  
June 12  
October 16

PSBR

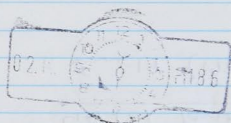
During 3rd week of  
month

GDP (O) Preliminary

May 20 (1987 Q1)

GDP (A) Preliminary

June 19 (1987 Q1)



12/63

CONFIDENTIAL

PROCEEDINGS LEADING UP TO A GENERAL ELECTION

1. A general election in the summer adjournment.
2. Prorogation instead of adjournment.
3. Disposal of further business before a general election.
4. Postponement of meeting of new Parliament.
5. The law about prorogation.
6. The Meeting of Parliament Act 1799.

*This, I assume, is Stanley's note, updated  
referred to in Byler's letter of 29 Feb '86. Please  
file immediately, copied by note to Smith of 4 Aug '86*

NCU

15-9



## PROCEEDINGS LEADING UP TO A GENERAL ELECTION

### A general election in the summer adjournment

1. It is possible that there might be a general election in the summer when Parliament is not sitting. There are recent precedents for dissolving Parliament when not sitting (and not prorogued) - the dissolutions of September 1964, September 1974 and May 1983.

### Prorogation instead of adjournment

2. If the Government have decided on a general election round about the end of the summer break, or perhaps the Christmas break, without recalling Parliament, and wish to keep the exact date open, there may be a case for proroguing, rather than adjourning, in July or, as the case may be, December. Prorogation, of course, terminates the Session, and so a decision to prorogue may virtually commit the Government to a general election, but it has the advantage that the length of the recess is entirely in their hands. Proclamations can be issued under the Prorogation Act 1867 (c.81) from time to time to postpone, or further postpone, the time fixed by the prorogation for the meeting of Parliament, and Parliament can be dissolved at any time during the recess (or of course later). By contrast, the date to which either House is adjourned is a matter for the House (and something which the Government may not be able to dictate) and there is no way of postponing the date for either House to meet.

### Disposal of further business before general election

3. Neither adjournment nor prorogation in the circumstances discussed above would prevent further business being transacted before the general election, although of course prorogation will have terminated the previous Session. If the Houses have been adjourned, there is power to

accelerate their meeting under Commons S.O. No.143 and Lords S.O. No.14 and there is also power by proclamation to accelerate their meeting, subject to certain time limits, under the Meeting of Parliament Act 1799. The Standing Orders require the Speaker and the Lord Chancellor to be satisfied that recall is in the public interest, and there may be circumstances where this cannot be taken for granted.

If Parliament has been prorogued there is power to bring forward the date of meeting by proclamation under section 1 of the Meeting of Parliament Act 1797 (c.127).

These powers would allow, for instance, unexpected proceedings under the Emergency Powers Act 1920 to be disposed of prior to the election. In these circumstances Parliament would, after the business had been disposed of, be adjourned and subsequently dissolved, it being no longer the practice to prorogue in cases where dissolution is intended shortly.

#### Postponement of meeting of new Parliament

4. When Parliament sat less frequently than it does now, the date of meeting of a new Parliament was sometimes postponed by prorogation, notably on occasions when the election ended before the usual time for Parliament to meet. There is power to prorogue for this purpose in the Prorogation Act 1867, but the date to which the meeting is postponed must be more than fourteen days after the date of the proclamation. It is unlikely that the power would be needed today just to prolong the summer break, or some other break in parliamentary business, but it is possible that the power would be useful in case the election did not produce a clear majority. In such a case it cannot be assumed that each House will agree with the Government on a suitable adjournment and, because of the time limit of fourteen days, any decision to prorogue may have to be taken quickly.

The Prorogation Act 1867 did not supersede the earlier power of proroguing in the same circumstances by writ, but this procedure is now moribund and would probably be difficult to resuscitate. The difference is that the earlier power to prorogue by writ was not subject to any time limit.

#### The law about prorogation

5. The law about prorogation is not easy. The familiar procedure is prorogation by Royal Commission to terminate a Session and fix a meeting of Parliament to begin a new Session. Until recently, by convention, if not by law, a Parliament was prorogued before being dissolved; but the practice is now to dissolve when both Houses are adjourned, as happened in 1964, in September 1974 and in 1983 - unless, of course, prorogation has already occurred.

It is very doubtful whether Parliament can be prorogued when both Houses, or either, are adjourned.

Once the date for the meeting of Parliament at the beginning of a new Session has been fixed by prorogation, the date can be brought forward, or postponed on one or more occasions, by proclamation. It can be brought forward under section 1 of the Meeting of Parliament Act 1797 (c.127) as amended by section 34 of the Parliament (Elections and Meeting) Act 1943 (c.48) to any day after the date of the proclamation. It can be postponed under the Prorogation Act 1867 (c.81) to any date more than fourteen days after the date of the proclamation, and the postponement can be repeated subject to the same time limit.



The Acts of 1797 and 1867 have given rise to doubts. The Act of 1797 has been thought to authorise postponement, as well as acceleration, but this is almost certainly wrong. And it does not authorise acceleration of the meeting of either House where both or either Houses are adjourned.

The Act of 1867 does not apply so as to authorise the termination of a Session by proclamation (whether Parliament is sitting or adjourned); and this is borne out both by the terms of section 1 and by section 2 which perhaps adds nothing to section 1. It is possible to read section 1 as making the time limit of fourteen days run not from the date of proclamation but from the previous date fixed for the meeting of Parliament, but this construction is almost certainly wrong. In 1878 the time limit was overlooked, though the error was not observed at the time.

As noted above, the Act of 1867 also authorises a proclamation to postpone the date of meeting of a new Parliament fixed by the proclamation dissolving the previous Parliament.

#### The Meeting of Parliament Act 1799

6. This Act (1799 c.14) as amended by section 2 of the Meeting of Parliament Act 1870 (c.81) authorises a proclamation bringing forward the date of meeting of Parliament when both Houses are adjourned. The power is subject to two time limits. First there must be fourteen days between the date of the proclamation and the dates to which each House stands adjourned. Secondly, the new date of meeting must be not less than six days from the date of proclamation. (Note that the text

of section 1 of the 1799 Act as currently published in Statutes in Force wrongly shows the second time limit as fourteen days instead of six. The text in vol.24 of Halsbury's Laws, 3rd ed, is correct.)

There is no power, by Act or otherwise, to prolong an adjournment.

G.E.

PARLIAMENTARY COUNSEL OFFICE

12th August 1985

Election  
1973

5/73



HOUSE OF LORDS.  
LONDON SW1A 0PW

From Sir Derek Oulton, K.C.B., Q.C.

01-219 3246

CONFIDENTIAL

6<sup>th</sup> August 1986

*New 8/8*

*Dear Mr. [unclear]*

PROCEEDINGS LEADING UP TO A GENERAL ELECTION

*at Nap*

George Engle has copied to me his letter of 29th July 1986 to you, enclosing a new draft paragraph 4 designed to become paragraph 4 of the up-dated version of Stainton's 1974 note.

I am content with the new paragraph, which accurately reflects the effect of the advice I received from the Law Officers.

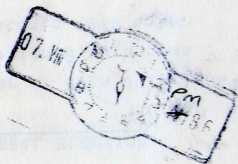
A copy of this letter goes to George Engle.

*Yours sincerely,  
[Signature]*

A.D.M. Oulton

N.L. Wicks Esq.  
10 Downing Street  
LONDON SW1





FILE  
DCA



10 DOWNING STREET

*From the Principal Private Secretary*

MR. STARK  
CABINET OFFICE

PROCEEDINGS LEADING UP TO A GENERAL ELECTION

I mentioned to you the other day the letter, now attached, which George Engle has sent me about a certain aspect of election law. You will see that this letter refers to the Cabinet Office Precedent Book, and in particular to "Stainton's 1974 note" a revised edition of which George sent you on 12 September 1985.

I believe you agreed that all the learning on General Elections should be collected together in "Procedure for General Elections" ("PGE"), and that "Stainton's note", suitably revised, ought to be included as an annex to PGE.

I am not sure how this leaves Chapter Five of the Cabinet Office Precedent Book, a document which I have not seen, nor, I think, need to. Perhaps I could leave it to you to decide how to deal with that Chapter.

But could I ask that you should send me a copy of the "updated version of Stainton's 1974 note" which George Engle sent you on 12 September 1985. Subject to checking the note, I will then proceed as he suggests.

N.L.W.

(N.L. WICKS)

4 August 1986

dg

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File  
with  
NCLW

Office of the Parliamentary Counsel 36 Whitehall London SW1A 2AY

Telephone Direct line or 210 6600  
Switchboard 01 210

N L Wicks Esq  
10 Downing Street  
London SW1

29 July 1986

Dear Nigel,

PROCEEDINGS LEADING UP TO A GENERAL ELECTION

As promised, I enclose a draft paragraph 4 designed to become paragraph 4 of the "up-dated" version of Stainton's 1974 note" which I sent Michael Stark on 12 September 1985. The Law Officers have now advised that on a dissolution of Parliament the new Parliament may be summoned, and the Writs for it may issue, while the existing Parliament is still in being, and that in these circumstances no problem arises under section 2 of the Meeting of Parliament Act 1694. *will request Jagg'd.*

2. According to Richard Hatfield's letter of 21 August 1985 to Brian Shillito, the note by this Office on proceedings leading up to a General Election has customarily been included as an annex in the Cabinet Office Precedent Book (in which Chapter Five is to some extent concerned with General Elections). We agreed this morning that there is much to be said for collecting all the learning on General Elections together in "PROCEDURE FOR GENERAL ELECTIONS" ("PGE"), which ought therefore to include the note as an annex, with perhaps a suitable reference to it in section I (if more is needed than its addition to the list of annexes which appears twice in the preliminary pages - once in the full list of Contents, and once in the summary version which precedes it). I leave it to you to decide what to do about Chapter Five of the Cabinet Office Precedent Book, a work which I have not seen. If you decide to keep something about General Elections in Chapter Five, there should presumably be a note referring the reader to PGE. *will request Jagg'd.*

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- 2 -

3. We agreed that you would begin by adding the enlarged note as an annex to PGE, and that when time allows I would work through the text of PGE with a view to suggesting amendments of those passages (and headings) which at present speak of "dissolution" on the fallacious assumption that dissolution necessarily occurs on the date of the proclamation and is therefore virtually synonymous with "the issue of the proclamation summoning a new Parliament".

4. Finally, I see no need to say anything in the note or in PGE about what, in the light of the Law Officers' advice, should be done if the 1983 situation were to recur. In my view, the solution is for the proclamation to dissolve Parliament at midnight (or any other time) on the Saturday or Sunday following the last day's sitting on the Friday, thus ensuring that neither House is sitting at the moment of dissolution. I think that any proclamation dissolving Parliament from a future date ought to specify the exact moment of dissolution (eg "We... do hereby dissolve the said Parliament at the end of [Sunday, the 15th day of September 1983]"), since to say, without more, that Parliament is hereby dissolved "on" (or "from") a specified date fails to make it clear when dissolution will occur - there being nothing equivalent to section 4 of the Interpretation Act 1978 (c.30) to provide the answer.

5. I am sending a copy of this letter and the draft paragraph to Derek Oulton, as I think that you and he (the persons principally concerned) need to be content with the new paragraph 4 before it is added to the note (in which the existing paragraphs 4 to 6 would then need to be renumbered). The next step is for the three of us to

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- 3 -

agree on the new paragraph, after which I will, if you wish, send you a fresh copy of the note with the date of the new text at the end (the present text being held on a floppy disk). This will probably have to await my return in mid-September from a spell of leave followed by a week's attendance at the Commonwealth Law Conference.

Yours ever  
George.

GEORGE ENGLE

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4. Dissolution of existing Parliament on a future date (i.e. on a date later than that of the proclamation summoning a new Parliament)

The dissolution of an existing Parliament and the summoning of a new one are effected by a single proclamation, which is normally worded ("We ... do hereby dissolve the said Parliament") so as to effect the dissolution at the moment when the proclamation is issued by being passed under the Great Seal. But the proclamation can, if desired, dissolve the existing Parliament on a future date. (In 1986, in response to an enquiry by the Clerk of the Crown in Chancery, the Law Officers confirmed that this is so, and advised that a new Parliament may be summoned, and the writs for it may issue, at a time when the existing Parliament is still in being.)

Since the time-table in the parliamentary elections rules in Part I of Schedule 1 to the Representation of the People Act 1983 runs from the date of the proclamation and not from the date of the dissolution (see the first and third entries in the time-table in paragraph 1), it is possible to dissolve the existing Parliament on a future date without affecting the date of polling day. There are two situations in which advantage could be taken of this possibility; but since keeping the old Parliament in being during the period of the election campaign means that Members seeking re-election will be campaigning as sitting Members, it seems unlikely that the Prime Minister would wish to bring about such a situation otherwise than with the agreement of all parties. The two situations are-

(A) Where extra time is needed for the conclusion of Parliamentary business.

In 1983, the choice of Thursday 9 June as polling day meant that the proclamation had to be issued on Friday 13 May. The announcement that Parliament would be dissolved on that date was made on Monday 9 May, leaving only the remaining 4 days of that week for the conclusion of outstanding Parliamentary business. Had it been agreed to prolong the life of the old Parliament by a few more days for that purpose, this could have been achieved by dissolving it from, say, midnight on Wednesday 18 May.

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(B) Where in exceptional circumstances it is desired, in the first part of the election campaign, to be able to recall the old Parliament.

If the proclamation dissolves Parliament from a future date, Parliament can meet in the interval between the issue of the proclamation and the moment of dissolution. If, where this is done, Parliament has been prorogued to a date after the dissolution, the date of meeting can be accelerated under section 1 of this Meeting of Parliament Act 1797; and if it has not been prorogued, the two Houses could be recalled under their Standing Orders (assuming - see paragraph 3 above - that the public interest requires this).

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amended 18/7/86  
(old pages retained  
until 12/3/86)

HEAD OF CONFIDENTIAL FILING - COPY NO. 1  
MR WICKS - COPY NO. 2  
MR FLESHER - COPY NO. 3  
SIR GEORGE ENGLE - COPY NO. 4  
MR STARK - COPY NO. 5

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"PROCEDURE FOR GENERAL ELECTION"

The coming into force of the provisions of the Representation of the People Act 1985 which affect the relationship between dissolution and polling day make it necessary to amend pages 1, 2 and 14 of the guidebook. I therefore enclose revised additions of these pages. Please could recipients note that the changes to pages 1, 2 and 14 are appropriate to an election only on or after 12 March 1987. It is important that the replaced pages should be retained for possible use in the event of an election before that date.

N.L.W.

(N. L. WICKS)  
16 July 1986



10 DOWNING STREET

From the Principal Private Secretary

15 July 1986

PROCEDURE FOR GENERAL ELECTIONS

Thank you for your letter of 3 July.

BF  
I will shortly circulate revisions to the relevant pages to the handbook. But before so doing, I should be glad to know that my interpretation of the amendment to paragraph 5.1 on page 2 is right. You ask that the first three lines should read:

"5.1 The rules in Part 1 of Schedule 1 to the 1983 Act (as amended by section 19(5) of, and paragraph 73 of Schedule 4 to, the 1985 Act) provide that polling day must be on the eleventh day".

In the existing version of the paragraph the first three lines read:

"5.1 The rules in Part 1 of Schedule 1 of the 1983 Act provide that polling day must be on the tenth day after the last day for the delivery of nomina-".

I take it that the whole of the first sentence of paragraph 5.1 should now read:

"5.1 The rules in Part 1 of Schedule 1 of the 1983 Act (as amended by section 19(5) of, and paragraph 73 of Schedule 4 to the 1985 Act) provide that polling day must be on the eleventh day after the last day for delivery of nomination papers, and that the last day for the delivery of nomination papers must be the sixth day after the date of the Proclamation summoning the new Parliament".

If my understanding is right, a word from your secretary to the Duty Clerk here would suffice.

So confirmed 6 July  
clerk. NW  
16.7

(N.L. WICKS)

DA

Sir George Engle, K.C.B., Q.C.



MS2CFN

# 1 CHOICE OF DATE

1. The decision to ask The Queen to dissolve Parliament and to arrange for the Election of a new Parliament on a particular day is obviously one of the decisions most personal to a Prime Minister, and will turn mainly on his judgement both of the broad public interest and of the balance of political advantage to his Party.

2. The Prime Minister may seek or require guidance from the Private Office on two aspects:

- (A) the timing of the announcement and dissolution in relation to particular poll dates;
- (B) factors affecting the choice of particular poll dates.

## (A) Relationship between the dates of announcement, dissolution and polling

3.1 It is important to bear in mind that the decision to hold a General Election should normally be taken over a month before polling day.

3.2 Briefly, the length of time between dissolution and polling day is governed by statute\* and normally works out at <sup>(23)</sup> 22 days, while the length of time between the date of announcement and dissolution is governed merely by convention and practical convenience. For the five General Elections in 1959, 1964, 1966, 1970 and 1983 the announcement was made exactly a month before polling day.

3.3 So long as the interval between dissolution and polling is governed by the present statutory arrangements, this period of just over three weeks is an irreducible minimum. For May 1979, the interval between announcement and polling day was five weeks. Following the defeat of the Government in the Commons, a further week of Parliamentary time was required to complete legislation, including a simple Budget, with Opposition co-operation: the period between dissolution and polling also had to be lengthened to take account of the Easter holiday (see paragraph 5 below). (Dates for every General Election from 1922 onwards are given in Annex A.)

### /Interval between dissolution and polling

\* (Part I of Schedule 1 of the Representation of the People Act 1983,

as amended by paragraph 73 of Schedule 4 to the Representation of the People Act 1985).

Interval between dissolution and polling

(23)

4. In certain circumstances however the length of time between dissolution and polling day is greater than ~~28~~ days. When there is any indication that the Prime Minister is considering possible dates for a General Election, the Private Office should be aware of those dates where the interval between dissolution and polling is longer than ~~28~~ days and be ready to warn the Prime Minister, in case options are closed by the passage of time without his realising it. First Parliamentary Counsel alone may be consulted: if possible, he should be asked to draw up on a contingent basis the statutory timetables for all possible polling dates within the period which the Prime Minister is considering.

(23)

(as amended by section 19(5)g, and paragraph 73 of Schedule 4 to, the 1985 Act)

5.1 The rules in Part I of <sup>element</sup> Schedule 1 of the 1983 Act provide that polling day must be on the ~~tenth~~ day after the last day for delivery of nomination papers, and that the last day for the delivery of nomination papers must be the sixth day after the date of the Proclamation summoning the new Parliament. However, in computing these dates, certain days are disregarded, i.e. Saturdays, Sundays and Bank Holidays. If there are no Bank Holidays falling within the three weeks prior to a date which is being considered for polling day, the interval between dissolution and polling day is "normal", i.e. polling day is the ~~26th~~ day after the Proclamation, not counting Saturdays and Sundays, and this works out at the ~~22nd~~ day.

23

5.2 The "abnormal" intervals occur when there is a Bank Holiday anywhere in the United Kingdom - including Northern Ireland - within the three weeks prior to polling day. Until 1969 any such Bank Holiday was - like a Sunday - ignored for the purposes of computing the interval between dissolution and polling day. Thus in 1966 dissolution had to be 21, not 20, days before polling day because March 17th, St. Patrick's Day, is a Bank Holiday in Northern Ireland (this was before the changes in the 1981 Act, and the "normal" interval between dissolution and polling day then worked out at 20 days). But since the 1969 Act it has become necessary to allow not just for the single day's holiday, but, in many cases, for a "holiday break" as defined in the Act. Thus:

17

- (a) in the case of Easter it is necessary to ignore in the computation the whole "Easter Break" as defined in the Act, i.e. "the period beginning with the Thursday before and ending with the Tuesday after Easter Day".
- (b) "The Christmas Break" means the period beginning with the last weekday before, and ending with the first ordinary day after, Christmas Day.
- (c) In the case of a Bank Holiday, such as the Spring Bank Holiday, the period to be ignored is the period from Friday to Tuesday inclusive.
- (d) In the case of any Bank Holiday which is not a Bank Holiday in England and Wales - e.g., St. Patrick's Day in Northern Ireland - the old provision for allowing just for the single day continues.

5.3 The timing rules are very relevant to any spring or early summer General Election and there is no substitute for preparing and clearing with First Parliamentary Counsel a chart on which Bank Holidays in all parts of the United Kingdom are marked and then working out the dissolution dates for all polling dates which are likely to be under consideration.

BB as footnote

AA



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FREEDOM OF INFORMATION

whether or not it was necessary to have Prorogation before dissolution

Thus, notwithstanding the views recorded in paragraphs 29 and 30 above, the position appears to be, following the events of 1979, that the Prime Minister can recommend dissolution without Prorogation and no constitutional impropriety is deemed to have occurred.

32. In other recent cases, the decision to prorogue before dissolving gave rise to no inconvenience. In 1966 and in February 1974 both Houses were sitting at the time. In 1970, neither House would have been sitting at the time of dissolution, but it was in any case necessary to ensure that they were sitting during the days preceding dissolution so as to dispose of essential and other financial business. In all these cases prorogation may not have been strictly necessary according to constitutional doctrine, but there was no disadvantage in it, and it enabled the Government, in the prorogation speech, to give a convenient summary of their work during the previous Parliamentary session. A note of the timing of the Privy Council meeting for prorogation in relation to the meeting for dissolution is at Annex F.

33. The Prorogation Order contains two dates - the date from which Parliament is to be prorogued, which is normally the same date as the dissolution date, and the date to which Parliament is to be prorogued. It seems that it is immaterial what date is chosen for the latter, provided that it is later than the date of dissolution. In recent years it seems to have become customary, when Parliament has been prorogued prior to dissolution later than that day (normally a ~~Wednesday~~ because of the customary choice of Thursday for polling and the normal 22 day interval between dissolution and polling), for Parliament to be prorogued until the Tuesday of the following week. This was raised by 10 Downing Street at the time of the 1970 dissolution both with the Clerk of the Council and with the Private Secretaries to the Chief Whip, the Leader of the House of Commons and the Leader of the House of Lords. No-one knew the reason for the conventional choice of Tuesday. Thus in 1970 when prorogation occurred on Friday, 29 May, Parliament was prorogued until Tuesday, 2 June. During the prorogation ceremony the choice of this date puzzled some members of the Lords and also the press who thought it was a mistake for 2 July, the proposed date for the State Opening. But it was explained to them that the choice of date ceases to have any significance once Parliament is dissolved.

(b) Recall of Parliament and arrangement of remaining Parliamentary business

34. If Parliament is sitting at the time when the decision to ask for a dissolution is made and will remain sitting until dissolution (as for example in 1966 and in February 1974), no problem of recall arises. It is then merely a matter of rearranging the existing time-table of Parliamentary business so that essential business is completed before dissolution. If Parliament stands prorogued as in 1950 but is prorogued until a day earlier than the proposed date for dissolution, it is merely necessary, as on that occasion, for the period of prorogation to be extended by Royal Proclamation until after the proposed date for dissolution. There can in such circumstances be no Parliamentary business requiring completion.

Enc. Wicker to Engle 15/4/86

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Office of the Parliamentary Counsel 36 Whitehall London SW1A 2AY

Telephone Direct line 01 210 6600  
Switchboard 01 210 3000

N. L. Wicks, Esq., CBE,  
10 Downing Street,  
London, SW1

3 July 1986

Dear Nigel,

PROCEDURE FOR GENERAL ELECTIONS

In my letter of 26 June 1985 to Robin Butler I undertook to report as soon as I heard from the Home Office about the coming into force of the provisions of the Representation of the People Act 1985 which affect the relationship between dissolution and polling day.

2. I enclose a copy of a letter I have now had from Richard Clayton, from which you will see that the provisions in question will apply to any election in respect of which the notice of election is published on or after 16 February 1987. Unfortunately, the way in which Article 4(4) of the (as yet unprinted) Commencement No.3 Order is drafted might cause difficulty if (rather improbably) it were decided to have polling day on Thursday 5th March 1987.

3. Under the timetable in rule 1 of the Parliamentary Elections Rules in ROPA 1983 Sch.1, the notice of election in any given constituency has to be published not later than 4 pm on the second (reckonable) day after the day on which the writ for

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that constituency is received. The writs are posted at around 3 pm on the day on which the proclamation summoning the new Parliament is made and can be expected to arrive next day, though some may arrive later. But even if they all arrive next day - and a ~~fortiori~~ if some do not - the difficulty is there.

4. Under the existing timetable, if polling day is to be on 5th March 1987, the proclamation would have to be issued on Wednesday 11 February, making polling day the sixteenth reckonable day thereafter. If a writ posted on 11 February were to arrive on Thursday 12 February, it would be open to the returning officer for that constituency to issue the notice of election at any time up to 4 pm on Monday 16 February. Thus even if all writs arrived on 12 February, some notices of election might be issued before, and others on 16 February. In these circumstances it would be impossible to say whether the provisions brought into force on that date by the Commencement No. 3 Order did or did not apply to the general election in question, and it would therefore be unsafe to treat 5 March as polling day unless every single notice of election had in fact been published before 16 February.

5. I conclude that for this reason an election with polling day on 5 March is ruled out on technical grounds - unless, that is, the Commencement No. 3 Order is amended, which as a matter of law it could be. Politically, however, this would inevitably be taken to mean that an election on 5 March 1987 was in contemplation; so the practical upshot is that an election with polling day on that date will have to be avoided.

— 6. I enclose a paper setting out afresh the asterisked textual amendments suggested in my letter to Robin dated 30 May 1985. The amendments themselves are unaltered, but I have updated the paragraph and line numbers to fit the sixth edition

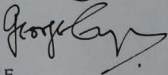
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of the handbook. An election before next February being unlikely, I suggest that you might re-issue pages 1, 2 and 14 in the form appropriate to an election on or after 12 March, with a note to the effect that the replaced pages should be retained for possible use in the event of an election before that date. For the reasons I have given, the last practicable date for polling day under the existing timetable is Thursday 26 February, and the first practicable date for polling day under the amended timetable is Thursday 12 March.

7. On the question whether the actual date of dissolution can be later than the date of the proclamation providing for the dissolution of the existing Parliament and summoning a new one (see paragraph 7 of my letter to Robin of 30 May 1985, the last paragraph of his reply of 17 June, and the third paragraph of my reply of 26 June), Derek Oulton has written to the Law Officers' Department, but has not yet received a reply. I will write about this once the legal position is clear.

*Yours Sincerely*  


GEORGE ENGLE

Enc

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Our reference  
Your reference



# HOME OFFICE

Queen Anne's Gate LONDON SW1H 9AT

Direct line 01-213 7153

Switchboard 01-213 3000

Sir George Engle, KCB, QC  
First Parliamentary Counsel  
36 Whitehall  
London SW1

25 June 1986

Dear George,

Representation of the People Act 1985: paragraph 73 of Schedule 4

I promised to let you know when paragraph 73 of Schedule 4 to the Representation of the People Act 1985 (c.50) (which alters the timetable for parliamentary elections) is to be brought into force. By Article 3 of the Representation of the People Act 1985 (Commencement No 3) Order 1986, which was made today, it comes into force on 16th February 1987 but (under Article 4(4)) does not have effect for the purposes of an election in respect of which the notice of election is published before that date. Section 19(5) of the 1985 Act (which amends the rule about computation of time at parliamentary elections) is also brought into force on 16th February 1987, subject to the same proviso.

Yours sincerely  
Richard Clayton

R J Clayton  
Legal Adviser's Branch



## CONFIDENTIAL

## PROCEDURE FOR GENERAL ELECTIONS

Changes suggested by First Parliamentary CounselChoice of date

Page 1, para 3.2. In the second line, for "22 days" substitute "23 days". ✓

Page 1, para 3.3. The words "this period of just over three weeks" were written when the normal interval was 22 days. But they seem apt enough for a normal interval of 23 days. ✓

Page 1, footnote. This should now read-

"\*(Part I of Schedule 1 to the Representation of the People Act 1983, as amended by paragraph 73 of Schedule 4 to the Representation of the People Act 1985)". ✓

Page 2, para 4. In the second and sixth lines, for "22 days" substitute "23 days".

Page 2, para 5.1. The first three lines should read-

"5.1 The rules in Part I of Schedule 1 to the 1983 Act (as amended by section 19(5) of, and paragraph 73 of Schedule 4 to, the 1985 Act) provide that polling day must be on the eleventh day". ✓

Page 2, para 5.1. In the ninth line, for "16th day" substitute "17th day"; and in the last line, for "22nd day" substitute "23rd day".

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Page 2, para 5.2 should read as follows-

A 5.2. The "abnormal" intervals occur where there is a Bank Holiday anywhere in the United Kingdom - including Northern Ireland - within the three weeks prior to polling day. Until 1969 any such Bank Holiday was - like a Sunday - ignored for the purposes of computing the interval between dissolution and polling day. Between 1969 and the coming into force of the relevant provisions of the 1985 Act it was necessary to allow not just for the single day's holiday but, in many cases, for a "holiday break" of several days\*. Now, however, thanks to the changes made by the 1985 Act, the only days that have to be allowed for, apart from the Bank Holiday itself, are Christmas Eve, Christmas Day, Maundy Thursday (ie the day before Good Friday) and Good Friday\*. A

Page 2, insert footnote as follows-

B \*These "holiday breaks" were-

- (a) the Easter break - ie the period beginning with the Thursday before and ending with the Tuesday after Easter Day;
- (b) the Christmas break - ie the period beginning with the last weekday before, and ending with the first ordinary day after, Christmas Day;
- (c) in the case of a Bank Holiday such as the Spring Bank Holiday, the period from Friday to Tuesday inclusive.\* B

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**CONFIDENTIAL**Action before election announcement

Page 14, para 33. The normal interval between dissolution and polling is to become 23 days (see para 5.1, last sentence, as amended), which means that dissolution will normally occur on a Tuesday for a Thursday polling day. So the parenthesis which begins in the eighth line should read-

"(normally a Tuesday because of the customary choice of Thursday for polling day and the normal twenty-three day <sup>✓</sup>interval between dissolution and polling)".

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10 DOWNING STREET

From the Principal Private Secretary

HEAD OF CONFIDENTIAL FILING - Copy No.1  
MR BUTLER - Copy 2  
MR FLESHER - Copy No.3.  
SIR GEORGE ENGLE - Copy No.4  
MR HATFIELD - Copy No. 5

— Page 7 substituted.  
on 17/7 [Signature]

"PROCEDURE FOR GENERAL ELECTIONS"

Could you please substitute the revised Page 7 below  
in your copy of the sixth edition of the "Procedure for  
General Elections". This takes account of the abolition, in  
the Local Government Bill, now awaiting Royal Assent, of the  
GLC and Metropolitan County Councils on 1 April, 1986.

FERB

16 July, 1985

## Electoral Register

15. Under Part I of the Representation of the People Act 1983, the last date for publishing the new Register in any year is 15 February; 16 February is the earliest date for a poll on the basis of the new Register, and the previous 10 October is the qualifying date for that Register. Up-to-date and detailed advice should however always be sought on this from the Home Office.

### Local Government and European Assembly Elections

16.1

~~16.1~~ ~~(i)~~ The rules governing the timing of local government elections are complex and advice should be sought from the Home Office in relation to England and Wales and from the Scottish Office in relation to Scotland.

*Take in redraft*

(a) All local Government elections in England and Wales are held on the first Thursday in May. The date can be varied by order under section 43 of the Local Government Act 1972. This Act introduced new arrangements, which are gradually taking effect, for the timing of local Government elections. The broad pattern is as follows: County Council elections and elections to the Greater London Council take place every four years (1977, 1981, 1985, etc) and one third of the members of the Metropolitan District Councils in England come up for re-election every year, except years in which County Council elections are held. From 1979 onwards, non-Metropolitan District Council elections will take place either at four year intervals or in thirds every year except years when County Council elections are being held. It is for each Council concerned to opt for one or the other. Elections to the London Borough Councils take place in 1978 and every fourth year thereafter. These elections are on a whole Council basis. From 1979 onwards, Parish and Community Council elections will take place every four years.

(b) In Scotland, the timing of local government elections is governed by sections 4 and 8 of the Local Government (Scotland) Act 1973. These elections are held on the first Tuesday in May. Elections to regional and islands councils take place in 1982 and every fourth year thereafter, and elections to district councils take place in 1980 and every fourth year thereafter.

16.2

~~16.2~~ ~~(i)~~ European Assembly Elections. European Assembly Elections take place every five years, on a date in May or June.

*all*

16.3 The timing of these elections is a factor in the choice of date for a spring or early summer General Election. In the past, it has been assumed that a Prime Minister would wish to avoid holding significant local elections on the same day as the General Election, or in the week or two preceding it. In 1979, following the defeat of the Government, the Prime Minister had no option but to hold an Election close to the date of the local elections. He was advised by his colleagues that in these circumstances it would be preferable

/ to hold



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16 July 1985

F E R Butler Esq  
Prime Minister's Office  
No 10 Downing Street  
SW1

Dear Robin,

PROCEDURE FOR GENERAL ELECTIONS

The Local Government Bill, now awaiting Royal Assent, abolishes the GLC and the metropolitan county councils on 1st April 1986. I enclose a revised version of paragraph 16(i)(a) of the guide, which I think you can issue as soon as you like.

If you are re-issuing the whole of page 7, you should, I think, omit "16" before "(ii)" in paragraph 16. And if line 8 from the bottom of the page were to read "The timing of all these elections", it would be clearer that the last paragraph is not confined to European Assembly Elections. You might also, as in paragraph 3, renumber paragraph 16(i) as 16.1; paragraph 16(ii) as 16.2; and the final paragraph ("The timing.... ") as 16.3.

Yours ever  
*George*

GEORGE ENGLE

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- (a) All local government elections in England and Wales are held on the first Thursday in May. The date can be varied by order under section 37 of the Representation of the People Act 1983. County council elections take place every four years (in 1989, 1993 etc) and one-third of the members of metropolitan district councils come up for re-election every year except years in which county council elections are held. Non-metropolitan district council elections take place either at four year intervals (in 1987, 1991 etc) or in thirds every year except years when county council elections are held. It is for each council concerned to opt for one or the other. Elections to the London borough councils take place every four years (in 1986, 1990 etc). These elections are on a whole council basis. Elections to the Inner London Education Authority take place in the same years as those for the London borough councils. Parish and community council elections take place every four years (in 1987, 1991 etc).





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5 July 1985

F E R Butler Esq  
10 Downing Street  
SW1

*No need to reply.*

*Dear Robin,*

*FERB*

PROCEDURE FOR GENERAL ELECTIONS

*file with it*  
Thank you for your letter of 3 July enclosing improved copies of pages 12-17 and 22-24. I am having the replaced pages shredded.

*Certainly  
";" has  
dropped  
out.*  
I now see that paragraph 27 mentions the 1983 dissolution without prorogation. In line 7 of that paragraph, has "; and" dropped out after "complication"?

I have a revised version of paragraph 16(i)(a) ready to send you as soon as the Local Government Bill is sure of enactment.

*Yours ever*

*George*

GEORGE ENGLE

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Election - '83 election - 5/83



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10 DOWNING STREET

From the Principal Private Secretary

3 July 1985

PROCEDURE FOR GENERAL ELECTIONS

Thank you for your letter of 26 June.

I did not mention in paragraph 31 that dissolution without prorogation occurred in 1983 but it is mentioned in paragraph 27.

I will look forward to hearing from you further when you have heard from the Home Office about the date to bring into force the provisions of the Representation of the People Act 1985.

I apologise for the photocopying. I am enclosing new copies of pages 12-17 and 22-24.

Sir George Engle, K.C.B., Q.C.

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Office of the Parliamentary Counsel 36 Whitehall London SW1A 2AY

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Switchboard 01 273 3000

26 June 1985

Robin Butler Esq  
10 Downing Street  
LONDON  
SW1

Dear Robin,

PROCEDURE FOR GENERAL ELECTIONS

Thank you for your letter of 17 June enclosing one copy of the sixth edition of the guide. (I have caused my previous copy to be destroyed.)

This embodies all the non-asterisked textual amendments suggested by me; but paragraph 31 still does not mention that dissolution without prorogation occurred in 1983.

I have written to the Home Office, asking them to notify me as soon as they decide to make an order bringing into force the provisions of the Representation of the People Act 1985 which affect the relationship between dissolution and polling. I will let you know what is afoot whenever I hear from them. I will let you have a revised version of paragraph 16(i)(a) in due course.

What you say in the last paragraph of your letter is correct - though, as I said in paragraph 7 of my letter of 30 May, there is a technical difficulty (currently under consideration) which appears to preclude any interval between the date of the Dissolution Council and the date of dissolution. If and when a solution of the

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Election May 1983  
Gen. Election



technical difficulty is found, we will have to consider what changes ought to be made in the guide. Paragraph 3.2 is obviously a candidate.

Finally, I should perhaps mention the dimness of the photocopying in several places in my copy of the sixth edition - e.g. the bottom of pages 12 to 17 and 22 to 24. I hope the next edition will be more legible.

Yours sincerely

GEORGE ENGLE



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10 DOWNING STREET

*From the Principal Private Secretary*

HEAD OF CONFIDENTIAL FILING - Copy No. 1

MR. FLESHER - Copy No. 3

SIR GEORGE ENGLE - Copy No. 4

MR HATFIELD - Copy No. 5

I attach your copy of the sixth edition of the "Procedure for General Elections" - the handbook containing the accumulated wisdom on the calling and holding of General Elections.

This version was prepared in June 1983, but it has just come to my notice that it was not circulated at that time to the holders of other copies.

This delay enables me to notify you that we already know that, when the various parts of the Representation of the People Act 1985 come into force, further important changes will be required. Most of that Act is expected to come into effect in September or October of this year, but certain parts (including those affecting the timetable of dissolution and polling and thus having the greatest effect on this guide) will on present plans not come into force until 16 February 1987. I am therefore circulating this guide in its present form, but I should be grateful if recipients would ensure that this note is held with the guide to remind readers that further amendments will be coming along in due course.

17 June 1985



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10 DOWNING STREET

*From the Principal Private Secretary*

17 June 1985

**PROCEDURE FOR GENERAL ELECTIONS**

Thank you for your letter of 30 May enclosing further amendments to our guide to the Procedure for General Elections.

Your letter has brought to light that, although the sixth edition was indeed produced as promised in my letter of 2 June 1983, it was given to nobody but me.

I have now had to decide what to do about amending it further, bearing in mind that the asterisked amendments in the attachment to your letter will not come into effect until some date in the future. I have decided that the best thing to do is to circulate the sixth version including the unasterisked amendments - i.e. those that are already in force - so that everybody has a version which is right at this moment; and to hold back the asterisked amendments, particularly since virtually all of them - i.e. those affecting the timetable - are not on present form expected to come into effect until February 1987. In the meantime it seemed to me to be important to make available a version which is currently correct but to warn those concerned that further changes are on the way. I have therefore circulated the sixth edition under the attached cover note which I enclose with your copy.

Since the Home Office do not receive a copy of this guide, I would be grateful if I could continue to use you as our guide and mentor on it. Could I therefore please look to you to let me know when the asterisked amendments should be introduced and (if it is not too much trouble) to let me have a revised version of paragraph 16(i)(a) when the Local Government Bill becomes law.

I agree with you that it is not necessary to make an amendment to cover the provision for the demise of the Crown. That is not a sufficiently standard event to make it necessary to include a reference in a guide to normal procedure.

The point you raise in paragraph 7 seems to me (if I understand it correctly) to have important implications. If the timetable for a polling day runs from the date of the proclamation dissolving the existing Parliament and summoning the new one, and the proclamation can provide for

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-2-

the dissolution of Parliament on a future date, it appears to follow that the interval between dissolution and polling day could be less than 22 (or 23) days. Indeed the date of actual dissolution could become a moveable feast. This would require an amendment to para 3.2 and would have an important practical effect on the Government's completion of its business before a General Election. But perhaps I am reading more into Part I of Schedule I of the Representation of the People Act 1983 than I should?

Sir George Engle, K.C.B., Q.C.

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FERB DJr



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F E R Butler Esq  
10 Downing Street  
SW1

30 May 1985

Dear Robin,

PROCEDURE FOR GENERAL ELECTIONS

In my letter to you of 1 June 1983 I listed a number of passages that needed altering in the light of the 1983 general election. In your reply of 2 June 1983 you said you would send me a revised version, incorporating the amendments in my letter, when the election was over; but this has yet to materialise.

2. This Session's Representation of the People Bill is now waiting for Third Reading in the Lords, and it can safely be assumed that the provisions affecting sections I and II of the guide will be enacted in their present form (ie as in the print of the Bill as amended on Report in the Lords).

3. I enclose a revised and enlarged list of suggested changes in those sections of the guide. Those preceded by an asterisk will need to be made in due course (see paragraph 4 below). The rest have occurred to me on re-reading sections I and II. The list, which supersedes the first (but not the second) page of my letter of 1 June 1983, sets out my suggestions for bringing the text of the fifth edition up to date - treating that text as including the revised version of pages 1 and 2 of section I which Clive Whitmore sent me on 16 July 1982.

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2.

4. As regards the asterisked entries I say "in due course" since I understand from the Home Office that whereas most of the new Act will be brought into force in September or October 1985, the provisions about overseas electors are not expected to be brought into force until September or October 1986 - while the provisions about absent voting, along with the provisions affecting the relationship between dissolution and polling (and thus sections I and II of the guide), will on present plans not come into force until 16 February 1987, the date from which a new electoral register will operate. I do not know what plans the Home Office have in mind in the event of a general election before that date.

5. Paragraph 16 of the guide will need to be revised in the light of this Session's Local Government Bill, as finally enacted. I can, if you wish, provide a revised version of paragraph 16(i)(a) when the time comes; but you may prefer to consult the Home Office direct.

6. Section 20 of the Representation of the People Act 1985 (as will be) makes new provision about what happens if there is a demise of the Crown after a new Parliament has been summoned. I doubt if there is any point in mentioning this in the guide since, broadly speaking, the effect will be to postpone the whole election timetable (including the date on which the new Parliament is to meet) by 14 days.

7. Paragraph 26(a) says that the Dissolution Council "must, under the terms of the Representation of the People Act [1983], take place on the date of dissolution". This is incorrect. Under paragraph 1 of Schedule 1 to the 1983 Act, the date of polling day depends on the date of issue of the proclamation summoning the new Parliament - see column 2 of the entry "Issue of writ". Thus the Dissolution Council - ie the meeting of the Privy Council at which the proclamation dissolving the existing Parliament and summoning a new one is issued - must take place on whatever day is

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3.

necessary to cause polling day to fall on the desired date. But it is possible (subject to a technical difficulty which is under consideration by Derek Oulton, the Clerk of the Parliaments and myself) for this proclamation to provide for the dissolution of Parliament on a future date - in which case the Dissolution Council would not take place on the day of dissolution. I have made a note to write to you again about this paragraph if and when a solution of the technical difficulty has been found. Meanwhile, it should, I think, stay as it is.

Yours sincerely  
George Engle

GEORGE ENGLE

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12/46

PROCEDURE FOR GENERAL ELECTIONS

Changes suggested by First Parliamentary Counsel

Choice of date

\*Page 1, para 3.2. In the second line, for "22 days" substitute "23 days".

\*Page 1, para 3.3. The words "this period of just over three weeks" were written when the normal interval was 22 days. But they seem apt enough for a normal interval of 23 days.

\*Page 1, footnote. This should now read -

"\*(Part I of Schedule 1 to the Representation of the People Act 1983, as amended by paragraph 73 of Schedule 4 to the Representation of the People Act 1985)".

\*Page 2, para 4. In the second and sixth lines, for "22 days" substitute "23 days".

\*Page 2, para 5.1. The first three lines should read -

"5.1 The rules in Part I of Schedule 1 to the 1983 Act (as amended by section 19(5) of, and paragraph 73 of Schedule 4 to, the 1985 Act) provide that polling day must be on the eleventh day".

\*Page 2, para 5.1. In the eleventh line, for "16th day" substitute "17th day"; and in the last line, for "22nd day" substitute "23rd day".

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\*Page 2, para 5.2 should read as follows -

"5.2. The "abnormal" intervals occur where there is a Bank Holiday anywhere in the United Kingdom - including Northern Ireland - within the three weeks prior to polling day. Until 1969 any such Bank Holiday was - like a Sunday - ignored for the purposes of computing the interval between dissolution and polling day. Between 1969 and the coming into force of the relevant provisions of the 1985 Act it was necessary to allow not just for the single day's holiday but, in many cases, for a "holiday break" of several days\*. Now, however, thanks to the changes made by the 1985 Act, the only days that have to be allowed for, apart from the Bank Holiday itself, are Christmas Eve, Christmas Day, Maundy Thursday (ie the day before Good Friday) and Good Friday."

\*Page 2, insert footnote as follows -

"\*These "holiday breaks" were -

- (a) the Easter break - ie the period beginning with the Thursday before and ending with the Tuesday after Easter Day;
- (b) the Christmas break - ie the period beginning with the last weekday before, and ending with the first ordinary day after, Christmas Day;
- (c) in the case of a Bank Holiday such as the Spring Bank Holiday, the period from Friday to Tuesday inclusive."

→ Page 3, para 6. In the tenth line, for "1949" substitute "1983".

→ Page 4, para 8. In the eighth line, for "and again in September 1974)" substitute "  
", in September 1974 and in 1983)".

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12/46

→ Page 5, para.12. In the fourth line, for "Under section 7 of the Parliament Act 1911," substitute "Under the Septennial Act 1715 as amended by section 7 of the Parliament Act 1911,".

X Page 5, para 13. In the fifth line, leave out "June (1970)", and at the end of the sixth line insert "and June (1970 and 1983)".

X Page 7, para 15. In the first line, for "Under the Electoral Registers Acts of 1949 and 1953" substitute "Under Part I of the Representation of the People Act 1983".

X Page 10, para 21. In the fourteenth line, for "(as in 1970)" substitute "(as in 1970 and 1983)". In the sixteenth line, for "(6 May in 1955 and 29 May in 1970)" substitute "(6 May in 1955, 29 May in 1970 and 13 May in 1983)".

## Action before election announcement

→ Page 12, para 26(a), in the fourth line for "1949" substitute "1983".

X Page 14, para 32. At end, mention that dissolution without prorogation occurred in 1983.

- \* Page 15, para 36. The normal interval between dissolution and polling is <sup>to become</sup> ~~now~~ 23 days (see para 5.1, last sentence, as amended), which means that dissolution will normally occur on a Tuesday for a Thursday polling day. So the parenthesis which begins in the eighth line should read -

"(normally a Tuesday because of the customary choice of Thursday for polling day and the normal twenty-three day interval between dissolution and polling)".

→ para 31 **CONFIDENTIAL**



CF  
1  
PPS R

Office of the Parliamentary Counsel 36 Whitehall London SW1A 2AY

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19 July 1984

T J Flesher Esq  
10 Downing Street  
SW1

Dear Flesher

ELECTIONS: CHRISTMAS AND BANK HOLIDAY BREAKS

In December 1978 Henry Rowe sent Nick Sanders a paraphrase of what was then rule 2(3) in Schedule 2 to the Representation of the People Act 1949, as amended, and is now rule 2(3) in Schedule 1 to the Representation of the People Act 1983.

I have just spotted that, in sub-paragraph (c) of Rowe's paraphrase, the words "the last ordinary day after the bank holiday" should of course read "the first ordinary day after the bank holiday".

I enclose a copy of the paraphrase in which this error has been corrected. As Rowe mentioned in his original letter, the paraphrase does not dispense with the need to check one man's computation against another's in every case.

Yours sincerely

GEORGE ENGLE

Enc

(3) In this rule -

- (a) "the Christmas break" means the period beginning with the last week day before and ending with the first ordinary day after Christmas Day;
- (b) "the Easter break" means the period beginning with the Thursday before and ending with the Tuesday after Easter Day; and
- (c) "a bank holiday break" means, in the case of a bank holiday falling within paragraph (4) below, the period beginning with the last week day before and ending with the first ordinary day after the bank holiday and, in the case of a bank holiday not falling within paragraph (4) below, that bank holiday.

In this paragraph "ordinary day" means a weekday which is not a bank holiday.

(4) The bank holidays falling within this paragraph are New Year's Day and any bank holiday in England and Wales which is not included in the Christmas break or the Easter break.





Prime Minister

4  
You may be interested to see  
that the Home Secretary has agreed to  
repeal ~~the 1797 Act~~ the legislation which  
regains the old Parliament to be recalled if the ~~Sovereign~~ Monarch  
dies between dissolution  
and the meeting of  
the new Parliament.

QUEEN ANNE'S GATE LONDON SW1H 9AT

26 July 1983

FERB

26.7

2 Michael  
Thank you for your letter of 6 July about the Meeting of Parliament Act 1797.

I agree that it would be wise to repeal sections 3, 4 and 5. But there is the question of how to ensure the quiet repeal you favour. The introduction of a single issue Bill to effect it, or its inclusion in a wider Bill to which it bore only a tenuous connection would attract publicity and inevitably lead to speculation over the reasons for introducing it. When the issue was last reviewed here in 1980 officials took the view that an amendment to the Act might best be achieved within the context of the Representation of the People legislation which at that time was provisionally planned. In the end, as you know, it was decided not to introduce major legislation on electoral matters last Parliament.

Whilst I have so far made public no commitment to Representation of the People legislation it seems highly likely in view of our public stance on such issues as votes for holidaymakers and British citizens abroad that there will be some sort of Bill later on in this Parliament. This should provide the vehicle for making the necessary changes to the Meeting of Parliament Act.

h We shall also need to consider what, if anything, needs to go in place of the 1797 provisions. It seems clear that if the Sovereign dies after the election it should be the new Parliament which meets. But if the Sovereign dies immediately before the election do we still want it to go ahead? Political campaigning might not be proper at such a time and it might be better to cancel or postpone the election. But, on the other hand, would be prepared to accept the political uncertainty that that might cause? These are some of the issues we should need to address if we decided to go ahead with legislation. I will ask officials to prepare a paper examining the options.

I am copying this letter to the Prime Minister.

ELECTION: 1983 General Election  
May 1983

26 JUL 1983

11 12 1 2 3 4  
5 6 7 8 9 10

MEETING OF PARLIAMENT ACT 1797

I am aware of the provisions of Section 3 of the Parliament Act 1797. This legislation is out-of-date and we are considering how it should be amended. I hope that we shall be able to amend it in the course of this Parliament.



From: THE PRIVATE SECRETARY

*de Br*



HOME OFFICE  
QUEEN ANNE'S GATE  
LONDON SW1H 9AT

27 July 1983

*Dear Robin,*

Thank you for your letter of 21 July enclosing copies of correspondence which Mr John Butcher has had with Buckingham Palace and the Home Office about the Meeting of Parliament Act 1797.

An official got in touch with Mr Butcher who said that he would be meeting lobby correspondents at 7 pm today. He will not now be issuing a press release. The official failed to persuade him not to go ahead with his meeting of lobby correspondents but Mr Butcher is to meet the official on 4 August.

It is possible that there will be questions from the press following Mr Butcher's briefing of lobby correspondents and the Home Secretary has agreed the following line for reply:

The Government is aware of the provisions of section 3 of the Meeting of Parliament Act 1797. *He has*  
and is actively considering amending it. There are a number of complex and sensitive issues here which have to be carefully examined.  
[If pressed to give examples: If the Sovereign died after the dissolution of Parliament but before the holding of a general election would it be proper to continue with the election in a period of official mourning? On the other hand, cancelling or postponing an election might prolong political uncertainty.]

... I attach a background note about section 3 of the Meeting of Parliament Act 1797.

*Yours ever,*

*Tim Rawsthorne*

A R RAWSTHORNE

F E R Butler, Esq

## BACKGROUND NOTE: SECTION 3, MEETING OF PARLIAMENT ACT 1797

Section 3 of this Act (37 Geo 3.c.127) states that:

"And ... in case of the demise of his Majesty, his heirs or Successors, subsequent to the dissolution or expiration of a Parliament, and before the day appointed by the writs of summons for assembling a new Parliament, then and in such case the last preceding Parliament shall immediately convene and sit at Westminster and be a Parliament, to continue for and during the space of six months and no longer, to all intents and purposes as if the same Parliament had not been dissolved or expired, but subject to be sooner prorogued or dissolved by the person to whom the Crown of this realm of Great Britain shall come, remain and be, according to the Acts for limiting the settling the succession to the same".

2. Erskine May summarises the relevant provisions of the 1797 Act as follows:

"... in case of the demise of the Crown after the dissolution or expiration of a Parliament, and before the day appointed by the writs of summons for assembling a new Parliament, the last preceding Parliament is immediately to convene and sit at Westminster, and be a Parliament for six months, subject in the meantime to prorogation or dissolution. In the event of another demise of the Crown during this interval of six months, before the dissolution of the Parliament thus revived, or before the meeting of a new Parliament, it is to convene again and sit immediately, as before, and to be a Parliament for six months from the date of such demise, subject, in the same manner, to prorogation or dissolution. If the demise of the Crown should occur on the day appointed by the writs of summons for the assembling of a new Parliament, or after that day and before it has met and sat, the new Parliament is immediately to convene and sit ...".

3. In effect this means that if The Queen had died between the dissolution of the old Parliament on 13 May and the General Election on 9 June then the election would have been cancelled and the old Parliament reconvened. If The Queen had died after 9 June and before the assembling of the new Parliament then the old rather than the new Parliament would have assembled and the election result voided.

ELECTION : General election: May 83

27 JUL 1983



|  |                                  |
|--|----------------------------------|
| DEPARTMENT/SERIES  | Date and<br>sign                 |
| PIECE/ITEM .....<br>(one piece/item number)  |                                  |
| Extract details:<br><i>Letter and compliments slip sent from Fellows to<br/>Butcher dated 22 July 1983</i> |                                  |
| CLOSED UNDER FOI EXEMPTION .....<br><i>42, 41(1),<br/>40(2), 41</i>  |                                  |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958  | <i>17/1/18<br/>Mr. [unclear]</i> |
| TEMPORARILY RETAINED   |                                  |
| MISSING AT TRANSFER  |                                  |
| NUMBER NOT USED  |                                  |
| MISSING (TNA USE ONLY)   |                                  |
| DOCUMENT PUT IN PLACE (TNA USE ONLY)   |                                  |



10 DOWNING STREET

*From the Principal Private Secretary*

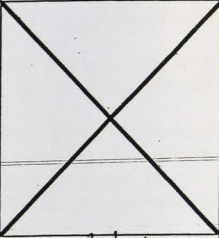
21 July 1983

I attach a self-explanatory exchange about correspondence addressed to them by Mr. John Butcher about the Meeting of Parliament Act 1797, on which the Attorney General wrote to the Home Secretary on 6 July. Mr. Butcher is a persistent correspondent on this matter, who will be known to the Home Office and his threat to issue a press release was contained in a letter of 24 June to Mr. Weatherill of your general department, of which I also attach a copy. This threat is no doubt designed to put pressure on the Government to say that an amendment to the law will be introduced. Nevertheless, it would be better if we could continue to avoid publicity for this provision of the 1797 Act, and I wonder if it would be worthwhile for somebody to try to persuade Mr. Butcher to postpone issuing his press release pending the outcome of the Home Secretary's consideration of the possibility of repeal?

E. E. R. BUTLER

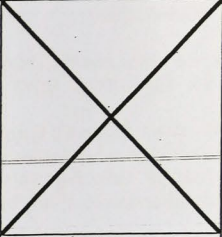
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FREEDOM OF INFORMATION  
ACT 2000

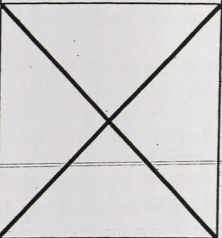
Tony Rawsthorne, Esq.,  
Home Office.

|   |   |
|---|---|
| DEPARTMENT/SERIES ..... <i>PREM 19</i> .....<br>PIECE/ITEM ..... <i>1735</i> .....<br>(one piece/item number) | Date and<br>sign  |
| Extract details:<br><i>letter from Butler to Fellowes dated 20 July 1983</i>                                  |  |
| CLOSED UNDER FOI EXEMPTION ..... <i>40(1)(b)</i> .....<br><i>40(2); 41</i>                                    | <i>17/1/18</i><br><i>Mr. Mr.</i>  |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958   |   |
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# A The National Archives

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|---|---|
| DEPARTMENT/SERIES ..... <i>Remia</i> .....<br>PIECE/ITEM ..... <i>1735</i> .....<br>(one piece/item number) | Date and<br>sign  |
| Extract details:<br><i>Letter from Robert Fellowes to Butler dated<br/>18 July 1983</i>                     |  |
| CLOSED UNDER FOI EXEMPTION ... <i>40(1), (1)</i><br><i>40(2), 41</i>  | <i>17/1/18</i><br><i>mi'hu</i>  |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958   |   |
| TEMPORARILY RETAINED  |   |
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|--|---|
| DEPARTMENT/SERIES<br><i>REM 19</i><br>PIECE/ITEM .....<br><i>1735</i><br>(one piece/item number) | Date and<br>sign  |
| Extract details:<br><i>Letter from Butcher to Philip Moore dated</i><br><i>11 July 1983</i>      |  |
| CLOSED UNDER FOI EXEMPTION .....<br><i>40, 4(1)</i><br><i>40(2); 41</i>                          | <i>17/1/18</i><br><i>M. M. M.</i>   |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958                                    |   |
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| MISSING AT TRANSFER  |   |
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John Butcher Esq  
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Wilmslow Park  
Wilmslow  
Cheshire  
SK9 2DN

Your reference

Our reference

Date

7 July 1983

Dear Mr Butcher

Thank you for your further letter of 24 June about section 3 of the Meeting of Parliament Act 1797.

I note your views, but I have nothing to add to my letter of 26 May.

Yours sincerely

Richard Weatherill

R J WEATHERILL



Michael Alison, M.P.,  
Parliamentary Private Secretary to the Prime Minister,  
10 Downing Street,  
London SW1

2 July 1983

Thank you for your letter which bears the date 26th June and which reached here after I left early on 27 June. I can only imagine that the date shown on your letter was an error, as the State Opening of Parliament to which your letter refers in the past tense took place on 22 June.

I am greatly relieved, as I am sure that you are, that the Queen was able to perform this important task and that the "remote but very grave risk" to which I referred in my letter of 9 May to your predecessor never materialised.

Your letter crossed with the one I wrote on 24 June to the Official at the Home Office who wrote to me on 26 May. In his letter he referred to the Meeting of Parliament Act 1977, whereas the date of the Act was 1797, and I see that you also confuse the dates. I am most anxious that early steps be taken to deal with this minor, but potentially very serious, matter.

Yes - the Prime Minister did successfully fight a splendid campaign. I am sure that all of us who played a role in that campaign were inspired by her leadership. At the outset she foretold of troubled waters in the middle of the campaign. That they never occurred is due to first class navigation. I hope you enjoy your time as her P.P.S.

John Dutcher

R.J. Weatherill, Esq.,  
Home Office,  
Queen Anne's Gate,  
LONDON SW1H 9AT

24 June 1983

Dear Mr. Weatherill,

Thank you for your letter ref. LON/80 3/4/1, dated 26 May.

I am, of course, very pleased that no attempt was made on the Queen's life during the period when Parliament was dissolved recently. However I can see no valid reason for allowing the risk posed by the 1797 (not 1977 as you stated) Act to occur again.

In the letter which I sent to the Prime Minister's then P.P.S. on 9 May I mentioned that I was trying to find out if there was any mature parliamentary democracy with a similar legal provision regarding its head of state.

On 22 April I sent a circular letter to the Ambassadors and High Commissioners of the following countries :

|           |               |                |
|-----------|---------------|----------------|
| Australia | Belgium       | Canada         |
| Denmark   | France        | (west) Germany |
| India     | Ireland       | Italy          |
| Japan     | Netherlands   | New Zealand    |
| Norway    | South Africa  | Spain          |
| Sweden    | United States |                |

*including* i.e. the six other European monarchies and seven countries over which a British monarch ruled or still rules.

My letter asked five questions, four of which were a blind to obscure the one to which I really wanted an answer - "Under what circumstances can an election (to your country's main legislative body) be postponed from either the predetermined date, or the date that has been chosen ?". The other four questions also related to such elections.

I have now received replies from all the Embassies and High Commissions and none of them report a provision for the postponement of an election because of the death of the head of state. I would gladly let you have sight of my file, which weighs  $4\frac{1}{2}$  lbs. if you want, and if you agree to return it.

It seems clear to me that there is no need to replace Sections 3, 4 and 5 of the 1797 Act - just get Parliament to repeal them. It also seems clear to me that the best time to do this is now, i.e. soon after a general election and four or five years before the next one.



It also seems clear to me that this matter has not been handled at all well. Firstly my correspondence bears out my contention that there has been a lack of concern about it in official quarters. Secondly, you tell me that it has been reviewed on a number of occasions since the Second World War - and is still under consideration.

In the interests of the Queen's safety I consider that there is a need for a public debate on this matter. I shall therefore be issuing a press release about it on 27 July 1983 unless I receive by then a letter signed by a Cabinet Minister stating that the Government will move the repeal of this legislation within the next year.

I am particularly surprised at the fact that no valid reason has yet been given to me for not repealing the legislation. In my opinion there is none.

Yours sincerely,

John Butcher



Received 27 June 83

10 DOWNING STREET

20th June 1983

Dear Mr Butcher,

I have recently taken over as the Prime Minister's Parliamentary Private Secretary; and I know that you raised, before the Election, the sensitive question of what might happen should the monarch die during the Election Campaign.

I have also had a sight of the reply sent to you on May 26th by an Official at the Home Office; I note from this that your prompting has revealed that some further consideration is being given to the amendment of the Meeting of Parliament Act 1977.

I am greatly relieved, as I am sure that you are, that we are now in calmer waters, the Prime Minister having successfully fought the splendid Campaign which has resulted in the opening of a new Parliament this week.

Yours sincerely  
Michael Alison

MICHAEL ALISON

John Butcher Esq





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SK9 2DN

Your reference

Our reference

LXN/80 3/4/1

Date

26 May 1983

Dear Mr Butcher

The Home Office has been asked to consider your further letter of 7 March to the Prime Minister insofar as it relates to section 3 of the Meeting of Parliament Act 1977. I am sorry that you have not received an earlier reply.

We appreciate the concern which has prompted you to write. I can assure you, however, that the Home Office is fully aware of the potential danger of public discussion of the provisions of section 3. The continuing need for the section has been reviewed on a number of occasions since the Second World War and the Home Office and the Attorney General's Department are currently considering the possibility of amending it. As you will appreciate, this is a complex constitutional matter and considerable thought will need to be given to the provisions which might replace section 3.

Yours sincerely

Richard Weatherill

R J WEATHERILL

(a principal in the General Dept.)



10 DOWNING STREET

13th May 1983

Mr. T. H.

Thank you for your letter of 9th May.

I have tracked down a copy of your letter to the Prime Minister dated 7th March 1983.

I apologise for the fact that you have not received a reply to that letter. You certainly should have done.

I am looking into this as a matter of urgency and will write to you again as soon as possible.

With renewed apologies and with best wishes.

IAN GOW

John Butcher Esq

*John Butcher*  
*Esq*



7 BLENHEIM CLOSE, WILMSLOW PARK, WILMSLOW, CHESHIRE SK9 2DN.  
Tel: Wilmslow (0625) 532788

Ian Gow, M.P.,  
Parliamentary Private Secretary to the Prime Minister,  
10 Downing Street,  
LONDON SW1

9 May 1983

I am writing to you at the suggestion of Sir Harry Boyne. You may recall that we last met on 3 December 1981 with the Prime Minister at Number Ten following the Crosby by-election in which I was the Conservative candidate.

My reason for writing now is to draw your attention to a remote, but very grave risk, posed during the next few weeks. Were it to materialise it would probably result in the Prime Minister having to resign.

Under Section 3 of the Meeting of Parliament Act 1797 the present Parliament would have to reassemble were the Queen to die between its dissolution on 13 May and the date fixed for the meeting of the next Parliament, 16 June. If her death were to occur prior to 9 June the general election would presumably have to be cancelled. If it were on or after 9 June, but before 16 June, it would be possible for the present Parliament to reassemble and enact that the results of the election operate to form the next Parliament.

I am trying to find out if there is any mature parliamentary democracy with a similar legal provision regarding its head of state, but have not yet found one. I can see no need to retain this obsolete provision in view of the considerable risk which it poses to the Queen's life.

Any terrorist group which knows of this law would be able to create the maximum consternation if they were to assassinate the Queen between 13 May and 9 June. The Queen is due to be in Sweden on her State Visit from 25 to 28 May and will not then be under the protection of the British Government.

I suggest that Sections 3, 4 and 5 of the 1797 Act be repealed by a short Act this week, and feel sure that it would receive all party support.



I did write to the Prime Minister about this on 22 July 1982, but the reply (POL/82 480/1/16) which I received from the Home Office gave me no confidence that the matter was being considered with the seriousness which I believe it deserves. I therefore wrote again to the Prime Minister on 7 March, but regret that I have received no indication that any action is being taken in the light of what I have said.

The sole consideration should be the protection of the lives of the Queen and her successors. I urge you to have this matter reviewed at the highest level.

May I take this opportunity of asking you to accept on behalf of the Prime Minister my very best wishes for a resounding victory on 9 June and success in the years to come.

John Butcher



10 DOWNING STREET

17 March 1983

Dear Mr Butcher

The Prime Minister has asked me  
to thank you for your recent letter.

Yours sincerely

*B. N. Cross*

J Butcher Esq  
7 Blenheim Close  
Wilmslow Park  
WILMSLOW  
Cheshire  
SK9 2DN



The Rt. Hon. Margaret Thatcher, M.P.,  
Prime Minister,  
10 Downing Street,  
London SW1

7 March 1983

One of the problems about warning the Government of a risk - albeit a remote one - is that one is anxious not to appear to be over-stating the argument, lest the Government machine utters a weary yawn and the warning goes unheeded.

I realise that you are inundated with letters and, for this reason, I have refrained from writing to you unless the matter is one that is important and either within your area of responsibility, or not within the area of responsibility of any one of your colleagues.

Twice in the last nine months I have written to you on such matters and I find that the answers which I have received from the Departments to which my letters were passed are, not to put too fine a point on it, most disappointing.

On 29 June I wrote to draw your attention to a defect in the procedures for decisions by Departments other than the Treasury relating to raising revenue. My letter was prompted by one dated 18 June and signed by the Chancellor of the Exchequer in which he indicated that this defect does exist. You can imagine my surprise therefore when I received a letter dated 14 January from Mr. P. Martin in the Treasury stating that this defect cannot possibly exist! Sir Geoffrey Howe was referring to a proposal that I made (on 6 January 1980 - such is the speed of these things!) to the then Minister of Transport about a new way of raising extra revenue from Vehicle Excise Duty. It was because the (by then) Department of Transport rejected my proposal without consulting the Treasury that I wrote to Sir Geoffrey and subsequently to you. As there is little political "mileage" in my suggestion and, as it has got nowhere, I suppose I shall just have to rest content in the knowledge that I am right and the Treasury have missed an opportunity of getting its hands on some Departmental decisions.

On 22 July I wrote to you about the peculiar risk posed to the Queen by a 1797 Act of Parliament. My letter ended up in the Police Department of the Home Office and it is clear from the two replies



which have been sent to me - the last being from Mr. W.A. Sterling on 25 February - that my point has been examined in a limited way with insufficient regard to its full context. It is also apparent that I am the only one making the point, which could, of course mean that the point is therefore so obscure as to be worthless ! However I have made the point to you and, in the extremely unlikely event of it materialising, the subsequent enquiry would reveal this and would want to know a great deal about the reasons why no action was taken to forestall the eventuality of which I have warned.

It is for this reason that I write to ask that you obtain a "second opinion" and, if I may be so bold as to suggest it, the Minister who is likely to be able to give the best opinion is the Lord Chancellor, for the matter has considerable constitutional ramifications. He might also be able to point out to you the very considerable political "mileage" involved - for our opponents.

John Litchner



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Cheshire  
SK9 2DN

Your reference

Our reference  
POL/82 480/1/16  
Date  
25 February 1983

Dear Mr Butcher

I am replying to your letters of 7 December and 7 February to Mr Anderson, who is presently attending a course. I am sorry you have not received an earlier reply.

Since the incident at Buckingham Palace on 9 July the Commissioner of Police of the Metropolis, who is primarily responsible for the safety of Her Majesty the Queen, and of the Royal Family as a whole, has appointed a Deputy Assistant Commissioner whose sole responsibility it is to be in charge of ensuring that this function is properly carried out. Many other steps were taken by the Metropolitan Police, by other police and by Royal Households in the interests of safety of members of the Royal Family. Physical security measures were improved. Additional police officers were temporarily allocated to duty at Buckingham Palace.

On 8 November last year, the Metropolitan Police's Royalty Protection Department was re-organised to include 138 more officers for uniform duties at the Palaces in London and at Windsor Castle. This was 84% more than the number of officers allocated to these duties in July.

You may take it that the Deputy Assistant Commissioner in charge of the Royalty Protection Department makes it his business to assess the risk to Her Majesty at any given time and to take the appropriate steps to combat it.

I note what you say about the Meeting of Parliament Act 1797. However, I think it at least arguable that the demise of the Crown during a dissolution of Parliament, without there being a provision for the recall of the previous Parliament, would be more likely to throw the nation's political process into chaos - as you put it - than if there were (and indeed is). Furthermore, unthinkable as it is that any harm should befall Her Majesty, there is always a Sovereign, as indeed there is always a Government, even when Parliament is in dissolution.

Yours faithfully

*R.A. Sterlini*

R A STERLINI MBE



POL/82 480/1/16

7th February, 1983

P.A. Anderson, Esq.  
Executive Officer  
Police Department  
The Home Office  
Queen Anne's Gate  
London W1 9AT.

Dear Mr. Anderson,

Meeting of Parliament Act 1797: Threat to the Sovereign

I refer to my letter of 7th December, 1982 in answer to yours of 2nd December, 1982.

I should be grateful if you would arrange for me to be informed by 24th February, 1983 of the decision of the government in this matter.

Yours sincerely,

John Datcher



P.A. Anderson, Esq.,  
Executive Officer,  
Police Department,  
The Home Office,  
Queen Anne's Gate,  
London SW1H 9AT

POL/82 480/1/16

7 December 1982

Dear Mr. Anderson,

Meeting of Parliament Act 1797 : Threat to the Sovereign

Further to our telephone conversation today, I am writing to add to what I said in my letter of 22 July to the Prime Minister.

It is probable that the threat to the Sovereign posed by the requirements of Section 3 of the above Act is not appreciated by any of the terrorist organisations, including the government of the U.S.S.R. which is both a terrorist organisation and a manipulator of other terrorist organisations. Indeed it is probable that very few people are aware of this obscure provision of the British Constitution.

It is also the case that the provision has applied during all the general elections since it came into force and has never given rise to any significant risk to the Sovereigns from time to time.

It is probably the case that a repeal of Sections 3, 4 and 5 of the Act on the grounds that I have indicated would only serve to emphasise fears for the safety of the Queen and that, if the Act is thought to involve any risk, it would be better for the Queen's appointments to be subject to even greater security during a general election campaign, rather than the Act's provisions be repealed.

However one has to appreciate that total security is only possible if the Queen is to be subject to quite unacceptable constraints. As Stanley Baldwin told the House of Commons fifty years ago - "the bomber will always get through". Therefore, if it is thought that there is any chance of the evil people realising the consequences of their assassination of the Queen during a general election campaign, it must surely be right to repeal the provision of the Act, unless there is some constitutional or other important reason for preserving it.

Nothing much can be achieved by recalling a Parliament that has been dissolved. It is surely better to get the general election over with so that the new Parliament can provide a basis for satisfactorily continuing the process of Government. It is, of course, true that the assassination of the Queen shortly before, or on, polling day would have a significant effect on voters' intentions. On the whole this would tend to be to support strong government, but if the assassination occurred against a background of government failure to provide proper security etc., there would be a swing towards the Opposition. Either way, it is presumably the case that no Privy Counsellor would even contemplate the electoral advantage of such an assassination when deciding on whether the 1797 provision should be repealed.

At this point I draw your attention to a report in "the Times" on 2 December under the heading "Benn to free the Church". It says that The Rt. Hon. A.W. Benn, M.P., invited an audience of politicians and journalists to "Leap ahead with" him "to an accident of history that brings King William V to the Throne before his eighteenth birthday with Prince Andrew as Prince Regent." He would, according to the report of Mr. Benn, have the power to call Mrs. Thatcher, Mr. Foot or Mr. Jenkins to form a government. This remark presumably relates to the outcome of the next general election and indicates that there is at least one Privy Counsellor is aware of the risk of such an "accident".

When we spoke, I enquired if there would be any objection to my raising my suggestion in the media and you said that there would not be. Nevertheless, it seems to me to be better all round for no publicity to be given to this matter, lest ideas be implanted in evil minds. I am therefore surprised that no request was made to me to refrain from airing the matter.

As there is always a possibility of an early general election, a decision on this matter ought to be made fairly soon now. Please would you therefore arrange for it to be brought forward to the Standing Group on Royal Security and for me to be advised of the action that is to be taken, if any.

Yours sincerely,

John V.C. Litcher





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SK9 2DN

Your reference

Our reference

POL/82 480/1/16

Date 2 December 1982

Dear Mr Butcher

Thank you for your letter of 4 November. I am sorry that you have not received an earlier reply to your letter of 22 July addressed to the Prime Minister.

We are grateful for your suggestion that the Meeting of Parliament Act 1797 be repealed. However, arrangements for the security of The Queen and members of the Royal Family are kept under constant review and are being currently examined in the light of recent events. The suggestion referred to in your letter will therefore be carefully considered within the context of this examination.

Yours sincerely

P A Anderson



The Rt. Hon. Margaret Thatcher, M.P.,  
Prime Minister,  
10 Downing Street,  
London SW1

4 November 1982

Safety of the Sovereign

I refer to my letter of 22 July and your acknowledgement dated 4 August.

I should be grateful if you would let me know if a decision has yet been reached over this matter.

John V.C. Butcher



10 DOWNING STREET

4 August 1982

Dear Mr Butcher

The Prime Minister has asked me  
to thank you for your recent letter  
which is receiving attention.

Yours sincerely

A handwritten signature in dark ink, appearing to be 'JVC'.

J V C Butcher Esq  
7 Blenheim Close  
Wilmslow Park  
WILMSLOW  
Cheshire  
SK9 2DN

7 BLENHEIM CLOSE, WILMSLOW PARK, WILMSLOW, CHESHIRE SK9 2DN.

Tel: Wilmslow (0625) 532788

The Rt. Hon. Margaret Thatcher, M.P.,  
Prime Minister,  
10 Downing Street,  
London W1

22 July 1982

Safety of the Sovereign

In reviewing loyal security I know that you will be anxious to reduce the risks to which the Sovereign is exposed. I hope that you will therefore consider the risk posed by the meeting of Parliament Act 1707 which provides for the meeting of Parliament if a Sovereign dies after a dissolution, but before the day fixed for the meeting of the new Parliament. Under this Act the old Parliament has to assemble and sit for six months, or until sooner dissolved.

This presents an enormous temptation to evil people who, by killing the Sovereign during a general election campaign, can throw the nation's political process into chaos, thus achieving maximum consternation. It seems to me that there is no good reason to retain this provision and that it should be repealed in the interests of the Queen's safety.

John V.C. Butcher



## THE MEETING OF PARLIAMENT ACT 1797

(37 Geo. 3 c. 127)

*An Act to shorten the Time now required for giving Notice of the Royal Intention of his Majesty, his Heirs and Successors, that the Parliament shall meet and be holden for the Dispatch of Business, and more effectually to provide for the Meeting of Parliament in the case of a Demise of the Crown*

[19th July 1797]

The short title was given to this Act by the Short Titles Act 1896. Northern Ireland. This Act applies in that it applies to the Parliament of the United Kingdom of Great Britain and Northern Ireland. The power to prorogue the Parliament of Northern Ireland is given to the Governor of Northern Ireland by the Government of Ireland Act 1920, s. 11 (2), Vol. 23, title Northern Ireland. But it is doubtful whether this provision is wide enough to authorise an earlier recall though a proclamation has been used to postpone a new session; see 2 Quekett's Constitution of Northern Ireland 29, and 3 Quekett's Constitution of Northern Ireland 203.

## [1.] His Majesty may issue his proclamation for the meeting of Parliament

Whenever his Majesty, his heirs or successors, shall be pleased, by and with the advice of the Privy Council of his Majesty, his heirs or successors, to issue his or their royal proclamation, giving notice of his or their royal intention that Parliament shall meet and be holden for the dispatch of business on [any day after the date of such proclamation] the same shall be a full and sufficient notice to all persons whatever of such the royal intention of his Majesty, his heirs and successors, and the Parliament shall thereby stand prorogued to the day and place therein declared, notwithstanding any previous prorogation of the Parliament to any longer day, and notwithstanding any former law, usage or practice to the contrary.

## NOTES

The words in square brackets were substituted by the Parliament (Elections and Meeting) Act 1943, s. 34.

(3) Vol. 11, p. 465, whereby the time appointed for the meeting of a new Parliament may be any time not less than twenty clear days after the Proclamation summoning the Parliament. For authority to order the assembly of Parliament when it is adjourned and not prorogued, see the Meeting of Parliament Act 1799, s. 1, p. 366, *post*.  
Obligation to summon Parliament. An obligation to summon Parliament on the occurrence of certain events has been imposed by statute; see (a) the Reserve Forces Act 1966, s. 3 (2), Vol. 29, title Royal Forces (reserve called out for permanent service); (b) the Emergency Powers Act 1920, s. 1 (2), Vol. 38, title War and Emergency (declaration of state of emergency).

2. (*Rep. by the S.L.R. Act 1871.*)

## 3. Authority for holding a Parliament in case of the demise of the King between the dissolution or expiration of a Parliament and the assembling of a new one

And . . . in case of the demise of his Majesty, his heirs or successors, subsequent to the dissolution or expiration of a Parliament, and before the day appointed by the writs of summons for assembling a new Parliament, then and in such case the last preceding Parliament shall immediately convene and sit at Westminster and be a Parliament, to continue for and during the space of six months and no longer, to all intents and purposes as if the same Parliament

had not been dissolved or expired, but subject to be sooner prorogued or dissolved by the person to whom the Crown of this realm of Great Britain shall come, remain and be, according to the Acts for limiting and settling the succession to the same.

#### NOTES

The words omitted were repealed by the S.L.R. Act 1888.

Demise of the Crown. A subsisting Parliament is not affected by a demise of the Crown (Representation of the People Act 1867, s. 51, Vol. 11, p. 460), but it is required to meet immediately upon a demise occurring (Succession to the Crown Act 1707, s. 5, Vol. 6, p. 513).

**4. Authority in case of the demise of a successor to the Crown within six months after his succession, without his having dissolved the Parliament, or after the same shall have been dissolved and before a new one shall have met**

And . . . in case of the demise of any such his Majesty's heir or successor within the said period of six months, limited for the duration of the said last preceding Parliament, and before the same shall have been dissolved by such his Majesty's heir or successor, or after the same shall have been so dissolved and before a new Parliament shall have met in the manner herein-after provided, then and in every such case the said last preceding Parliament shall immediately convene and sit and continue to be a Parliament to all intents and purposes for and during six months longer, to be computed from and immediately after such last mentioned demise, but subject to be sooner prorogued or dissolved by the person who shall then succeed as aforesaid to the Crown of this realm of Great Britain, and so as often as any such demise shall happen before a new Parliament shall have met in manner herein-after provided.

#### NOTE

The words omitted were repealed by the S.L.R. Act 1888.

**5. Authority in case of the demise of his Majesty on the day appointed for calling a new Parliament, or any day thereafter before its meeting**

And . . . in case of the demise of his Majesty, his heirs or successors, on the day appointed by the writs of summons for calling and assembling a new Parliament, or at any time after such day so appointed, and before such new Parliament shall have met and sat, such new Parliament shall, immediately after such demise, convene and sit at Westminster, and be a Parliament to all intents and purposes to continue for and during the term of six months and no longer, but subject to be sooner prorogued or dissolved as aforesaid.

#### NOTE

The words omitted were repealed by the S.L.R. Act 1888.



file


da

11 July 1983

Thank you for your letter of 7 July enclosing a copy of a letter from the Attorney General to the Home Secretary about the Meeting of Parliament Act 1797, which the Prime Minister has seen and noted.

F E R BUTLER

J.S. Ringguth, Esq.,  
Law Officers' Department.





05 7641 Ext.

Communications on this subject should  
be addressed to  
THE LEGAL SECRETARY  
ATTORNEY GENERAL'S CHAMBERS

Prime Minister  
ATTORNEY GENERAL'S CHAMBERS,  
LAW OFFICERS' DEPARTMENT,  
ROYAL COURTS OF JUSTICE,  
LONDON, W.C.2.

Our Ref: 400/83/172

7 July, 1983.

The Principal Private Secretary to the Prime Minister,  
10, Downing Street,  
Whitehall,  
LONDON, SW1.

Dear Private Secretary,

... I enclose for the Prime Minister's information a copy of a letter  
which the Attorney General has sent to the Home Secretary about  
the Meeting of Parliament Act 1797.

Yours ever,

*J. S. Ringguth*

J.S. RINGGUTH



01-405 7641 Extn

ROYAL COURTS OF JUSTICE  
LONDON, WC2A 2LL

The Rt. Hon. Leon Brittan, QC, MP,  
Secretary of State for the Home Department,  
Home Office,  
Queen Anne's Gate,  
LONDON, SW1.

6 July, 1983.

*Dear Leon.*

It came to my attention during the course of the recent General Election that Sections 3, 4 and 5 of the Meeting of Parliament Act 1797 remain on the Statute book. I enclose for your information a copy of the Act.

You will see that under Section 3, in the unfortunate event of the Monarch's demise between the dissolution of one Parliament and the date of summoning of a new Parliament, the old Parliament is required to immediately reassemble for a period of no more than six months.

I confess that I was not aware of those provisions before now, and having considered the matter, I am very concerned about the retention of them.

There is what I consider to be one comparatively minor criticism of the Act and another more serious issue which in today's world could be highly prejudicial to the safety of the Monarch.

The first and obvious point is in the unhappy situation where the Monarch died peacefully at a time between the result of the election being known and the summoning of the new Parliament, then within a matter of months the country would be faced with a second and unwanted General Election.

/Cont'd.....2



- 2 -

Moreover, it seems to me that if Section 3 was widely known there is great potential in it for terrorists, anarchists or anyone who is dissatisfied with the outcome of an election. They are presented with a double opportunity to cause maximum chaos. A successful assassination attempt on the Sovereign's life, horrible as that is to contemplate, would also have the secondary effect of frustrating the will of the people as expressed at the polls. The new Parliament would be prevented from sitting and the election process would have to be repeated with, as the perpetrator might see it, the chance at least of a different outcome.

I can see no justification for this legislation remaining today and hope that an early opportunity can be found for its quiet repeal in some convenient measure.

I have sent a copy of this letter to the Prime Minister.

Yours etc. Michael.



## THE MEETING OF PARLIAMENT ACT 1797

(37 Geo. 3 c. 127)

*An Act to shorten the Time now required for giving Notice of the Royal Intention of his Majesty, his Heirs and Successors, that the Parliament shall meet and be holden for the Dispatch of Business, and more effectually to provide for the Meeting of Parliament in the case of a Demise of the Crown*

[19th July 1797]

The short title was given to this Act by the Short Titles Act 1896.

Northern Ireland. This Act applies in that it applies to the Parliament of the United Kingdom of Great Britain and Northern Ireland. The power to prorogue the Parliament of Northern Ireland is given to the Governor of Northern Ireland by the Government of Ireland Act 1920, s. 11 (2), Vol. 23, title Northern Ireland. But it is doubtful whether this provision is wide enough to authorise an earlier recall though a proclamation has been used to postpone a new session; see 2 Quekett's Constitution of Northern Ireland 29, and 3 Quekett's Constitution of Northern Ireland 203.

## [1.] His Majesty may issue his proclamation for the meeting of Parliament

Whenever his Majesty, his heirs or successors, shall be pleased, by and with the advice of the Privy Council of his Majesty, his heirs or successors, to issue his or their royal proclamation, giving notice of his or their royal intention that Parliament shall meet and be holden for the dispatch of business on [any day after the date of such proclamation] the same shall be a full and sufficient notice to all persons whatever of such the royal intention of his Majesty, his heirs and successors, and the Parliament shall thereby stand prorogued to the day and place therein declared, notwithstanding any previous prorogation of the Parliament to any longer day, and notwithstanding any former law, usage or practice to the contrary.

## NOTES

The words in square brackets were substituted by the Parliament (Elections and Meeting) Act 1943, s. 34.

Any day. This section does not affect the Representation of the People Act 1918, s. 21 (3), Vol. 11, p. 465, whereby the time appointed for the meeting of a new Parliament may be any time not less than twenty clear days after the Proclamation summoning the Parliament. For authority to order the assembly of Parliament when it is adjourned and not prorogued, see the Meeting of Parliament Act 1799, s. 1, p. 366, *post*.

Obligation to summon Parliament. An obligation to summon Parliament on the occurrence of certain events has been imposed by statute; see (a) the Reserve Forces Act 1960, s. 5 (2), Vol. 20, title Royal Forces (reserve called out for permanent service); (b) the Emergency Powers Act 1920, s. 1 (2), Vol. 38, title War and Emergency (declaration of state of emergency).

## 2. (Rep. by the S.L.R. Act 1871.)

## 3. Authority for holding a Parliament in case of the demise of the King between the dissolution or expiration of a Parliament and the assembling of a new one

And . . . in case of the demise of his Majesty, his heirs or successors, subsequent to the dissolution or expiration of a Parliament, and before the day appointed by the writs of summons for assembling a new Parliament, then and in such case the last preceding Parliament shall immediately convene and sit at Westminster and be a Parliament, to continue for and during the space of six months and no longer, to all intents and purposes as if the same Parliament

had not been dissolved or expired, but subject to be sooner prorogued or dissolved by the person to whom the Crown of this realm of Great Britain shall come, remain and be, according to the Acts for limiting and settling the succession to the same.

## NOTES

The words omitted were repealed by the S.L.R. Act 1888.

Demise of the Crown. A subsisting Parliament is not affected by a demise of the Crown (Representation of the People Act 1867, s. 51, Vol. 11, p. 460), but it is required to meet immediately upon a demise occurring (Succession to the Crown Act 1707, s. 5, Vol. 6, p. 513).

## 4. Authority in case of the demise of a successor to the Crown within six months after his succession, without his having dissolved the Parliament, or after the same shall have been dissolved and before a new one shall have met

And . . . in case of the demise of any such his Majesty's heir or successor within the said period of six months, limited for the duration of the said last preceding Parliament, and before the same shall have been dissolved by such his Majesty's heir or successor, or after the same shall have been so dissolved and before a new Parliament shall have met in the manner herein-after provided, then and in every such case the said last preceding Parliament shall immediately convene and sit and continue to be a Parliament to all intents and purposes for and during six months longer, to be computed from and immediately after such last mentioned demise, but subject to be sooner prorogued or dissolved by the person who shall then succeed as aforesaid to the Crown of this realm of Great Britain, and so as often as any such demise shall happen before a new Parliament shall have met in manner herein-after provided.

## NOTE

The words omitted were repealed by the S.L.R. Act 1888.

## 5. Authority in case of the demise of his Majesty on the day appointed for calling a new Parliament, or any day thereafter before its meeting

And . . . in case of the demise of his Majesty, his heirs or successors, on the day appointed by the writs of summons for calling and assembling a new Parliament, or at any time after such day so appointed, and before such new Parliament shall have met and sat, such new Parliament shall, immediately after such demise, convene and sit at Westminster, and be a Parliament to all intents and purposes to continue for and during the term of six months and no longer, but subject to be sooner prorogued or dissolved as aforesaid.

## NOTE

The words omitted were repealed by the S.L.R. Act 1888.

PRIME MINISTER

per Fry  
cc S. Sharbourn

1983 ELECTION RECORDS

YOU ASKED FOR A NOTE ON SOME OF THE RECORDS WHICH THIS ELECTION HAS BROKEN. A LIST IS AS FOLLOWS:-

1. YOU ARE THE FIRST PRIME MINISTER OF ANY PARTY TO SERVE A FULL TERM AND THEN TO INCREASE THEIR MAJORITY SINCE LORD SALISBURY IN 1900.
2. YOU ARE THE FIRST CONSERVATIVE PRIME MINISTER TO WIN TWO ELECTIONS IN A ROW, AGAIN SINCE LORD SALISBURY.
3. THE INCREASE IN THE GOVERNMENT'S MAJORITY OF 101 WAS THE GREATEST IN HISTORY (OR AT LEAST SINCE 1832 WHEN RECORDS OF THIS KIND REALLY BEGAN).
4. THE MAJORITY WAS THE GREATEST PURELY CONSERVATIVE MAJORITY SINCE 1924.
5. THE MARGIN OF VOTES OF 4,600,000 WAS THE GREATEST SINCE 1931; AS A PROPORTION OF THE VOTES CAST IT WAS THE GREATEST SINCE 1935.
6. THE CONSERVATIVE PARTY WON THE GREATEST NUMBER OF SEATS OF ANY PARTY SINCE 1935.
7. THE CONSERVATIVE PARTY HAD THE LARGEST OVERALL MAJORITY SINCE 1945 AND THE LARGEST MAJORITY OVER THE SECOND PARTY SINCE 1935. ON THE OTHER SIDE, THE LABOUR PARTY RECEIVED THE SMALLEST SHARE OF THE VOTE IN THEIR HISTORY SINCE THEY BEGAN FIGHTING EVERY SEAT.



8. THE LABOUR PARTY LOST 119 DEPOSITS - IN ALMOST A QUARTER OF THE SEATS THEY FOUGHT - WHICH IS THE WORST IN THEIR HISTORY, AND THREE TIMES AS MANY AS IN 1931 WHEN THEY ONLY WON 50 SEATS.

9. IN GEOGRAPHICAL TERMS, PERHAPS ONE OF THE MOST STRIKING RESULTS OF THE ELECTION WAS THAT THE CONSERVATIVE PARTY WON 14 SEATS IN WALES - THEIR BEST RESULT SINCE 1874. THIS MIGHT BE A USEFUL ANTIDOTE TO THE "TWO NATIONS" THEORISTS.

JF

21 JUNE, 1983.



CONFIDENTIAL



Foreign and Commonwealth Office

London SW1A 2AH

16 June 1983

*Agreed.*  
*A. J. C. 17/6*

*p.a.*

*See Tel.*

General Election: Messages of Congratulation

In your letter of 13 June <sup>with PRC?</sup> you asked whether the Prime Minister should reply to messages of congratulation from, among others, "King Leka I of Albania" and the Chairman of the Organisation of Ukrainian Nationalists, Munich.

We would advise that the Prime Minister should not reply to these two messages.

Although Britain has had no diplomatic relations with Albania since before the War, we recognise the People's Republic of Albania. King Leka, the son of King Zog, lives in exile in France and has no links with the Albanian Government.

It would not be appropriate for the Prime Minister to reply to a body such as the Organisation of Ukrainian Nationalists in Munich whose purpose is to end the rule of a government we recognise (however much we deplore some of its activities) in part of its territory.

*[Handwritten signature]*

(R B Bone)  
Private Secretary

A J Coles Esq  
10 Downing Street

CONFIDENTIAL

JUN 1965



PRIME MINISTER

cc Mr. Wolfson

Mr. Alison

*S. Sherbourne*

Election Results

You may be interested in some of the more obscure psephological implications of the election results.

In the Conservatives' 397 seats the Alliance were second in 265, Labour in 125 and Nationalists in the remainder. Of the seats where the Alliance are in second place only 19 are vulnerable on a 5% swing to them but a further 47 (making 66 in all) would be vulnerable on a 10% swing. Of the 125 seats where Labour is in second place 51 would be vulnerable on a 5% swing (most of these were Conservative gains at this election) and a further 39 (90 in all) would be vulnerable on a 10% swing.

Of Labour's 209 seats the Conservatives are second in 162 seats and the Alliance in 45 seats. Most of the latter are fairly distant second place in Scottish and Welsh seats. Of the Labour seats 52 are vulnerable to a 5% swing to the Conservatives and a further 42 (94 in all) on a 10% swing. Only 5 are vulnerable to a 5% swing to the Alliance and a further 9 (14 in all) to a 10% swing.

Some of the implications of these figures are as follows:-

i) The Alliance now have over 300 second places. A further 5% swing towards them however from both parties will produce only a further 24 seats. A 10% swing towards them (which would give them about 36% of the vote) would bring them only another 80 seats. Their "take-off point" is therefore, on the basis of the voting in this election, even higher than had previously been thought.

ii) The fact remains nevertheless that increases in the Alliance vote would harm the Conservatives far more than Labour e.g. a 10% swing to the Alliance would produce 66 Conservative losses (almost enough to lose an overall majority) but only 14 Labour losses.

/ iii)



iii) Labour would need a massive swing to win the next election. They need about 120 gains which would mean essentially winning virtually every seat in which they are now in second place. A 10% swing towards them would take them up to about 300 seats, still well short of an overall majority. No party has of course achieved a 10% swing since 1945.

iv) While it will be very difficult for Labour to secure an overall majority the relative vulnerability of seats in which they are second means that it would require a combination only of a 5% swing to Labour together with a 5% swing to the Alliance in the most vulnerable seats to deprive the Conservatives of an overall majority.

v) The election has demonstrated quite how strong Labour's "bedrock" of seats is. Their vote was the lowest as a proportion of the electorate they have ever secured when fighting all the seats. Moreover a further 10% swing away from Labour would still leave them with about 100 seats despite only having 17% of the vote.

My conclusions from this analysis are that Labour will find it extremely difficult to escape from the position they are in but that the combination of a small increase in the Labour vote and in the Alliance vote could produce a hung Parliament. The Alliance, if it survives, will find a "break-through" in seats extremely elusive but will harm the Conservatives far more than Labour. Finally, unless Labour falls apart it will, as you put it in the election campaign, not die because it has over 100 seats which it will keep in virtually all foreseeable electoral circumstances.

✓

15 June 1983

CONFIDENTIAL

N BPM

From: THE PRIVATE SECRETARY



HOME OFFICE  
QUEEN ANNE'S GATE  
LONDON SW1H 9AT

14 June 1983

Dear Richard,

MINISTERIAL CHANGES

draft  
at flap.

This is to confirm, in response to your letter of 13 June, that the Home Secretary has taken over from his predecessor the Cabinet and Cabinet Committee documents needed for current administration.

I am sending a copy of this letter to Robin Butler.

Yours sincerely,  
Hugh Taylor

H H TAYLOR

R Hatfield, Esq

CONFIDENTIAL

Election May 83

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C 11

1 2 3 4 5 6 7 8 9 10 11 12



PRIME MINISTER'S

PERSONAL MESSAGE

SERIAL No. T84A183

Courtesy translation

M e s s a g e

from

Herr Helmut Kohl, Federal Chancellor of the  
Federal Republic of Germany

to

The Rt. Hon. Margaret Thatcher, MP,  
Her Majesty's Prime Minister and First Lord of  
the Treasury

rec Ops  
Mager

Dear Prime Minister,

I wish to convey to you my warmest congratulations on your marvellous success at the General Election. This success is due, above all, to your great personal commitment as well as to your determination, your courage and the clarity of your policy.

I welcome the fact that the result of the British Parliamentary Elections will further strengthen the position of the West and ensure fruitful further development of the Community. We shall both be in office during the next few years and this will provide the great opportunity to continue our friendly co-operation on still closer terms. I look forward to our meeting next week in Stuttgart where we want to provide the Community with a new impetus.

Please accept my cordial wishes for success in your continuing work.

Sincerely yours,

Helmut Kohl  
Federal Chancellor of the  
Federal Republic of Germany

10.6.83

SUBJECT

*9/1/83*  
*FILE*  
*rw*  
MR INGHAM

cc:- Mr. Joce

I had a word with the Prime Minister this morning about the arrangements for Friday afternoon, if she is re-elected.

On the admission of the public to Downing Street, the Prime Minister said that she would not want them to be admitted to Downing Street on Thursday night. The exception to this would be if the Conservatives had already won the Election by the time she returned from Conservative Central Office in the early hours of Friday morning: if the Conservatives had won and if there was a crowd around the entrance to Downing Street, she would agree to the public being admitted then. But this is a decision which could only be taken at the time.

E.E.R. BUTLER

8 June, 1983



*On X could the Press Office be informed  
as early as possible of the decision?  
JK/6*

cc Miss Christopherson  
All Press Officers

MR INGHAM

*cc Mr Butler*  
*cc Supt Cawthorne*  
*cc Mr Jice*

ELECTION NIGHT AND FRIDAY: PRESS ARRANGEMENTS IN DOWNING STREET

Along with Peter Joce I had a further meeting this morning with the police (Special Branch, Diplomatic Protection Group and Cannon Row) to discuss and finalise the arrangements for the press in Downing Street on Election night and Friday.

The following proposals which I outlined were accepted:-

- (i) A large press enclosure on the road occupying all of the park end of the Street to the right of the No 10 Front Door. Pavements on both sides of the Street to be kept clear for access and policing.
- (ii) Press access to the Street only through the St James's Park gate.
- (iii) CoI to arrange "sound" facilities (microphone by the front door, amplification and feeds). Their radio car/control board would be parked within the press pen close to the St James's Park gate.
- (iv) Lighting as already installed on the FCO wall. There will also be power outlets available from that point.
- (v) Press platforms. It is open to the broadcasters to provide and use their own temporary platforms if they so desire but these could only be positioned within the press pen.
- (vi) Vehicles. Only the PM's car and back-up to be parked in the Street. Mr Joce, Mr Taylor and Superintendent Cawthorne are in touch with FCO to arrange parking facilities in FCO quadrangle. An Office Notice to circulate in No 10 alerting staff to the need to minimise vehicle movements in Downing Street. The police will endeavour to keep the entrance to Downing Street clear for essential vehicles but should this become impossible, access to Downing Street by vehicles would be through King Charles Street and the FCO quadrangle.
- (vii) Pooling. Should the PM leave the front door on foot to meet the public either within the Street or at the end of the Street, a press pool would move with her on her side of the barriers. This pool would comprise BBC TV and ITN including correspondents (probably 6 people in total) plus a photographer, a writer and a radio man.
- (iix) Vox Pop. The police would co-operate in respect of press from the press pen who wished to leave the pen to interview the public or do stand-up reports in front of the door provided the PM or other VIPs ~~are~~ not in the vicinity.



- (ix) Honours collection/Honours Lobby. I have informed the police that they should expect approximately 20-30 messengers/Lobby correspondents calling at the front door of No 10 at 10 pm on Friday to collect the embargoed Honours and that there would be a Lobby in Bernard's room at 09.30 Friday morning. We would advise all concerned to use the St James's Park gate.
- (x) Interviews. I alerted the police to the possibility of interviews inside No 10 on the Friday, perhaps late morning. Nothing would be set up in advance of a final decision by the PM to give such interviews. We would provide names in the normal way of those requiring access to the building.

#### Access to the Street by the Public

X

Commander Bicknell (Head of Special Branch) said that the basic view of the security authorities was that the Street should remain closed to the public. However, taking into account the occasion and the likely wish of whoever was the Prime Minister to have some contact with the public, and in particular that such contact would be more secure if there was controlled access of the public into the Street, their overall view was that at some stage the public should be allowed in. This access would be controlled; there would be bag searches, and would be restricted to the pavement on the far side of the Street alongside the FCO. Numbers would be carefully controlled. On timing it was Cmdr Bicknell's view that the public should be admitted some time after the declaration in the PM's constituency. However he recognised the need to retain flexibility. He also recognised that if there were a very large crowd in Whitehall late Thursday evening, it might be prudent to permit earlier access by the public. He would certainly wish to take into account any views the PM might have on this.

IAN KYDD  
PRESS OFFICE

7 June 1983

PRIME MINISTER

ELECTION MEDIA

We have now had meetings with BBC, ITN and the police on the above and this is my progress report.

Remote Cameras

You have agreed to put an ITN remote camera in your car. This was to film your visit to the Palace. This will not now take place. I need therefore to clear with you ITN's request for a remote camera (purely for visual - ie. mute - purposes) to film you (live or not, according to your wishes) on your way from the declaration of your result to Finchley Party HQ and then to No 10 or CCO.

Subject to our maintaining control over camera's use, I see no objection.

Agree?

Yes.

You have also agreed in principle to another (mute) ITN camera showing you returning to No 10 as Prime Minister. This camera will be manually operated, but otherwise no different from the one in the car.

Agree?

Yes

Public in Street

The police naturally wish to keep the street closed to the public and are absolutely horrified at the idea of your going down to the barrier at the end to meet the people. They have no control over who is in the crowd at the end of the street.

They recognise, however, the nature of the occasion and would therefore much prefer people to be admitted to the street (kept on the opposite side of it behind barriers), subject to a bag check before being admitted. The security check would be the same as operates at Trooping of the Colour etc.

We have a presentation problem also to cope with: how we explain the timing of the opening of the street?

You don't have to  
Just open it (iii) and



There are three options:

- (i) close of poll at 10.00pm;
- (ii) after the declaration of your result in Finchley;
- (iii) once a result is clear. ✓ *i.e. an overall result*

The easiest presentationally is the first. The easiest personally is the last. ~~\_\_\_\_\_~~

Agree to open the street once the polls have closed? *No*

I should add that if and when you step out of No 10 or your car to meet the public in Downing Street, could you please refrain from going near to the barrier at the end of the street where the public are uncontrolled and unchecked?

Media

I have instituted a system so that the media is under control when you are in or about to enter the street. Otherwise I propose to allow them reasonable latitude.

Esther Rantzen (BBC) and Michael Nicholson (ITN) will be the TV reporters in the street overnight. They may well try to get interviews with you. I have told them you have chosen to give interviews in the White Room.

On the other hand, BBC and ITN have welcomed the idea of small TV and radio pools operating on your side of the barrier whenever you meet the public.

So far as interviews after the result is known BBC and ITN have asked if they can instal a live facility in the White Room which is operational by 10.00am. You had already agreed this in principle.

I have agreed, subject to a favourable result being known by then.

Content? *Yes*

You have a choice for the TV interviews - live down the line by Robin Day and Alastair Burnet, with a monitor; or recorded. BBC are



probably prepared to do face-to-face with Robin Day but ITN seem likely to want to go down the line.

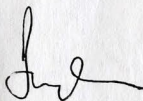
Agree to be flexible?

Yes

Americans

You have turned down a request for an interview with Bonnie Angelo, Time, on Friday. I take it you will also reject a request from Barbara Walters, ABC, America, for an interview this Thursday (election day) or the following Thursday?

Will do the following Thursday  
if within reasonable  
time



B. INGHAM

7 June 1983

*Robin Butler*

Copy No. 8

SECRET: FINAL EDITION OF PROGRAMME

Sunday 5th June

09.30 Briefing for Weekend World  
(Messrs Reece, Shrimpsley, Sherbourne)  
11.00 Make-up  
12.00 Record Weekend World at No.12  
13.10 Lunch in flat (DT, CT)  
14.40 Depart for Wembley  
15.20 Arrive Wembley Conference Centre  
15.30 Address Youth Rally  
16.45 Tea in private room  
16.30 Depart Wembley  
17.00 Arrive 24 Maddox Street  
Prepare for & record PEB (+GR)  
Return to No.10  
20.00 Supper in flat  
20.30 Speechwriting

Monday 6th June

08.00 Robin Butler  
08.15 Depart No.10  
09.30 Press Conference  
10.20 Weekly ITN interview  
10.30 Depart Central Office by coach  
11.10 Arrive Mitcham & Morden (Angela Rumbold)  
Visit J.F. Renshaw Ltd  
11.40 Depart in coach  
11.50 Arrive Croydon North West Conservative HQ  
12.00 Depart Croydon  
12.30 Arrive No.10  
Lunch in flat  
Briefing for Granada 500: Messrs Reece, Shrimpsley, Sherbourne)  
15.00 Makeup at No.10  
15.30 Depart No.10  
15.45 Arrive Royalty Theatre, Aldwych  
16.00 Record Granada 500  
16.25 Finish recording  
16.30 Depart Aldwych  
16.45 Arrive House of Commons & see staff  
17.00 Return to No.10  
Speechwriting for North West Rally & PEB

Tuesday 7th June

07.45 Briefing for Election Call at No.10  
08.15 Depart No.10  
08.45 Arrive BBC Lime Grove  
Make-up if necessary  
09.05 Election Call  
10.00 Depart BBC  
10.25 Arrive Central Office  
Discussion with Chairman  
11.00 Return to No.10  
Prepare speech & PEB  
12.15 Hair (carmen rollers)  
12.45 Lunch in flat  
13.30 Depart No.10  
13.45 Arrive 24 Maddox Street  
Record PEB  
15.30 Depart Maddox Street  
16.00 Depart Victoria Station  
17.00 Depart Gatwick  
18.00 Arrive Wharton  
18.30 Arrive North British Hotel, Fleetwood  
19.15 Rally at Fleetwood  
20.15 Depart  
21.00 Depart Wharton  
22.00 Arrive Gatwick  
22.45 Arrive No.10 by car

Wednesday 8th June

07.45 Dr Henderson  
08.00 Robin Butler  
08.15 Depart for Central Office  
09.30 Press Conference  
10.00 Chairman  
10.20 ITN Interview  
10.45 BBC Interview  
11.15 Depart Central Office  
11.30 Depart Battersea by helicopter  
Arrive Old Sarum Airfield  
Visit to Salisbury area  
Depart by helicopter for Isle of Wight  
Return to London from Isle of Wight by helicopter  
16.30 Arrive Battersea  
16.45 Arrive No.10  
17.00 Comb-out  
Finchley Eve of Poll Meetings



SECRET

Copy No. 8

Thursday 9th June

POLLING DAY

|       |   |
|-------|---|
| 07.15 | Vote in Westminster                             |
| 08.30 | Depart by car for Finchley                      |
|       | Visit Committee Rooms                           |
|       | Host lunch in constituency for<br>party workers |
| 15.00 | Depart Finchley                                 |
| 15.45 | Arrive No.10                                    |
| 18.00 | Hair (comb out)                                 |
| 20.00 | Supper in flat                                  |
|       | MT DT CT MT                                     |
| 22.45 | Depart No.10 by car                             |
| 23.30 | Arrive Hendon for Count                         |
|       | Return to Ballards Lane                         |
|       | Return to Central Office                        |

PERSONAL

PRIME MINISTER

ARRANGEMENTS FOR NEXT FRIDAY AND SATURDAY AND THINGS TO BE DONE  
SUBSEQUENTLY

I am afraid that what follows comes under the heading of counting chickens. But there are a few questions particularly about what happens next weekend if you are re-elected, which you might like to think about if you have a moment this weekend and, if it suits you, guide me on.

Reconstitution of the Government

There are three options:-

- a) Re-shuffle the Government over the weekend, i.e. produce a new list of the Cabinet at least by, say, Monday and of other Ministers in the course of the week.
- b) Re-shuffle in rather slower time, leaving existing Ministers in charge of Departments in the meantime.
- c) Carry on for a time with the Government as it was before the Election, and have a re-shuffle in due course, say, in the summer recess. You do not have to reappoint Minister for this purpose: the effect of the Government being re-elected is that they continue in office until you move them. There is something to be said for continuity - e.g. having the same Treasury team to put through the provisions dropped from the Finance Bill - but this option could be ruled out if someone was not re-elected or if, say, a senior member of the Cabinet was to be Speaker.



1. I think I should reshuffle on  
Monday - 2. That leaves me Sunday to  
consult with the reshuffle. I will  
phone with

Whichever option you adopt, we will have to make it clear to the press quickly on Friday or Saturday. Have you decided which option you might pursue?

this Wednesday,

#### Election of the Speaker

This is going to be difficult. There were wrangles over the procedure in 1951, 1959 and 1971. After 1971 a Select Committee was set up which largely accepted the view of the then Lord President that it was "clearly the duty of the Leader of the House in a matter of such importance .... to ensure that the soundings of opinion are as wide and as thorough as possible, not only among the Members of his own Party, but in the House as a whole". It will be very difficult to carry out these consultations between polling day and the following Wednesday when the election has to be made. The best way of handling it may be for you to have a meeting with your senior colleagues to decide on your nomination not later than Monday and then ask the Leader of the House to consult as best he can with the Government's backbenchers and to ask the Opposition to do the same with their own backbenchers. Again, this may be easier if you have the present Leader of the House and Chief Whip as before the Election to carry out the process for you.

This may  
delay things  
if reshuffle  
But it should  
be done by  
the Joint  
select committee

#### Reappointment of Special Advisers

Special Advisers will have to be reappointed, and the rules require that your approval should be given in each case. I assume that you will want to reappoint Sir Anthony Parsons, and Alan Walters and Yes you ought to have an early word with Mr Mount about the reappointment of members of the policy unit. These matters can be left until the week after the Election, but we will need to sort it out quite early in that week.

Yes -  
Parsons ought  
to be given  
D-S rank

#### Machinery of Government

Sir Robert Armstrong will have some points to put to you, e.g. about the future of the CPRS, and the Rayner Unit, and about the reconstitution of the Cabinet Committees. Again, these can wait until the week after the Election, but we will need to get on quickly, i.e. by the beginning of that week, with establishing

capul - C



a committee to draw up The Queen's Speech.

There will also be some points to be settled about the constitution of your own office, e.g. the location of the Rayner Unit. I have established with Peter Taylor that it is practicable to get more accommodation by taking over the top floor of No 11: this would need to be <sup>negotiated?</sup> with a new Chancellor if you are having a re-shuffle.

#### Diary

We shall need to go through your engagements which we cancelled when the Election was announced and decide which we reinstate and when. Again, it would be convenient if we can do this quite early in the week after polling day since people will start ringing up to try and rearrange them.

#### Dissolution Honours

We will have to think about a dissolution honours list, and consult the Opposition; but this is not urgent.

#### Domestic Matters

##### (a) Trooping the Colour

There will be the normal reception for Commonwealth Heads of Mission. Sue Goodchild tells me that there will be about 15 places for personal guests, and you may like on Friday afternoon to issue some invitations to personal guests. Do you want to think of names now?

Also, we have Sherry Warner standing by to lay on a lunch after the Trooping the Colour: do you want this? Who would you like to attend?

##### (b) Friday Evening

I have asked Sherry to stand by to provide a buffet for those who may be involved on Friday evening, in case you are doing any re-shuffling. Anyway, you and your personal staff will not want to think of having to provide food then.

Do you agree that we should ask Sherry to provide a buffet meal on Friday evening?

3 June 1983

F.R.B.

cc N. Butler ✓

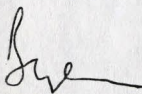
NOTE FOR THE RECORD

Bernard Ingham called together the press officers to discuss how they should prepare for election day - Thursday, June 9, 1983.

He opened the discussion by referring to a minute he had put to the Prime Minister (see Annex) seeking approval for admission of public, subject to security, to the street on polling night and on the Friday; tight control over the media; and, assuming the Prime Minister is re-elected, what she does with the media once she has been confirmed in office.

The following tasks were then identified:

1. Manning the press office for Thursday, Friday and the weekend - continuous manning of press office would be needed overnight on Thursday and into Friday. Miss Christopherson has agreed to arrange the times of attendance, assuming everyone will wish to stay overnight in the office. Weekend coverage - duty officer.
2. Issue of Honours List at 10.00pm Thursday followed by briefing on Friday at 9.30am.
3. Arranging for journalists to get into Downing Street to collect the embargoed copies of the Honours Lists. Some form of letter or pass to be arranged.
4. The handling of media in the street; interviews with the Prime Minister on her return from the Palace; security; COI microphone/amplification etc - IK to arrange.
5. Interview requests from foreign journalists - IK to co-ordinate.
6. Arrange Lobby briefings (plus Sunday Lobby).
7. Get previous papers on:
  - (a) facts and figures of 1979 results;
  - (b) TSRB; Cabinet members and salaries;
  - (c) procedure for electing new Speaker.
8. Allot tasks for each press officer so each person can 'specialise'.



2 June 1983



1. MR BUTLER

cc Supt. Cawthorne

2. PRIME MINISTER

#### MEDIA ON JUNE 10

I am seeing BBC and ITN on Monday about the radio and television arrangements in Downing Street on the assumption that you are re-elected. It would be helpful to have a steer from you on what you would be prepared to do.

#### Objectives

On your re-election you would no doubt wish to share your triumph with the people, both with them and through the media.

You would also wish to set the tone for your new Administration, remembering the extent to which St Francis of Assisi has been quoted back at you over the last four years.

Subject to security advice, my objective would be to enable you genuinely to share your success with the voters while at the same time permitting the media to film it but not ruin it for the public.

#### Commitments

You have already agreed to permit ITN to put a remote camera into No 10 and into your car to film you leaving No 10 for the Palace and, if you go, on your way to the Palace and returning from seeing the Queen. You are not under any obligation to go to the Palace - see Robin's note. You have no other commitments.

#### Proposals

How we handle your comings and goings from No 10 depends first on whether you would like the public to be admitted to Downing Street after the polls close and on Friday.

If you would like them to be allowed into the street, Robin will consult the Special Branch on the advisability of permitting this and the terms on which they might be admitted.



For the purposes of planning I assume however that, if admitted, the public would be kept behind a barrier on the opposite side of the street. This would allow you to walk up the street to receive their congratulations and good wishes in reasonable comfort.

But this would only be possible in reasonable comfort if I insisted on BBC, ITN and IRN pooling cameras and microphones. Otherwise it would be an unholy scrum.

1. Agree therefore, subject to security advice, that I allow:

- one camera team each from BBC and ITN;
- one radio mike; and
- a PA reporter

to operate as a pool from your side of the barrier?

This arrangement, with the teams obliged to make their film, tape and copy available to all, would produce much better pictures and coverage both for the media and for yourself.

If however security objects to the admission of the public to Downing Street, you may nonetheless wish to go down to the barrier as you have on previous occasions.

2. Agree in these circumstances, that the same pool operates from your side of that barrier?

Whatever is agreed for the public, I propose that the media should be placed behind barriers to the right of the door of No 10 as you leave.

And I suggest that for the convenience of the media as well as yourself we should have a microphone installed in front of the barrier (as we did during the Falklands) so that you can say a few words to the media as and when you wish to do so.

3. Agree to use a microphone installed in the street for the purpose of addressing the media (not to mention the public)?

When you are not in the street I would propose, again subject to security advice, to permit radio, tv and press, by arrangement, and if necessary by pool, to do vox pop interviews with the waiting public. We

should require those journalists allowed to do this to return behind the press barrier before you appear.

4. Agree to vox pop interviews on a more relaxed basis when you are not in the street?

#### Interviews

Another way of sharing your triumph with the public would be to give short news interviews to BBC radio and tv, ITN, IRN and TV-AM once it is clear you are re-elected.

5. Agree to do such interviews in the White Room?

#### Summary

The above proposals are designed to achieve the best result for all concerned - yourself, public and media - as you receive the public's congratulations and share your success with the nation.



B. INGHAM

2 June 1983





*Election*

10 DOWNING STREET

*From the Principal Private Secretary*

2 June 1983

PROCEDURE FOR GENERAL ELECTIONS

Thank you for your letter of 1 June containing amendments to our election handbook. I have indeed been bringing it up to date as we have gone along, and I have incorporated the amendments in your letter. I will send you a revised version when the Election is over.

*7/83*

George Engle, Esq.,  
Office of the Parliamentary Counsel.

*l*



CONFIDENTIAL



Office of the Parliamentary Counsel 36 Whitehall London SW1A 2AY

Telephone Direct line oi 273 5288  
Switchboard oi 273 3000

F E R Butler Esq  
10 Downing Street  
London SW1

1 June 1983

Dear Robin,

PROCEDURE FOR GENERAL ELECTIONS

I expect you will be up-dating the guide in the light of this year's election. I list below a number of passages that will need altering.

Choice of date

Page 1, footnote. This should now read -

"\*(Part I of Schedule 1 of the Representation of the People Act 1983)".

Page 2, para 5.1. The first 2½ lines should now read -

"5.1 The rules in Part I of Schedule 1 of the 1983 Act provide that".

Page 7, para 15. The first line should now read -

"15. Under Part I of the Representation of the People Act 1983 the last".

Action before election announcement

Page 15, para 36. The normal interval between dissolution and polling is now 22 days (see para 5.1, last sentence), which means that dissolution will normally occur on a Wednesday for a Thursday polling day. So the parenthesis should now read -

"(normally a Wednesday because of the customary choice of a Thursday for polling and the normal 22 day interval between dissolution and polling)".

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Please check by reference to a calendar that I have got this right.

Page 18, para 41. The normal timing is as follows -

- Day 1. Commission read. Commons elect a Speaker, and adjourn.
- Day 2. The Speaker is approved, after which the taking of the Oath by Members begins.
- Day 3. Oath-taking continues.
- Day 4. Oath-taking continues, the swearing of the greater part of the Members being achieved fairly early on this day.

In 1970, the greater part of the Members were sworn on days 2 and 3, with the Opening on day 4. Day 4 is thus the earliest practicable day for the Opening. I think para. 41 would be clearer with the following alterations -

Line 2, for "When" substitute "On the day that"

Line 6, for "election of the Speaker" substitute "approbation of the Speaker on the second day on which the House meets,".

Line 10, for words from "fairly" to "meets" in line 11 substitute "by fairly early on the fourth day on which the House meets, though in 1970 this was achieved on the third day, thus enabling the Opening to take place on the fourth day."

Finally, you may think it worth adding a few words to para. 9 of Checklist I, or to para. 5.3 on page 2, or to both, to the effect that dissolution dates for all likely polling days should be cleared with First Parliamentary Counsel as soon as there is any likelihood of an election.

GEORGE ENGLE

*Yours sincerely*  
*George Engle*

CONFIDENTIAL



CABINET OFFICE

70 Whitehall, London SW1A 2AS Telephone 01-233 -7665.

A.S.C.  $\frac{21}{5}$   
f-a-

31 May 1983

Dear Private Secretary

ELECTION BUSINESS COMMITTEE

1. I enclose some guidance material, prepared by the Conservative Research Department, for issue to Conservative candidates on *Arab/Israeli relations*.

I should be grateful if you could let us know as soon as possible, and certainly within 24 hours, whether your Minister

- (a) approves the draft, or wishes to amend it or offer a new one;
- (b) considers that the draft should be approved by the Election Business Committee.

2. (a) If you have no comments, or small amendments, please telephone:-

|                        | <u>Federal</u> | <u>233 Ext.</u> |
|------------------------|----------------|-----------------|
| ✓ Miss J A Lewis-Jones | 3006           | 7665 or 7272    |
| Mr R Watson            | 2359           | 7251 or 8276    |

- (b) More extensive amendments should be marked on the enclosed copy.

- (c) If you propose a new draft, please send us two copies on plain (unheaded) paper.

3. Copies of this letter go to the Private Secretary to the ~~following~~ *Ministers* *Prime Minister*

Yours sincerely

*Janet Lewis-Jones*

R. WATSON

The Private Secretary to the

*Secretary of State for Foreign & Commonwealth Affairs*



Rec'd 9.20, 31/5

## Conservative Research Department

32 Smith Square Westminster SW1P 3HH Telephone 01-222 9511

---

Director: PETER CROPPER

30.5.83

Dear Miss Lewis-Jones,

The National Zionist Council has asked for comment on the Arab/Israeli conflict from the Prime Minister. A draft reply for the Prime Minister has been prepared here. I would be grateful if you could now seek comments upon our draft from the FO.

Yours,

*Alistair Cooke*

ALISTAIR COOKE

Draft Reply to National Zionist Council

In your letter to Mr. Andrew Thompson of 26th May, you ask for my views on 5 aspects of the Arab/Israeli conflict.

First of all, I would like to reiterate my strong, personal support and admiration for the state of Israel. Both Britain and Israel are committed to the defence of democratic principles. Although we may differ from time to time on matters of policy, I am confident that the values which we share will always ensure a close friendship between the peoples of Israel and Britain.

- 1) The Conservative Government does not accept the PLO's claim to be the sole legitimate representative of the Palestinian people and does not accord the organisation or its London representative any official status. But we and our partners in the European Community believe that the PLO will have to be associated with negotiations, because of the support they enjoy among the Palestinian people. It has been Government policy for many years to maintain contacts with the PLO. I have, however, for some time drawn a distinction between contacts at Cabinet minister level and contacts at a lower level.
- 2) The status of Jerusalem has been in question for many years. It would not be appropriate to move the British Embassy, until the status of Jerusalem has been settled by international agreement.
- 3) I cannot agree with you that there is an unconditional right for Jews to settle on the West Bank and Gaza. I have to say that the present expansion of such settlements in the West Bank is a grave impediment to the peace process.
- 4) It is the policy of the Conservative Government that some form of Palestinian self-determination is an essential part of an eventual peace settlement. What form this self-determination would take and what relation it would have with Jordan must be a matter for the negotiating process.

5) The Camp David Agreement was an historic achievement. However, for all Camp David's success in laying the foundations for the Israeli/Egyptian Peace Treaty, it does not appear likely in itself to lead to a solution of the wider problem. So far as the present state of negotiations is concerned, President Reagan's initiative of last September remains the only practical starting point.

RT/RDO 30th May 1983





# NATIONAL ZIONIST COUNCIL

OF GREAT BRITAIN AND IRELAND

2b, GOLDERS GREEN ROAD, LONDON NW11 8LH



SK/CB

GENERAL SECRETARIES:

Simon C. Kritz  
Paul Cohen

26 May 1983

Mr Andrew Thompson  
Campaign Headquarters  
212 Ballards Lane  
LONDON N3

Dear Mr Thompson

Further to our telephone conversation of May 24th, explaining that the Prime Minister could not hold a public meeting in her constituency, due to the pressure of her programme, you were good enough to inform me she would be prepared to answer questions that would have been put to her had a public meeting taken place.

The National Zionist Council consists of the three major Zionist organisations in this country representing the majority of active Zionists.

We have had letters and requests from many members up and down the country, asking us to obtain a policy declaration from Mrs Thatcher.

The great majority of the Jewish people are united about the following issues:-

1. The PLO is a terrorist organisation whose avowed aim is the destruction of the State of Israel. Any contact between the British Government and PLO officials at any level, is not acceptable and would be an affront to the Jewish Community in this country and certainly not in keeping with the democratic tradition of Great Britain.
2. Jerusalem is the undivided and eternal capital of the State of Israel, and we therefore expect that the embassies of friendly countries be located in Jerusalem.
3. The right for Jews to settle in all parts of the land of Israel is inalienable and this includes Judea, Samaria and Gaza. Under no circumstances can settlements in these areas be termed illegal.  
  
This in no way inhibits the Government of Israel to negotiate in the course of a full peace agreement the final borders of Israel with any neighbouring country.
4. No second Palestinian Arab State (there is one already in

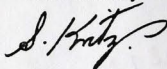
existence called Jordan in over three-quarters of Mandatory Palestine with a majority population of Palestinian Arabs).

5. The Camp David Agreement is the only basis for lasting peace in the Middle East.

We have mentioned here five points about which there is a consensus in the Jewish community and which we consider as being essential for the continued existence of Israel and also of vital importance to the Western democracies.

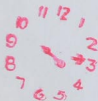
The Prime Minister is well-known as a friend and supporter of Israel and in view of the impending General Election, we would be grateful for her comments on the points raised. We do so with special regard to some of the statements which have been made by senior Foreign Office officials and which statements have been, to put it mildly extremely disturbing to the Jewish community of this country.

Yours Faithfully



SIMON G KRITZ  
General Secretary  
-----

31 MAY 1983







FILE

SH

bcc: Mr. Ingham

10 DOWNING STREET

From the Principal Private Secretary

27 May, 1983

I am enclosing for your information an exchange of correspondence we have had with the Editors of The Times, The Guardian and The Daily Telegraph about the embargo on the Birthday Honours. We did consult the Prime Minister on the compromise suggested by the three Editors, but she decided that on this occasion it would be wrong to take risks, even selectively, and I know from our earlier conversations that you share this view.

D.E.R. BUTLER

The Rt. Hon. Sir Philip Moore, K.C.B., K.C.V.O.,  
C.M.G.

Gul



FILE SH  
b cc: Mr. Ingham

10 DOWNING STREET

*From the Principal Private Secretary*

27 May, 1983

The Prime Minister has asked me to thank you for your letter of 24 May and to assure you that she understands what a difficult problem the coincidence of the General Election and the Birthday Honours List creates for you.

The Prime Minister has therefore considered sympathetically the suggestion in your letter, recognising the important service which your newspapers perform in publishing the lists in full. But even so she has concluded, with regret, that it would not be right to adopt the compromise proposed in your letter. Other newspapers, like The Scotsman, Glasgow Herald, Yorkshire Post and Birmingham Post, seek to give comprehensive regional coverage; and, even though it can rightly be argued that the problem of your three newspapers is most acute, the Prime Minister does not see how she could answer the argument that it is wrong to take a risk with your newspapers which she is not prepared to take with others. Having taken the general decision, of which you acknowledge the validity, the Prime Minister has concluded that she must stick to it across the board.

I am copying this letter to the Editors of The Guardian and The Daily Telegraph.

E.E.R. BUTLER

Charles Douglas-Home, Esq.

**SECRET:** PROGRAMME AS AT 27th MAY (4th edition)

Mr Robin Butler  
Copy no. 10

Re: *Re: Butler*

Saturday 28th May

09.00 Hair  
11.00 Depart for Williamsburg

Monday 30th May

08.45 Arrive Heathrow  
09.45 Visit CCO or return direct to No.10  
17.00 Hair appointment  
Speechwriting

Tuesday 31st May

07.45 Dr Henderson  
08.00 Robin Butler  
08.15 Depart for Central Office  
10.00 Chairman  
10.30 - 13.00 Prepare for & record Panorama  
12.00 (Actual recording takes place)  
13.15 Lunch in flat  
13.45 Depart No.10 for Victoria  
14.00 Depart Victoria for Gatwick  
15.00 Depart Gatwick  
16.00 Arrive Edinburgh  
16.30 Visit Chester St. Conservative Offices  
16.50 Arrive Caledonian Hotel  
19.10 Depart Caledonian Hotel  
19.15 Address Rally at George Watson College  
20.15 Depart for airport  
21.00 Depart Edinburgh Airport  
21.30 Arrive Inverness  
Stay overnight at Station Hotel

Wednesday 1st June

08.30 Media interviews at hotel  
08.55 Depart Station Hotel  
Visit Tarka Controls Ltd, Inverness  
Visit James Johnston, of Elgin  
Possible media interview if not done earlier  
Drive to Lossiemouth  
12.00 Depart Lossiemouth by air  
13.06 Arrive Manchester Airport  
Possible media interviews at airport  
Depart in coach for Warbertons Bakery, Bolton  
Possible visit to Robinsons Brewery, Stockport  
16.30 Depart Manchester by air  
17.15 Arrive Gatwick  
18.15 Arrive No.10  
Speechwriting (West Midlands)



SECRET

*Revised programme*

*Robin Butler*

Copy no. 1

Thursday 2nd June

08.00 Robin Butler  
08.15 Depart No.10  
09.30 Press Conference  
10.00 Chairman  
10.45 Depart for Victoria  
11.00 Depart Victoria for Gatwick  
12.00 Depart Gatwick  
12.45 Arrive East Midlands Airport  
Whistlestop at Shepshed (N.W. Leics)  
13.45 Open Air meeting at Leicester Town Hall Square  
14.05 Depart  
14.10 Visit Kempton's Knitwear factory  
14.40 Depart for Northampton  
15.05 Whistlestop at Market Harborough  
15.35 Visit Weetabix factory, Burton Latimer  
16.05 Depart  
16.10 Meet party workers at Pytchley House  
16.30 Depart from Pytchley House by helicopter  
17.30 Arrive Battersea  
18.00 Arrive No.10 by car  
Hair: comb-out  
18.45 Briefing from Gordon Reece  
19.30 Record TV Eye interview (at No 12)  
20.30 Supper in flat  
21.00 Speechwriting (West Midlands)

Friday 3rd June

08.00 Robin Butler  
08.15 Depart No.10  
09.30 Press Conference  
10.00 Chairman  
10.20 BBC interview  
10.45 Depart CCO  
11.00 Depart Battersea by helicopter  
11.45 Arrive Baginbun Airport  
Possible Central TV interview  
Roadside stop Coventry S.W. constituency  
13.00 Lunch with regional editors, Allersley Hotel, Coventry  
14.00 Depart in bus for Aston University Science Park  
14.25 Arrive Science Park  
15.10 Depart Science Park  
15.30 Visit Daily Mail Ideal Home Exhibition at  
Birmingham Exhibition Centre  
16.15 Depart for Hotel Metropole (in same complex)  
19.15 Rally at Birmingham Exhibition Centre  
20.15 Return to London by car  
22.30 Arrive No.10

SECRET

Saturday 4th June

Morning visit to Greater London constituencies

Afternoon visit to Finchley

Possible visit to Hampstead, Hendon North, etc  
on way back to London

19.00      Speechwriting (Youth Rally)

Sunday 5th June

|       |                                   |
|-------|-----------------------------------|
| 09.00 | Hair appointment                  |
| 10.30 | Briefing for television           |
| 11.30 | Depart No.10 for studio           |
| 12.00 | Weekend World                     |
| 13.00 | Return to No.10                   |
| 14.45 | Depart No.10 for Wembley          |
| 15.30 | Address Youth Rally at Wembley    |
| 16.30 | Depart Wembley                    |
| 17.00 | Arrive Maddox St, W.1. Record PEB |
| 20.00 | Supper in flat                    |
| 20.30 | Speechwriting                     |

SECRETMonday 6th June

08.00 Robin Butler  
08.15 Depart No.10 for CCO  
09.30 Press Conference  
10.00 Chairman  
10.20 Media interview - ITN  
10.45 Depart for tour of Greater London  
marginal constituencies  
15.00 Arrive Aldwych/Kingsway for  
15.30 Granada 500 programme, live  
16.30 Return to No.10  
Speechwriting (North West Rally)

Tuesday 7th June

07.45 Dr Henderson  
08.00 Briefing at No.10  
08.25 Depart No.10  
08.45 Arrive BBC Lime Grove  
08.45 Make-up if necessary  
09.05 Election Call  
10.00 Depart BBC  
Call in at Central Office if necessary  
12.15 No. 10 - Hair comb-out  
13.00 Lunch in flat  
14.10 Depart for Maddox Street  
14.30 Record PEB  
15.30 Depart Maddox Street for Victoria  
16.00 Depart Victoria for Gatwick  
17.00 Depart Gatwick for Fleetwood  
19.15 Rally at Fleetwood  
20.15 Depart for airport  
21.00 Depart airport for Gatwick  
Car to No.10



SECRETWednesday 8th June

|       |                                |
|-------|--------------------------------|
| 08.00 | Robin Butler                   |
| 08.15 | Depart No.10                   |
| 09.30 | Press Conference               |
| 10.00 | Chairman                       |
| 10.20 | BBC Interview                  |
| 10.50 | ITN Interview                  |
| 11.30 | Depart CCO                     |
|       | Depart Battersea by helicopter |
|       | Day visit to Wessex            |
|       | Aldershot                      |
|       | Salisbury                      |
| 16.30 | Arrive London                  |
| 16.45 | Arrive No.10                   |
| 17.00 | Hair - comb-out                |
|       | Finchley Eve of Poll Meetings  |

Thursday 9th June

Polling Day

Vote - then to Finchley all day

Pl. type draft below

1

PRIME MINISTER

c Mr. Ingham

BIRTHDAY HONOURS - EMBARGO

Attached is a letter from the Editors of The Times, Guardian and Daily Telegraph seeking your authority for the release to them of the Birthday Honours List under embargo at noon on polling day (June 9). Our deliberate plan, which you have approved, is to make the lists available under embargo immediately the polls have closed for publication in the morning papers of The Queen's Official Birthday - June 11.

There is no doubt that The Times, Guardian and Telegraph have a serious (and they would say impossible) problem of setting the Birthday Honours List in type at the same time as they have to set the full constituency-by-constituency results of the General Election.

But they are not the only ones. So do those provincial morning newspapers like The Scotsman, Glasgow Herald, Yorkshire Post and Birmingham Post which seek to give comprehensive regional, if not national, coverage.

It is however true that the problem of The Times, Guardian and Telegraph is most acute.

✓ Nonetheless, my advice - and Bernard Ingham strongly agrees - is that you should adhere to your original decision to make the list available under embargo only when the polls have closed.

The three editors admit they cannot fault your original decision. They also pledge the good faith of their newspapers if you agree to release at noon on June 9.

But they cannot deliver their staffs let alone bind other news outlets - e.g. evening newspapers and radio and television.

This is not to say that the embargo would be broken. But you cannot be too careful on this occasion. At the end of the day, if you were to accept this proposal, you would be taking a risk with these

three newspapers which you are not prepared to take with others;  
and I do not see how you could defend that.

✓ Agree to stand by release under embargo at 10.00 pm on June 9?  
If you do I attach a draft of a sympathetic reply which Bernard  
Ingham or I would send to the Editors.

R.R.B.

yes

mf

26 May 1983



CHARLES DOUGLAS-HOME, EDITOR, THE TIMES  
DRAFT REPLY TO THE EDITORS OF THE TIMES, THE GUARDIAN AND  
THE DAILY TELEGRAPH

---

The Prime Minister has asked me to thank you for your letter of 24 May and to assure you that she understands what a difficult problem the coincidence of the General Election and the Birthday Honours List creates for you.

The Prime Minister has therefore considered sympathetically the suggestion in your letter, recognising the important service which your newspapers perform in publishing the lists in full. But even so she has concluded, with regret, that it would not be right to adopt the compromise proposed in your letter. Other newspapers, like The Scotsman, Glasgow Herald, Yorkshire Post and Birmingham Post seek to give comprehensive regional coverage; and, even though it can rightly be argued that the problem of your three newspapers is most acute, the Prime Minister does not see how she could answer the argument that it is wrong to take a risk with your newspapers which she <sup>is not</sup> ~~has not been~~ prepared to take with others. Having taken the general decision, ~~of which you generously~~ <sup>for which you acknowledge</sup> ~~of which~~ <sup>you acknowledge the validity,</sup> ~~acknowledge the validity,~~ the Prime Minister has concluded that she must stick to it across the board.

I am copying this letter to the Editor of The Guardian and The Daily Telegraph.

Election file

Mr. Fisher

DAVID WOLFSON

PANORAMA INTERVIEW: TUESDAY 31st MAY 1983

10.30 - 13.00 hours

The Prime Minister has agreed to be interviewed by Panorama next Tuesday morning before flying to Edinburgh for a major rally speech.

Gordon Reece is arranging for this interview to be done at No 12, because in view of the Prime Minister's schedule it would not be possible for her to go to the Panorama studios in the time available.

The background scenery will be arranged to ensure that it is unrecognisable as part of No 10.

Sally

Sally Dickson

25th May 1983

cc ~~Robin Butler~~  
Bernard Ingham



From: Editors, The Times, Guardian, Daily Telegraph

May 24th, 1983

Dear Prime Minister

It goes without saying that we would not trouble you at a time like this unless we had a grievous difficulty. Our difficulty springs from what, we have to admit, is an entirely proper decision taken at No. 10 about the issue of the Birthday Honours List.

Because it is obviously imperative that nothing in this List - or not in the List - could be held to influence voting; and because on a previous occasion Fleet Street showed itself to be unreliable (to say the least) on the embargo imposed on such a list, your staff feel that it ought not to be made available to newspapers until the polls close on June 9. In all honesty we cannot fault that decision.

It does, however, put our three newspapers (because we publish the Honours in full) in a quandary. For it means that setting the list cannot begin until an hour or two before election results begin to flow through the night. For those of us with a Manchester end to work in, the timing imposes fearful difficulties.

We think it would be wrong to postpone publication of part or all of the List until Monday. As things stand we would simply have to attempt the nearly impossible. There is, however, one possible compromise which would need your authority.

Given a pledge of good faith on behalf of our newspapers would you be willing to authorise the release of this List to us at noon on Thursday June 9? Even those few hours would, technically, make a great difference. Furthermore, an overnight leak would be impossible.

In seeking your consent to this course, we have to weigh whether such a concession might arouse towards No. 10 or ourselves ill will from other newspapers. We seriously think after talking to the Palace about it that it would not. For what we are asking for is not a journalistic favour; it

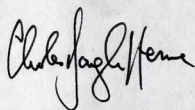


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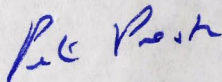
relates solely to the setting problem for three newspapers which habitually carry the lists in full.

We repeat our regret at troubling you with such a matter just now. The objective we all share is doing justice to the Birthday Honours, and the recipients of those honours.

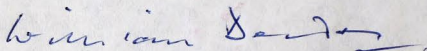
Yours sincerely,



EDITOR, The Times



EDITOR, The Guardian



EDITOR, The Daily Telegraph

The Rt. Hon. Margaret Thatcher,  
10 Downing Street,  
SW 1

24 MAY 1983



CONFIDENTIAL



*file 26*

10 DOWNING STREET

*From the Principal Private Secretary*

SIR ROBERT ARMSTRONG

Thank you for your minute of 23 May seeking the Prime Minister's approval on a contingency basis for a note about the custody of Cabinet documents which would be issued only if the present Government were not returned in the General Election. The Prime Minister is content with the paper on this basis.

E. E. R. BUTLER

24 May 1983

CONFIDENTIAL



010  
**CONFIDENTIAL**

Prime Minister

Content with this  
paper?

Ref. A083/1485

MR BUTLER

Yes m

ERB  
23.5

During an Election campaign - and without any regard to its likely outcome - it is customary for the Secretary of the Cabinet to seek the Prime Minister's approval, on a contingency basis, to a note about the custody of Cabinet documents which would be issued only if the Government party were not returned.

2. The reason for this procedure is simply that, if there is a change of Government, the outgoing Prime Minister is sometimes not immediately available to approve this instruction before Ministers start clearing their desks.

3. Would the Prime Minister be ready to approve the attached draft on this purely contingent basis?

REA

ROBERT ARMSTRONG

23 May 1983

**CONFIDENTIAL**

DRAFT

## CUSTODY OF CABINET DOCUMENTS

Note by the Prime Minister

---

1. It is a well established rule that members of the Government in office may not have access to the Cabinet papers of earlier Governments of a different political complexion except by agreement between the two Prime Ministers concerned. To assist in securing compliance with this rule in the immediate future, all Ministers should forthwith arrange for the destruction by their Departments of all copies now held by Ministers of (i) papers and minutes of the Cabinet itself, and (ii) papers and minutes of all Ministerial Cabinet Committees and of any similar Ministerial meetings. Departments are reminded that the destruction of all Secret and Top Secret documents should be supervised by two individuals, both of whom sign the destruction certificate. This request extends to all papers since the Conservative Government came into office in May 1979.

2. I ask that Ministers should not take away with them, on relinquishing office, any Cabinet papers or minutes - whether of the Cabinet itself or of Cabinet Committees. This request applies to papers which a Minister submitted himself as well as to those submitted by other Ministers. Under modern conditions general compliance with this request is necessary to

ensure the safe custody of Cabinet documents. Any former Minister may at any time have access in the Cabinet Office to copies of Cabinet or Cabinet Committee papers issued to him while he was in office; and the services of the Secretary of the Cabinet and his staff will continue to be available to former Ministers for this purpose.

3. I also ask that Ministers should not take away with them copies of other official documents seen or used by them during their period of office - for example, minutes, letters, telegrams and the papers of Boards or Committees. It is customary to give a former Minister access to such documents, in the Department concerned, just as facilities are accorded for him to see Cabinet papers issued to him while he was in office.





10 DOWNING STREET

From the Press Secretary

1. Mr. Fletcher
2. Mr. Davies-Jones  
for Election procedure  
book

20 May 1983

Dear Tony,

I was approached yesterday by John Ledlie, MOD, to say that he had heard that arrangements were being made for the Prime Minister to hold a press conference in Deal on Ministry of Defence property. He hoped that this was not so since it was contrary to well established practice.

I have double checked this with Robin Butler and find that this is indeed so. The issue has arisen in previous elections and there is no doubt from the record that the advice is that MOD property, like other Government property, should be given a wide berth for electioneering purposes.

*Bernard Ingham*  
*Bernard I.*

BERNARD INGHAM

cc Robin Butler ✓  
David Wolfson  
Derek Howe  
Neville Taylor, MOD

Anthony Shrimpsley, Esq.

Blackon

2

Prime Minister

to see



10 DOWNING STREET

Robin,

ml

Press Office tell me  
that there will  
probably be a <sup>TV</sup> film  
crew outside No. 10  
when the Prime Minister  
leaves early tomorrow  
morning (only for filming,  
no interviews expected).

She may wish to  
have advance warning.

---

Susan

19.5.83.

MR WOLFSON

cc Mr Coles  
Mr Scholar  
Mr Rickett  
Mr Ingham  
Mr Davies-Jones

Banana Skin Neutralisation

Last night's episode over the Time Out article, and a talk with the Chancellor's Private Secretary, prompts these thoughts about the respective roles of the Private Office, Political Office and Press Office in dealing with stories about the Government's actions which come out as part of the Election debate.

It is written on my heart that the failure of Mr. Heath's 1974 Government to take action quickly enough to deal with the story about the miners' pay figure was generally thought to have gravely damaged them.

I suggest that our respective roles should be:-

- i. Private, Press or Political Offices should immediately alert the other (and the Prime Minister) to the breaking of a story, depending on who hears of it first. The No.10 Duty Clerk should alert the duty Private Secretary of any such story if it appears on the tapes when the Private Secretaries have gone home.
- ii. Private Office (or the Private Secretary on duty at home) should:-
  - a. Alert the Private Offices of other Cabinet Ministers who are involved and may be questioned about the story;
  - b. Commission, or if necessary prepare, a factual note for the Prime Minister, copied to other Ministers concerned. (The important point about the latter is that, however difficult or inconvenient it is,

/it is more



it is more important to get some briefing to Ministers quickly, and particularly in time for them to be able to counter stories before the television news or next day's papers if they want to, than to get something comprehensive from the relevant experts - but, of course, any briefing should be checked as carefully as possible by telephoning the experts at home if necessary).

- iii. It is for Political Office to arrange, with Conservative Central Office, for the appearance of Ministers on the media or a statement from Central Office to deal with the story.
- iv. The No.10 Press Office should be given a copy of the briefing material but should use it for answering factual questions rather than adopting a positive profile in volunteering guidance.

Are you happy with this allocation of responsibilities? Bernard Ingham has emphasised to me the importance of speed of response: he points out that in this, more than in any other previous election, the media are pervasive - e.g. Channel 4 and breakfast TV in the potent area of television.

F.R.B.

19 May 1983



10 DOWNING STREET

*From the Press Secretary*

In Bullis

I think this is fine, but perhaps in the nature of things Press Office might get just wind of a story. I shall reinforce your alert.

However, my experience suggests two things:

- first, the machine, because quite properly it seeks to be impartial, is slower during an election than at other times; and
- second, there can be failures of communication and even omissions in getting a spokesman into print, and on radio or television. The CCO machine is less reliable or smooth running than the Government Information Service.

(P.O.)

Consequently, I wonder whether you might not  
probably add a final para.

Bernard Ingham has  
"If so (ie if you are happy with the allocation  
of responsibilities) ~~could~~ <sup>to me</sup> emphasized the  
importance of speed of response? In this,  
more than any <sup>are</sup> ~~the~~ previous election,  
the media ~~is~~ <sup>are</sup> pervasive - eg Channel  
4 and breakfast TV ~~on~~ in the potent area of  
betwixism."

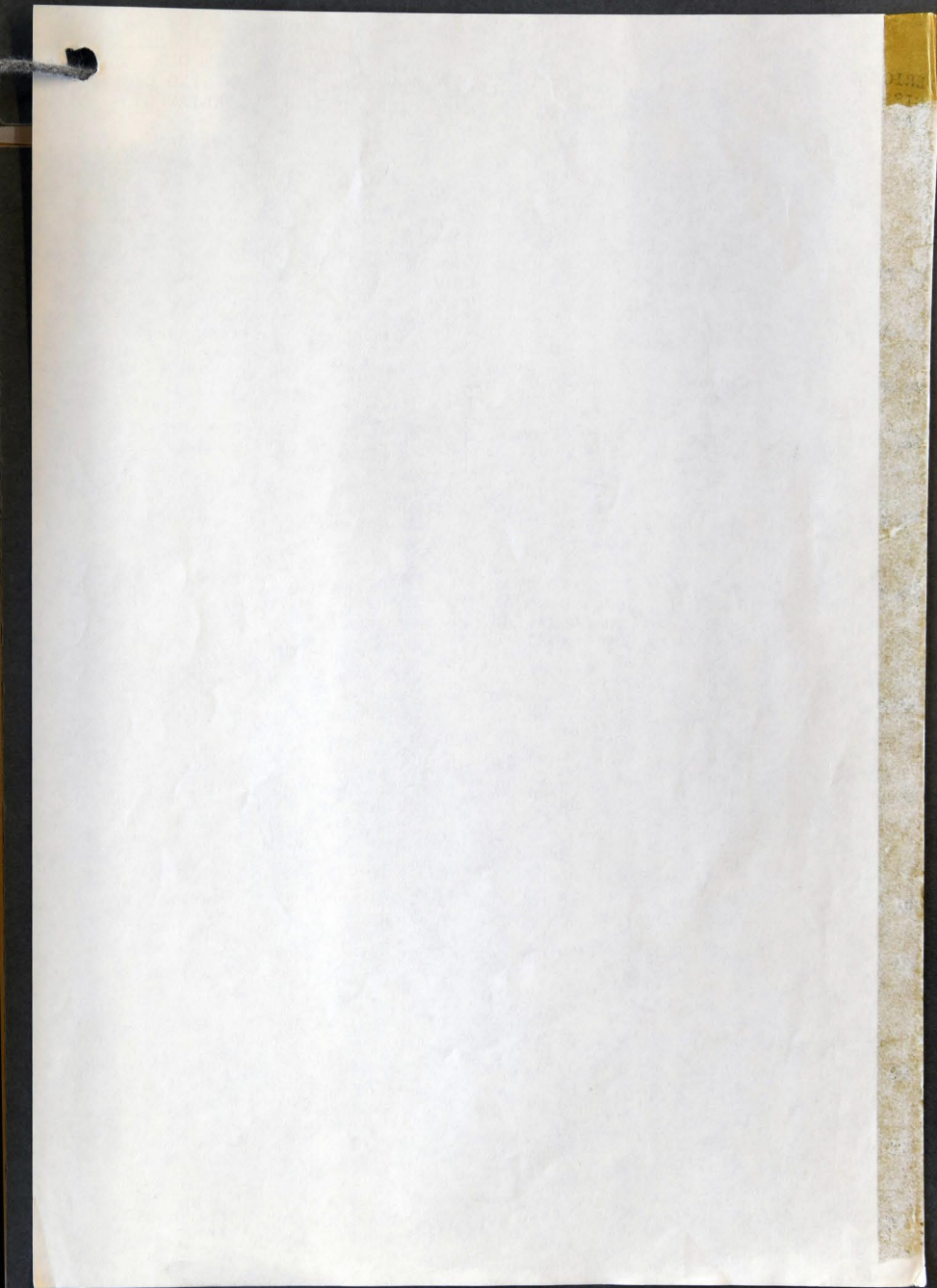
Bryan  
19, 1



14-83

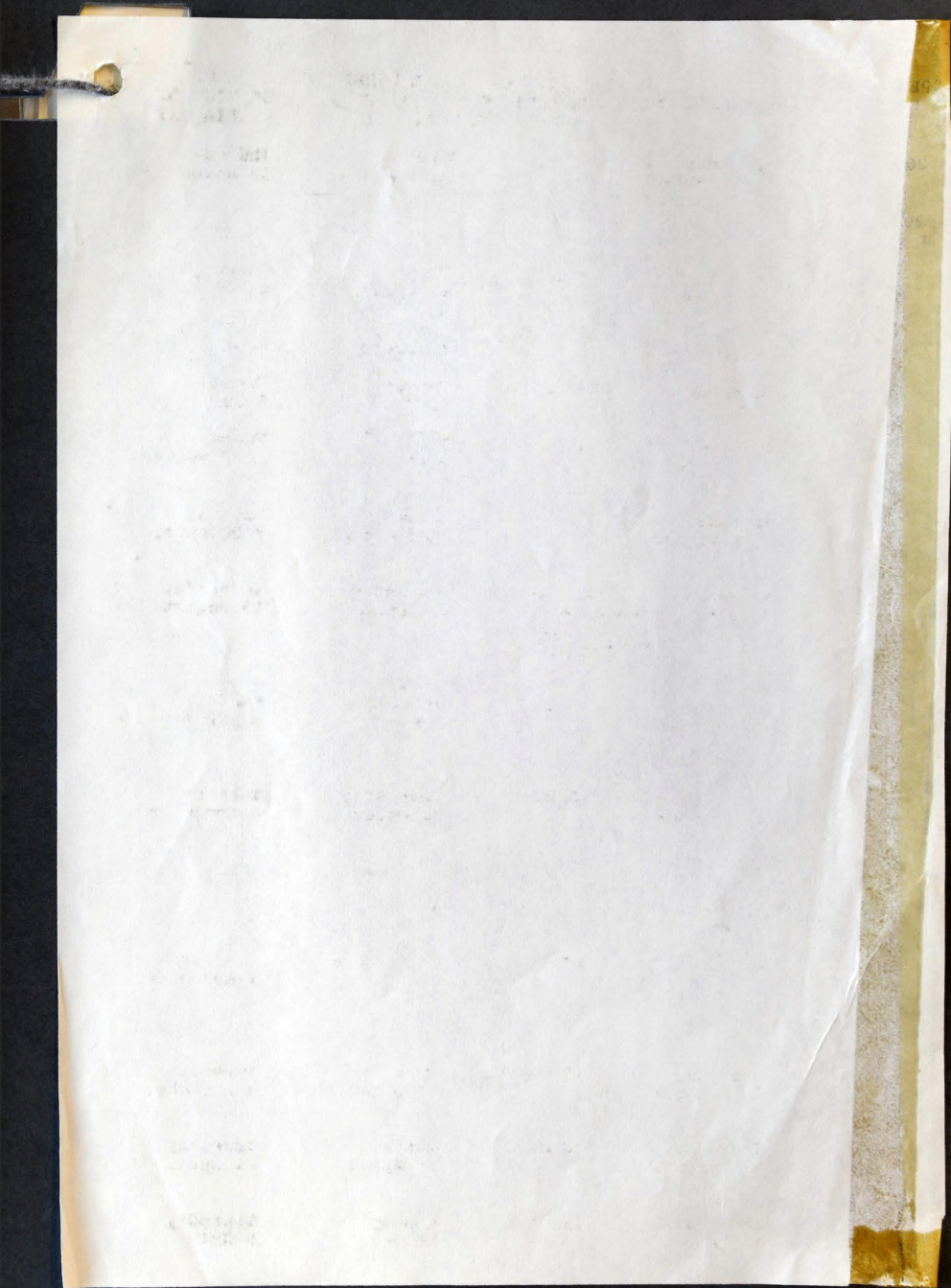
PERIOD BETWEEN ANNOUNCEMENT AND POLLING DAY

|      |    |
|------|----|
| 1922 | 27 |
| 1923 | 23 |
| 1924 | 20 |
| 1929 | 36 |
| 1931 | 22 |
| 1935 | 22 |
| 1945 | 47 |
| 1950 | 43 |
| 1951 | 36 |
| 1955 | 41 |
| 1959 | 30 |
| 1964 | 30 |
| 1966 | 31 |
| 1970 | 31 |
| 1974 | 21 |
| 1974 | 22 |
| 1979 | 35 |
| 1983 | 31 |



| PERIOD BETWEEN<br>DISSOLUTION<br>(AND POLL | POLL DATE                | PERIOD BETWEEN<br>POLL AND MEETING<br>OF NEW PARLIAMENT      | DATE PARLIAMENT<br>MET AFTER<br>ELECTION | DATE OF<br>OPENING OF<br>PARLIAMENT |
|--|--------------------------|--|--|-------------------------------------|
| 20 days                                    | Wednesday<br>15 November | 5 days   | Monday<br>20 November                    | Thursday<br>23 November             |
| 20 days                                    | Thursday<br>6 December   | 33 days  | Tuesday<br>8 January 1924                | Tuesday<br>15 January               |
| 20 days                                    | Tuesday<br>29 October    | 4 days   | Tuesday<br>2 December                    | Tuesday<br>9 December               |
| 20 days                                    | Thursday<br>30 May       | 26 days  | Tuesday<br>25 June                       | Tuesday<br>2 July                   |
| 20 days                                    | Tuesday<br>27 October    | 7 days   | Tuesday<br>3 November                    | Tuesday<br>10 November              |
| 20 days                                    | Thursday<br>14 November  | 12 days  | Tuesday<br>26 November                   | Tuesday<br>3 December               |
| 25 days                                    | Thursday<br>5 July       | 27 days<br>(counting of<br>votes extended<br>by legislation) | Wednesday<br>1 August                    | Wednesday<br>15 August              |
| 20 days                                    | Thursday<br>23 February  | 6 days   | Wednesday<br>1 March                     | Monday<br>6 March                   |
| 20 days                                    | Thursday<br>25 October   | 6 days   | Wednesday<br>31 October                  | Tuesday<br>6 November               |
| 20 days                                    | Thursday<br>26 May       | 12 days  | Tuesday<br>7 June                        | Thursday<br>9 June                  |
| 20 days                                    | Thursday<br>8 October    | 12 days  | 20 October                               | Tuesday<br>1 November               |
| 20 days                                    | Thursday<br>15 October   | 12 days  | Tuesday<br>27 October                    | Tuesday<br>3 November               |
| 21 days                                    | Thursday<br>31 March     | 18 days  | Monday<br>18 April                       | Thursday<br>21 April                |
| 20 days                                    | Thursday<br>18 June      | 11 days  | Monday<br>29 June                        | Thursday<br>2 July                  |





| PERIOD BETWEEN<br>DISSOLUTION<br>AND POLL | POLL DATE               | PERIOD BETWEEN<br>POLL AND MEETING<br>OF NEW PARLIAMENT | DATE PARLIAMENT<br>MET AFTER<br>ELECTION | DATE OF<br>OPENING OF<br>PARLIAMENT |
|---|-------------------------|---|--|-------------------------------------|
| 20 days                                   | Thursday<br>28 February | 6 days  | Wednesday<br>6 March                     | Tuesday<br>12 March                 |
| 20 days                                   | Thursday<br>10 October  | 12 days   | Tuesday<br>22 October                    | Tuesday<br>29 October               |
| 26 days                                   | Thursday<br>3 May       | 6 days  | Wednesday<br>9 May                       | Tuesday 15 May                      |

| YEAR | DATE OF AN<br>ANNOUNCEMENT<br>OF DISSOLUTION | PERIOD BETWEEN<br>ANNOUNCEMENT<br>AND DISSOLUTION | NEXT MEETING OF<br>PARLIAMENT AFTER<br>ANNOUNCEMENT | DISSOL<br>DATE         |
|------|--|---|---|------------------------|
| 1974 | Thursday 7 February                          | 1 day   | House sitting                                       | Friday<br>8 February   |
| 1974 | Wednesday<br>18 September                    | 2 days  | Not until after<br>the Election.<br>House in recess | Friday<br>20 September |
| 1979 | Thursday 29 March                            | 9 days  | Same day  | Saturday<br>7 April    |



| YEAR | DATE OF AN<br>ANNOUNCEMENT<br>OF DISSOLUTION  | PERIOD BETWEEN<br>ANNOUNCEMENT<br>AND DISSOLUTION                               | NEXT MEETING OF<br>PARLIAMENT AFTER<br>ANNOUNCEMENT   | DISSOLVED<br>DATE   |
|------|---|---|---|---------------------|
| 1922 | (Government resigns)<br>Thursday 19 October<br>Meeting at Carlton<br>Club on 19 October | 7 days  | Not until after<br>Election. House<br>stood adjourned<br>until 14 Nov when<br>dissolved and<br>announcement made. | 26 Octo             |
| 1923 | Tuesday 13 November<br>(In the House)   | 3 days  | House sitting   | Friday<br>16 Novem  |
| 1924 | Government Defeat<br>Wednesday 9 October  | None<br>(same day)  | House sitting   | Wednesd<br>9 Octobe |
| 1929 | Wednesday 24 April<br>(In the House)  | 16 days   | House sitting   | Friday<br>10 May    |
| 1931 | Tuesday 6 October<br>(Answer to PNQ in<br>House)  | ? 2 days  | House sitting   | Wednesd<br>7 Oct    |
| 1935 | Wednesday 23 October<br>(In the House in<br>debate)                                     | 2 days  | House sitting   | Friday<br>25 Octob  |
| 1945 | Thursday 24 May   | 22 days<br>(Special arrang-<br>ement of War<br>Cabinet approved<br>by The King) | Tuesday 29 May<br>(House stood<br>adjourned for<br>Whitsun)   | Friday<br>15 June   |
| 1950 | Wednesday<br>11 January<br>(Statement from<br>No.10-no broadcast)                       | 23 days   | Not until after<br>Election as House<br>stood Prorogued.  | Friday<br>3 Februa  |
| 1951 | Wednesday<br>19 September<br>(broadcast)  | 16 days   | Thursday 4 October<br>House recalled by<br>Speaker (House had<br>stood adjourned to<br>16 October)                | Friday<br>5 Oct     |
| 1955 | Friday 15 April<br>(broadcast)  | 21 days   | 19 April (after<br>Easter recess)   | 6 May               |
| 1959 | Tuesday 8 September<br>Announced from<br>10 Downing Street                              | 10 days   | 18 September<br>House recalled<br>by Speaker (House<br>had stood adjourned<br>to 22 October)                      | 18 Sept             |
| 1964 | Tuesday 15 September<br>Announced from<br>10 Downing Street                             | 10 days   | Not until after<br>Election. House<br>in recess   | Friday<br>25 Sep    |
| 1966 | Monday 28 February<br>Announced from<br>10 Downing Street                               | 10 days   | House sitting   | Thursd<br>10 Mar    |
| 1970 | Monday 18 May<br>Announced from<br>10 Downing Street                                    | 11 days   | Lords sitting<br>Commons recalled<br>on Tues 26 May   | Frida<br>29 Ma      |

File

SWITCHBOARD

c. Mr. Coles  
Mr. Scholar  
Mr. Rickett  
Mr. Flesher  
Mr. Joce  
Duty Clerk

I attach a minute from  
Superintendent Cawthorne listing the  
telephone numbers on which the Prime  
Minister can be contacted while she is  
out on the General Election campaign.  
These means of communication will not  
be secure.

FAB

18 May 1983

*Robin - to keep.* ✓

Mr. Butler.

1. Whenever the Prime Minister travels out of town on her election campaign, the means of communication will be as follows:

- (a) From 8.15 am to 10.45 am each day: Conservative Central Office,  
tel: 222 9000  
Ext. 2105/6 or  
222 1048 (direct to  
PM's Office)
- (b) From 11 am to 11.42 am: Per British Transport Police Information Room, tel.  
380 1400 and ask for message to be passed by radio to her train.
- (c) From 11.42 am till about 11.50 am: Per British Island Airways at Gatwick: tel.  
0293 546301/9.
- (d) From 11.50 am to about 1 pm:  
Gatwick Operations Room.  
Tel: 0293 30112 - ask for Operations Desk and use name "TURNBULL" and ask for urgent message to be passed to aircraft.
- (e) From 1 pm: Per local police force, or per radiotelephone no. 216765 which will be on the Campaign Coach by the radio link to the PM's No. 10 car.

*London.*  
(G.E. Cawthorne)  
17.5.83.



*For information*

CONFIDENTIAL

~~SECRET~~  
PS FCO  
PS TSY  
PS PARLY  
PS HOME

Cabinet Office, ~~PS~~ DIARY  
70 Whitehall,  
London SW1A 2AS

17 May 1983

PS(83) 12

Dear Private Secretary,

General Election: Election Business Committee

The terms of reference and composition of the Election Business Committee were set out in C(P)(83)1 and further guidance was contained in my letter of 10 May (PS(83)6). I am now writing to inform you that the Prime Minister has invited the Secretary of State for Industry to serve as an additional member of the Committee.

I am copying this letter to Private Secretaries to members of the Cabinet, the Law Officers and the Chief Whip. I should be grateful if recipients would ensure that this information is made available to all concerned within their Departments.

Yours sincerely,

R P HATFIELD

CONFIDENTIAL

1. MR. FLESHER

2. TO BE FILED

OK 18/5

ELECTION TRAVEL ARRANGEMENTS:

MR. WIGGIN

Clive Whitmore telephoned me this evening to ask for advice about travel arrangements for Mr. Wiggin (Parliamentary Secretary, Ministry of Defence) for two official engagements during the General Election campaign.

Mr. Wiggin would normally travel by Service aircraft and had asked whether he could be collected from and delivered to Bristol, since that was the nearest airport to his constituency.

I said that there were precedents for Ministers being collected from and delivered to airfields near their constituencies, but that these were kept to a minimum in order to avoid the risk of criticism. In Mr. Wiggin's case, I thought that it could be justified (provided that Mr. Wiggin himself was satisfied that there were no particular reasons for expecting it to attract criticism) on the grounds that he is a Services Minister using a Services aircraft to fulfil an official engagement. I said that I would have seen much more difficulty if Mr. Wiggin had been in another Department. Mr. Whitmore said that he agreed with this view.

F.R.B.

HL

MR. HATFIELD

Q

Thank you for your minute of 13 May (AO83/1372) about the Cabinet procedure paper providing guidance for Ministers on broadcasting during the Election.

The Prime Minister is content that guidance should be issued on the lines in your minute, subject to the substitution of "Conservative Central Office" for "National Party Headquarters" and "Headquarters of the National Party" in the second and third sentences of paragraph one.

E. E. R. BUTLER

16 May 1983



CONFIDENTIAL



10 DOWNING STREET

*From the Principal Private Secretary*

16 May 1983

Use of Official Transport During the Election

In his minute of 12 May, the Foreign and Commonwealth Secretary let the Prime Minister know his intentions about the use of official transport during the General Election. You may like to assure him that the proposals in his minute are in accordance with what has previously been considered appropriate. If Mr. Pym was obliged to return from the campaign to London on official business, it would be appropriate for him to use his official car and no repayment would be required.

It would also be in order for the Foreign and Commonwealth Secretary to use an RAF plane to take him to and from the Foreign Affairs Council on 24/25 May. In the past, Ministers have taken care not to appear to be incurring substantial additional expenditure for the RAF by journeys starting from constituencies rather than from the normal RAF headquarters, but in the particular circumstances outlined in Mr. Pym's minute, there need be no objection to his starting and finishing his journey at an airfield near Cambridge rather than Northolt.

I am copying this letter to Richard Hatfield (Cabinet Office).

F. E. R. BUTLER

Brian Fall, Esq.,  
Foreign and Commonwealth Office.

CONFIDENTIAL

Privy Council Office,  
Whitehall,  
London, S.W.1.

NW.

*With the Compliments*  
*of*  
G.I. de Deney



BY THE QUEEN

**A PROCLAMATION**

FOR DISSOLVING THE PRESENT PARLIAMENT, AND  
DECLARING THE CALLING OF ANOTHER

Whereas We have thought fit, by and with the advice of Our Privy Council, to dissolve this present Parliament: We do, for that End, publish this Our Royal Proclamation, and do hereby dissolve the said Parliament accordingly at the earliest time after their meeting on this day at which both Houses stand adjourned: And the Lords Spiritual and Temporal, and the Members of the House of Commons, are discharged from further Attendance thereat: And We being desirous and resolved, as soon as may be, to meet Our People, and to have their Advice in Parliament, do hereby make known to all Our loving Subjects Our Royal Will and Pleasure to call a new Parliament: and do hereby further declare, that, by and with the advice of Our Privy Council, We have given Order that Our Chancellor of Great Britain and Our Secretary of State for Northern Ireland do respectively, upon Notice thereof, forthwith issue out Writs, in due Form and according to Law, for calling a new Parliament: And We do hereby also, by this Our Royal Proclamation under Our Great Seal of Our Realm, require Writs forthwith to be issued accordingly by Our said Chancellor and Secretary of State respectively, for causing the Lords Spiritual and Temporal and Commons who are to serve in the said Parliament to be duly returned to, and give their Attendance in, Our said Parliament on Wednesday, the fifteenth day of June next, which Writs are to be returnable in due course of Law.

Given at Our Court at Windsor Castle, this thirteenth day of May in the year of our Lord One thousand nine hundred and eighty-three and in the thirty-second year of Our Reign.

GOD SAVE THE QUEEN





*At the Court at Windsor Castle*

THE 13TH DAY OF MAY 1983

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Her Majesty, having been this day pleased by Her Royal Proclamation to dissolve the present Parliament and to declare the calling of another, is hereby further pleased, by and with the advice of Her Privy Council, to order that the Lord High Chancellor of Great Britain, and the Secretary of State for Northern Ireland, do respectively, upon notice of this Her Majesty's Order, forthwith cause Writs to be issued in due form and according to Law for the calling of a new Parliament, to meet at the City of Westminster on Wednesday, the 15th day of June 1983; which Writs are to be returnable in due course of Law.

*N. E. Leigh*



*At the Court at Windsor Castle*

THE 13TH DAY OF MAY 1983

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

It is this day ordered by Her Majesty in Council that the Lord High Chancellor of Great Britain do cause the Great Seal to be affixed to a Proclamation of this day's date for dissolving the present Parliament, and calling another.

*N. E. Leigh*

MR WOLFSON

We discussed last night the Private Office's role during the General Election campaign.

In general our role now is:-

- (i) To support the Prime Minister in any essential duties which she has to carry out as Head of Government;
- (ii) To provide assistance which may properly be required of us in providing factual material and checking speeches etc., which contain official information or statements of Government policy;
- (iii) To advise the Prime Minister on the use of Government services or the facilities during the Election Campaign;
- (iv) To provide for the Prime Minister's communications and security.

As regards the first, we will try to keep to a minimum the official papers and other matters with which we have to trouble the Prime Minister for the next four weeks. We must make sure that we can always contact her quickly and for that purpose a Garden Room girl will accompany the Prime Minister on her tours and a Duty Clerk will go ahead: when the Garden Room girl is travelling with the PM's party, the Duty Clerk will be setting up communications at the next stop and taking any messages which need to be delivered to the Prime Minister when she arrives. I would only arrange for a Private Secretary or member of the Press Office to accompany the PM's party if Government business required it.

As regards the second, it is perfectly proper for us to provide factual material and to check speeches and statements: I hope that we will be asked to check speeches and statements since the Prime Minister still speaks as Head of Government even on party occasions. It would also have been proper for Mr. Ingham to provide the Prime Minister with his usual summary of the morning's press, but we agreed

/that



that this would be difficult in practice if the PM is leaving No.10 at 8.15 a.m. on most mornings and it is likely to be unnecessary since Central Office are preparing a full summary. But the Prime Minister may like Mr. Ingham and me to be available at about 8 a.m., before she leaves No.10 in the mornings, so that she can give us instructions about the line on any press stories relating to the Government and commission any factual material she wants before her morning press conference.

As regards the use of Government services or facilities, it is better for the Prime Minister to err on the side of propriety if there is any question of using Government facilities for what may be seen as party political purposes. For security reasons, the Prime Minister should travel in a 10 Downing Street car driven by a 10 Downing Street driver even on election tours: there are arrangements for the Party to reimburse the cost. Official transport will be provided for No.10 staff but transport for the political staff should be provided by the Party. Tim Flesher is supervising the timetable for movements of the Duty Clerks and Garden Room girls: could you please arrange for him to be kept informed of details of the Prime Minister's movements as they are settled.

Party transport rather than No.10 cars should be used for conveying to Central Office any material which the Prime Minister asks for while preparing for her morning press conference: you may want to arrange for a car to be available for this purpose.

Finally, on communications and security, the Garden Room girls and Duty Clerks will provide communications in the normal way. The Special Branch will provide protection and are liaising with you and Central Office on arrangements: I have told Superintendent Cawthorne that if he had any anxiety about the arrangements (which neither he or I expect) he should let me know.

E. R. BUTLER

13 May, 1983

MR. WOLFSON

We discussed last night ~~the~~ <sup>the Private</sup> Office's role during the General Election campaign.

In general our role now is :-

- (1) To support the Prime Minister in any essential duties which she has to carry out as Head of Government;
- (2) To provide ~~of~~ assistance which may properly be required of us in ~~providing factual material and checking speeches etc.~~ <sup>providing factual material and checking speeches etc.</sup> ~~checking facts, checking statements~~ which contain official information or statements of Government policy;
- (3) To advise the Prime Minister on the use of Government services or the facilities;
- (4) To provide for the Prime Minister's communications and security.

As regards the first, we will try to keep to a minimum the official papers <sup>and other matters</sup> with which we have to trouble the Prime Minister, for the next few weeks. We must make sure that we can always contact her quickly and for that purpose a Garden Room girl will accompany the Prime Minister on her tour and a Duty Clerk will go ahead: ~~so that~~ when the Garden Room girl is travelling with the P.M.'s party, the Duty Clerk <sup>will</sup> ~~be~~ be setting up communications at the next stop and <sup>taking any</sup> ~~can take~~ messenger which



need to be delivered to the Prime Minister <sup>when she arrives.</sup> ~~she arrives.~~ <sup>or a member of the Press Office</sup> ~~she arrives.~~ <sup>to accompany the PM's party</sup> ~~she arrives.~~ <sup>if</sup> ~~she arrives.~~ <sup>Government insiders required it.</sup> ~~she arrives.~~ <sup>Government insiders required it.</sup> ~~she arrives.~~ <sup>Government insiders required it.</sup>

As regards the second, ~~the Prime Minister should feel~~ <sup>it is perfectly proper for us</sup> ~~quite free to ask~~ <sup>quite free to ask</sup> ~~to provide~~ <sup>to provide</sup> ~~factual material~~ <sup>factual material</sup> ~~and to check~~ <sup>and to check</sup> ~~speeches and statements:~~ <sup>speeches and statements:</sup> ~~I hope that~~ <sup>I hope that</sup> ~~she will~~ <sup>we will be</sup> ~~asked to check~~ <sup>asked to check</sup> ~~speeches and statements~~ <sup>speeches and statements</sup> ~~since the Prime Minister still speaks as Head~~ <sup>since the Prime Minister still speaks as Head</sup> ~~of Government even on party occasions.~~ <sup>of Government even on party occasions.</sup> ~~It would also have~~ <sup>It would also have</sup> ~~would think it~~ <sup>would think it</sup> ~~been~~ <sup>been</sup> ~~quite~~ <sup>quite</sup> ~~proper for Mr. Ingham to provide the Prime Minister with~~ <sup>proper for Mr. Ingham to provide the Prime Minister with</sup> ~~his~~ <sup>his</sup> ~~usual~~ <sup>usual</sup> ~~summary of the morning's press,~~ <sup>summary of the morning's press,</sup> ~~but we agreed that~~ <sup>but we agreed that</sup> ~~this would be~~ <sup>this would be</sup> ~~difficult~~ <sup>difficult</sup> ~~in practice if the P.M. is leaving No. 10 at 8.15 a.m.~~ <sup>in practice if the P.M. is leaving No. 10 at 8.15 a.m.</sup> ~~on most mornings~~ <sup>on most mornings</sup> ~~and it is likely to be unnecessary since Central~~ <sup>and it is likely to be unnecessary since Central</sup> ~~Office are preparing a~~ <sup>Office are preparing a</sup> ~~summary.~~ <sup>summary.</sup> ~~But the Prime Minister may~~ <sup>But the Prime Minister may</sup> ~~like Mr. Ingham and me to be available~~ <sup>like Mr. Ingham and me to be available</sup> ~~before she leaves No. 10~~ <sup>before she leaves No. 10</sup> ~~to give us instructions~~ <sup>to give us instructions</sup> ~~on the line to be taken about the Government~~ <sup>on the line to be taken about the Government</sup> ~~in the mornings,~~ <sup>in the mornings,</sup> ~~in case there is~~ <sup>in case there is</sup> ~~any factual material she wants~~ <sup>any factual material she wants</sup> ~~before her morning press conference.~~ <sup>before her morning press conference.</sup>

As regards the use of Government services or facilities, ~~my general~~ <sup>in cases of doubt</sup> ~~advice is that,~~ <sup>advice is that,</sup> ~~the Prime Minister~~ <sup>the Prime Minister</sup> ~~it is better for the~~ <sup>it is better for the</sup> ~~Prime Minister to err on the side of propriety~~ <sup>Prime Minister to err on the side of propriety</sup> ~~and not~~ <sup>and not</sup> ~~any question~~ <sup>any question</sup> ~~of using Government facilities for what may be seen as party political~~ <sup>of using Government facilities for what may be seen as party political</sup> ~~purposes.~~ <sup>purposes.</sup> ~~For security reasons,~~ <sup>For security reasons,</sup> ~~the Prime Minister should travel in~~ <sup>the Prime Minister should travel in</sup> ~~a 10 Downing Street car driven by a 10 Downing Street driver~~ <sup>a 10 Downing Street car driven by a 10 Downing Street driver</sup> ~~even on election tours: there are arrangements for the Party to~~ <sup>even on election tours: there are arrangements for the Party to</sup> ~~reimburse the cost.~~ <sup>reimburse the cost.</sup> ~~Official transport will be provided for No. 10 staff~~ <sup>Official transport will be provided for No. 10 staff</sup>



but transport for the political staff should be provided by the Party. Tim Fletcher is supervising the timetable for movements of the duty clerks and Garden Room girls: could you please arrange for him to be kept informed of details of the Prime Minister's movements as they are settled.

~~I suggest that the use of Party Transport should extend~~ rather than  
No.  
to 10 cars should be used for conveying to Central Office any material which the PM asks for while preparing for her morning press conference: you may want to <sup>arrange</sup> ~~suggest~~ for a car to be <sup>available</sup> ~~at hand~~ for this purpose.

Finally, on communications and security, <sup>the Garden</sup> ~~Room~~ Room girls and duty clerks will provide communications in the normal way. The Special Branch will provide protection and are <sup>and Central Office</sup> ~~liaising~~ <sup>liaising</sup> with you <sup>on</sup> ~~on~~ arrangements: I have to <sup>ask</sup> ~~ask~~ Superintendent Cawthorne that if he had any anxiety about the arrangements (which neither he or I expect) he should let me know.

F.E.R.B.

FILE

RM

SUPERINTENDENT CAWTHORNE

PRIME MINISTER'S SECURITY DURING THE GENERAL  
ELECTION CAMPAIGN

You may like to see the attached paragraph from a minute which I have sent to Mr. Wolfson about arrangements for official support during the Election Campaign.

E. E. R. BUTLER

13 May, 1983

PERSONAL

Cabinet Office  
70 Whitehall  
London SW1

13 May 1983

PS(83) 10

Dear Private Secretary,

As is customary during an Election campaign, Departments will be preparing written briefing material against the contingency of a change of Government after the Election. Such contingency planning should be carried out discreetly, and the numbers of staff involved should be kept to a minimum. So far as possible, it should be done within the Department primarily concerned and where interdepartmental consultation is necessary, this should be done informally by the initiating Department, and not through the normal Committee structure.

I should be grateful if you could send to this office a list of such briefs being prepared by your Department. It would be helpful if these could reach me not later than Wednesday 25 May. This may enable duplication of activity to be avoided. In addition, in the light of these lists, we may want to ask you to let us have copies of selected briefs as source material for briefing a new Prime Minister.

I am copying this letter to the Private Secretaries of Permanent Secretaries in charge of Departments.

Yours sincerely

Signed R P HATFIELD

PERSONAL



CONFIDENTIAL

Cabinet Office,  
70 Whitehall,  
London SW1

13 May 1983

PS(83)9

Dear Private Secretary,

General Election: Head of Civil Service Guidance

Following his meeting with Permanent Secretaries, Sir Robert Armstrong has asked me to make available to the Private Secretaries of Permanent Secretaries guidance on questions of procedure and conduct during the period of the General Election.

General guidance on Election arrangements is already given in the Heads of Department Personal Handbook. The main guidance is contained in Sections 8.7-8.17 which also gives cross references to other relevant parts of the Handbook. The attached notes cover the main points Permanent Secretaries need to bear in mind. They summarise the Handbook guidance and add guidance on one or two points which it does not cover.

Permanent Secretaries might also remind themselves in preparation for the arrival of a new Administration of the following sections of the Handbook:

|                      |   |
|----------------------|---|
| Paragraphs 1.4-1.7   | Personal appointments by Ministers                        |
| Paragraphs 1.13-1.20 | Access by Ministers to documents of former Administration |
| Paragraphs 1.11-1.12 | Security checks on Parliamentary Private Secretaries      |

and the general guidance in Questions of Procedure for Ministers.

I am copying this letter to the Private Secretaries of all Permanent Secretaries.

Yours sincerely,

(Signed) R P HATFIELD

CONFIDENTIAL

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HEAD OF CIVIL SERVICE GUIDANCE: GENERAL ELECTION GUIDANCE NOTES

The subjects covered by these guidance notes are:

- Note A: A list of the basic guidance which has gone out under separate cover from the Prime Minister/Cabinet Office. This gives the general framework within which Ministers and their Departments should operate during the Election period. There are no significant changes from the 1979 Election arrangements.
- Note B: Special Advisers (Annex B of Heads of Department Handbook, paras. 6 and 15).
- Note C: Contacts with Opposition Parties (paras. 2.7-2.10 of Heads of Division Handbook).
- Note D: Contact with Select Committees.
- Note E: Political activities of civil servants (para. 5.1 of the Handbook, and paras. 4183-4185 of the Establishment Officer's Guide).
- Note F: Outstanding Departmental correspondence.
- Note G: Committees/Inquiries yet to report.
- Note H: Appointments.
- Note I: Announcements and publications.

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GUIDANCE NOTE A: LIST OF BASIC GUIDANCE

The following guidance has already been or is about to be issued from the Prime Minister/Cabinet Office.

- C(P)(83)1 General Election - general guidance to Ministers
- C(P)(83)2 Use of Official Transport
- C(P)(83)3 Press Articles and Interviews
- C(P)(83)4 Broadcasting [to be issued]
- PS(6)83 Replies to Enquiries
- PS(7)83 Cabinet Documents
  - further guidance will be issued immediately after the Election result.

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GUIDANCE NOTE B: SPECIAL ADVISERS

General guidance on the employment of Special Advisers is given in Annex B of the Heads of Department Personal Handbook. Paras. 6 and 15 deal with General Election arrangements.

2 Special Advisers who wish to take part in the General Election campaign or help at Party headquarters must first resign their appointments. Otherwise their appointment continues until it ceases automatically on the day after Polling Day. In that case, Advisers may continue to give specialist or political advice to their Ministers as before, and may contribute to Party research activities, but they must be careful not to take any active part in the campaign. They should not, for example, take part in public meetings or answer political correspondence. Any doubtful cases should be referred to Sir Robert Armstrong's office.

3 Whether a Special Adviser resigns to take part in the campaign or whether he stays until his appointment is automatically terminated, he is given severance pay at the rates set out in his appointment letter. But he is required to agree that if he is reappointed he will receive only that proportion of payment which corresponds to the gap between the 2 periods of employment.

4 If there is no change of Government following the Election, a Special Adviser may be reappointed. All such appointments must however be handled as new appointments (and Permanent Secretaries should bear in mind that the rules for these may change). Under the present arrangements, the Prime Minister's approval is required, and fresh letters of appointment should be issued. The date of appointment will be the date such an appointment is made by the Minister concerned, except that Advisers who have stayed through the Election campaign and who are reappointed in the same Department or under the same Minister will be regarded as having had no break in service.

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GUIDANCE NOTE C: CONTACTS WITH OPPOSITION PARTIES

General guidance on contacts with Opposition leaders during the Election period is given in paragraphs 2.7-2.10 of the Heads of Department Personal Handbook.

The Prime Minister has agreed that there should, as on previous occasions, be provision for meetings between senior civil servants and Opposition leaders. She has also decided that such facilities should be offered to the leaders of the Liberal and Social Democratic Parties as well as to the leader of the Labour Party.

The main purpose of such contacts is to enable Opposition Parties to let senior civil servants have some more detailed idea of their plans than the manifestos allow so that, if there is a change of Government, any early changes may be made as smoothly as possible. Discussion will allow the Opposition Parties to inform themselves on factual questions of departmental organisation and structure and civil servants to inform themselves of any organisational change that may be contemplated. Civil servants may discuss policies which the Opposition Parties may wish to introduce immediately; but clearly there should be no discussion of the present Government's policies.

In the nature of things, the number of people concerned in such matters, both within the Opposition itself and within the Civil Service is extremely limited. The initiative for arranging the contacts lies with the leader of the Opposition Parties to approach the Prime Minister on the general issue. Thereafter, all contacts should be handled in consultation with Sir Robert Armstrong's office by the Permanent Secretary of the relevant Department. Permanent Secretaries will also need to check that the approach is made with the endorsement of the appropriate Opposition leader. It is important that the discussions themselves are kept within a small circle of senior people, and are handled with care, so that the political impartiality of the Service is not in any way compromised.

A clear distinction must be drawn between requests for contacts of this kind and requests for information about Government policy

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**GUIDANCE NOTE D: CONTACT WITH SELECT COMMITTEES**

The Departmental Select Committees were set up by standing order and continue in existence until or unless that standing order is amended or rescinded. Following the dissolution of Parliament, membership of the Committees lapses and the Committees become inoperative until the new members are appointed in the next Parliament. The Committee itself, however, remain in post and the administrative work of the Committees continues.

2 Committee work on partly completed inquiries ceases with the dissolution of Parliament and there is no obligation on the newly constituted Committees to complete outstanding work, although they may choose to do so. Committee reports which have been presented to Parliament may be published after the dissolution.

3 Where written evidence has been requested but not submitted before dissolution, Departments should consult the Clerk who may advise that they complete the work and submit it to the Committee staff or to the reconstituted Committee. Where a Committee was to have taken oral evidence but was prevented by dissolution, Departments should be prepared to appear before the new Committee if called, but again it would be sensible to consult the Clerk.

4 Where a Government response is outstanding at the time of dissolution, the response should normally be completed. It will be for the Government to decide if the response can or should be given by the present or incoming Administration; if the response is to be by Command Paper the timing of publication is at the Government's discretion. However, it will obviously not be appropriate or desirable to get any major Government responses out before the Election. Responses can be submitted to Committee staff in the absence of members. Incoming Committees are not obliged to publish responses to reports made by the previous Committee, although they may do so if they choose. Departments are advised to consult the Clerk's office if there are problems of timing or publicity concerning outstanding responses to Committee Reports.



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GUIDANCE NOTE E: POLITICAL ACTIVITIES OF CIVIL SERVANTS

Permanent Secretaries may want to remind their Departments of the general rules governing political activities (5.1 of the Handbook and paras. 4183-4185 of the Establishment Officer's Guide, and 9923-9929 of the Civil Service Pay and Conditions Code).

2 The Civil Service is divided into 3 groups - the "politically free", the "intermediate group" and the "politically restricted". Paragraph 9925 of the Civil Service Pay and Conditions Code sets out the grades covered by each group.

3 The "politically free" may engage without restriction in national political activities, the "politically restricted" are totally debarred and the "intermediate group" may do so by permission of the Department and subject to certain conditions. Departments may grant or refuse permission to the "intermediate group" mainly according to the degree and nature of the contact with the public involved in the duties of the applicant and the extent to which his political activities are likely to be known or to become known. Departments may give standing permission 'en bloc' to staff in the "intermediate group" or indicate that it must be sought individually.

4 National political activities are defined in paragraph 9923 of the Code. In the context of the General Elections they include adoption as a Parliamentary candidate and canvassing on behalf of a Parliamentary candidate or political Party. Staff who may wish to take part in less public aspects of campaigning, e.g. backroom work or those associated with candidates by marriage or other family ties should be encouraged to seek advice from their senior management on the extent of their involvement.

CONFIDENTIAL

developments. Any approaches of this kind should be handled in consultation with the departmental Ministers, who will also need to keep the Prime Minister informed. In so far as officials take part in discussions of this kind, they should do so only if their Ministers are involved or if they take place with their Minister's authority.

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GUIDANCE NOTE F: OUTSTANDING DEPARTMENTAL CORRESPONDENCE

Detailed written guidance on this has been issued from Cabinet Office in the usual way (C(P)(83)1 and PS(83)6). Outstanding correspondence should be cleared quickly. Letters can be sent for former MP's at the House of Commons after dissolution, to be picked up or forwarded. Departments with regional organisations (eg DHSS, DTp) which often deal direct with MP's queries should ensure that their regional offices get early guidance on the handling of enquiries from Parliamentary candidates.

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GUIDANCE NOTE G: POSITION OF COMMITTEES/INQUIRIES

Where Committees or Inquiries have been set up but have yet to report, Departments will need to consider whether a change of administration would mean their premature winding up.

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GUIDANCE NOTE H: APPOINTMENTS

In general, no new public or senior Civil Service appointments should be made during the period of the Election campaign. Any which are immediately necessary should be submitted to the Prime Minister's office and may need to be discussed privately with the Leader of the Opposition. It would be inappropriate to make any senior Civil Service appointments which, eg in the event of major changes in policy, might make for surpluses in the Open Structure.

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GUIDANCE NOTE I: ANNOUNCEMENTS AND PUBLICATIONS

The general principles on announcements and publications by Departments during the Election campaign is covered in the Prime Minister's guidance to Ministers (C(P)(83)1). Guidance is also given to Information Officers on the handling of announcements. The decision on whether or not to publish or make an announcement is a matter for Ministers, but as a general rule there is no objection to routine publications and announcements of non-controversial policy developments.

CONFIDENTIAL





10 DOWNING STREET

*From the Principal Private Secretary*

13 May 1983

Police arrangements for the  
Election Campaign

I am writing to confirm the telephone message which I have given to Colin Walters, that the Prime Minister was content with the arrangements set out in your letter of 12 May.

I am copying this letter to Murdo Maclean (Chief Whip's Office) and Richard Hatfield (Cabinet Office).

E. E. BUTLER

A.R. Rawsthorne, Esq.,  
Home Office

1



Prime Minister

Content with this as amended? (I have shown it to David Wolfson: it matches our understanding of the arrangements).

FERB

13-5.

Ref. A083/1372

MR BUTLER

*Yes Mr*

Sir Robert Armstrong minuted you on 10 May (Ref. A083/1327) concerning the Cabinet procedure paper providing guidance for Ministers on broadcasting during the Election. As he pointed out in that minute the standard note requires some amendment as the political parties and the broadcasting authorities have failed to reach agreement on the arrangements for party political broadcasting during this Election.

2. In these circumstances, Sir Robert suggests that the guidance to be issued at this Election might be worded as follows:

"1. Candidates and spokesmen will be invited to broadcast on behalf of their party during the Election. Ministers may well be approached directly rather than through the ~~Conservative Central Office~~ ~~National Party Headquarters~~. All arrangements for such broadcasts should however be made through the ~~headquarters of the Conservative Central Office~~ ~~of the National Party~~.

2. In addition with the extension of local television and radio stations and the change in the law following the Representation of the People Act, 1969, Ministers may be asked, particularly after Nomination Day, to take part as candidates in constituency broadcasts. Ministers are free to accept such invitations as they think fit; but no payment should, of course, be received.

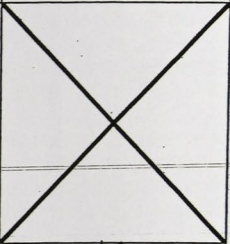
3. While there may be the occasional case where it would be right for a Minister to accept an invitation to broadcast on overseas radio or television during the Election period such invitations should not be sought and should normally be declined."

3. In effect, the first paragraph of this draft replaces the first sentence of the standard draft attached to Sir Robert's minute of 10 May.

*R*

R P HATFIELD

13 May 1983

|   |  |
|---|--|
| DEPARTMENT/SERIES ..... <i>PREM 19</i> .....<br>PIECE/ITEM ..... <i>1735</i> .....<br>(one piece/item number) | Date and<br>sign   |
| Extract details:<br><i>Letter from Philip Moore to Robin Butler dated<br/>12 Mar 1983</i>                     |  |
| CLOSED UNDER FOI EXEMPTION <i>40(1), 40(2); 41</i>  | <i>17/1/19</i><br><i>Mich</i>  |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958   |  |
| TEMPORARILY RETAINED  |  |
| MISSING AT TRANSFER   |  |
| NUMBER NOT USED   |  |
| MISSING (TNA USE ONLY)  |  |
| DOCUMENT PUT IN PLACE (TNA USE ONLY)  |  |



010  
From: THE PRIVATE SECRETARY



CONFIDENTIAL

Prime Minister  
Content with these  
arrangements?

2

FEB

HOME OFFICE  
QUEEN ANNE'S GATE LONDON SW1H 9AT

12 May 1983

Dear Robin,

POLICE ARRANGEMENTS FOR THE ELECTION CAMPAIGN

The Home Secretary would be grateful to know that the Prime Minister is content with the dispositions which the Metropolitan Police are making for the election campaign.

The Metropolitan Police Special Branch have allocated a liaison officer to the headquarters of each party. His job will be to help with any matter which arises, including arranging for an adequate police presence at daily press conferences and at major public engagements around the country. From Monday, 16 May, there will be an election office in Special Branch open from 8 a.m. to midnight each day to provide a channel of communication between the liaison officers in the party headquarters and police forces around the country. Provincial Chief Constables are being informed of the arrangements. A copy of the Metropolitan Police's booklet of advice on personal security measures will be distributed to each candidate through the party headquarters this week. In addition a senior member of Special Branch is arranging to have a personal interview this week with a number of MPs who do not receive personal protection but who have some association with Northern Ireland. This will include Mr. Concannon.

Apart from MPs from Northern Ireland, personal protection is now provided for the Prime Minister, the Home Secretary, the Foreign and Commonwealth Secretary, the Secretary of State for Northern Ireland, the Attorney General, Mr. Callaghan, Mr. Heath, Sir Harold Wilson, Mr. Atkins, Mr. Mason and Mr. Rees. As he is not to be a candidate and is no longer thought to be at risk, the police intend to remove personal protection from Sir Harold in the next few days. They understand the need to handle this sensitively, they will not remove it too abruptly and in phasing it out will take account of any well-publicised commitments which Sir Harold intends to take on during the campaign. There are one or two other MPs whose protection the police believe is no longer justified but they do not intend to propose any changes in the case of candidates until after the election.

The police have given careful consideration to the question of personal protection for party leaders during the campaign. In 1979 the Prime Minister, as Leader of the Opposition, had been receiving personal protection for some time because of the threat assessment and continued to receive it during the campaign. Mr. Steel was given personal protection after the murder of Mr. Neave. In this campaign, the police judge that personal protection for Mr. Foot, Mr. Steel and Mr. Jenkins would not be justified. They have taken full account of the PIRA activities mentioned in the assessment we sent you earlier this week. Mr. Foot's office have been told of the police view and are not disposed to challenge it. The police stand ready to provide personal protection at a few hours' notice if intelligence is received which changes the threat assessment.

I am sending a copy of this letter to the Private Secretaries to the Chief Whip and Sir Robert Armstrong.

Yours sincerely,  
Tony Rawsthorne

A. R. RAWSTHORNE

F.E.R. Butler, Esq.

CONFIDENTIAL

12 June 1963

9 11 12 1  
8 2  
7 3  
6 4  
5

CONFIDENTIAL



PM/83/34

PRIME MINISTER

1) ~~Butler~~

2) ~~Prime Minister~~

cc Richard  
Hartfield

The Cabinet Office advise  
me that both these proposals  
are in accordance with  
precedent.

JS

12/5

Use of Official Transport During the Election

1. You minuted on 10 May. I thought I should let you know of my position.
2. On official cars, it is my understanding that my official car with its communications equipment should be on hand throughout the campaign in case of an emergency. In ordinary circumstances I shall however be arranging to ride in and campaign from a private car, leaving the official car to follow on standby. It would also serve to ensure rapid communications between me and my FCO Private Office where this is needed and I would naturally use it if I were recalled to London on official business. If it were thought appropriate in the light of this that any repayment be made, I assume that this would be a proper charge on the Party funds. There will be no question of my using the car for private purposes.
3. As far as aircraft are concerned, I shall as usual be using a RAF plane to take me to and from the Foreign Affairs Council on 24/25 May; and I would propose on this occasion to use an airfield near Cambridge rather than Northolt.

JS

(FRANCIS PYM)

Foreign and Commonwealth Office  
12 May 1983

CONFIDENTIAL



ELECTION: The 1983 General Election  
May 1983



12 MAY 1983

MR BUTLER

Mr. Hatfield

Pl. will you advise on a Minister to supplement  
or replace the Chancellor on the Business Committee.

FERB

You asked me to ascertain out of London commitments for various 11.5  
Cabinet Ministers. All the dates below unless specified are tours  
that will commence at lunchtime and extend through the evening.

Secretary of State for Defence

18 May (evening only).

He will also be out of London on tour on 23, 24, 25, 26, 28, 30 May;

1 June, 2, 4, 6, 7, June.

Secretary of State for Transport

27 May, 30, 31; 2 and 7 June.

Secretary of State for Industry

25 May (evening only), 27, 28 May; 1 June, 2, 6, 7 June.

Secretary of State for Employment

He has not given Central Office any dates as yet.

Ch.

11 May, 1983

Note: Mr. Hatfield

has told me that Mr.

Jenkins has been added  
to the Election Business  
Committee.

FERB

17.5.

WLO 645 x

✓





file

cc: C. 11-11  
C. 11-11  
J. 11-11

10 DOWNING STREET

From the Private Secretary

CC ELECTION:  
11 May 1983 The General Election 1983

NEGOTIATIONS ON THE FINANCE BILL

The Prime Minister held a meeting yesterday evening to consider how to resolve the impasse which had arisen in the negotiations between the Government and the Opposition about the Finance Bill. The Lord President of the Council, the Chief Secretary, the Chief Whip and Mr. Gow were also present.

The Chief Secretary said that the Opposition were making it a condition of their agreement to facilitate the whole of the Finance Bill that the Government should drop three clauses granting concessions on Capital Transfer Tax, raising the higher tax rate thresholds, and raising the mortgage interest relief ceiling to £30,000.

After a short discussion, the Prime Minister said that it was agreed that these reliefs could be dropped in order to secure the Opposition's co-operation on the remainder of the Finance Bill. The alternative course, to vote down the Opposition's demands, would have too damaging an effect on the rest of the negotiation. Besides, the Opposition's attitude was likely to harm them in electoral terms, given the sizeable number of people who stood to benefit from these reliefs. The Government should make it plain that, if returned, it would on the first available day after the Election introduce a Finance Bill No. 2 which would restore these reliefs. For the present, the aim should be to place the responsibility for withdrawing these tax reliefs squarely upon the Opposition.

I am sending a copy of this letter to John Gieve (Chief Secretary's Office), Murdo Maclean (Chief Whip's Office) and David Edmonds (Department of the Environment).

David Heyhoe, Esq.,  
Lord President's Office

CONFIDENTIAL

D  
11/5

Copies sent to Private  
Secretaries to Ministers  
in charge of Departments,  
Law Officers and Whips.



10 DOWNING STREET

*From the Principal Private Secretary*

11 May 1983

*Dear Private Secretary,*

The Prime Minister has asked me to circulate for the information of Ministers the attached copy of instructions to Chief Information Officers and their staff on information activities during the period of the General Election. This memorandum has already been circulated by the Prime Minister's Press Secretary to all Chief Information Officers but I should be grateful if you could draw it to the attention of your Minister.

*Yours sincerely,*

*Robin Butler*

The Private Secretary



10.11.  
INFORMATION ACTIVITIES DURING A GENERAL ELECTION

1. The general principle governing information activities during a General Election is to do everything possible to avoid competition with Parliamentary candidates for the attention of the public. In addition, it has always been recognised that special care must be taken during the course of an election since information material produced with complete impartiality which would be accepted as objective in ordinary times, may excite criticism during an election period when feelings are running high.
2. This paper gives guidance as to how these principles should be applied. It is being circulated by the Prime Minister's Principal Private Secretary to Ministers; by the Prime Minister's Press Secretary to Heads of Information Departments and by the Director General of the Central Office of Information to senior officers at COI Headquarters and in the Regions. Part I deals with Paid Media and the COI Overseas Operation. Part II deals with the work of Information Departments in regard to 'free' media.
3. The election period should be taken as from MONDAY 9 MAY TO FRIDAY 10 JUNE.

PART I - PAID MEDIA AND CENTRAL OFFICE OF  
INFORMATION ACTIVITIES

4. (a) Exhibitions which form part of a privately sponsored exhibition should not be withdrawn; but self-contained official exhibitions should not be kept open or opened during the election period.
- (b) The Central Film Library and the Photographs Library will operate as usual but the political party organisations will be asked, as in previous elections, to agree that films and photographs from the libraries will not be used by the parties during the election period.
- (c) Printed material should not normally be given any fresh distribution in the UK during the election period, in order to avoid any competition with the flow of election material. The effect on Departments which distribute posters and leaflets to the public is as follows:

Posters. The normal display of existing posters on official premises may continue but efforts should not be made to seek display elsewhere. Specific requests by employers, trade unions, etc. for particular posters may, however, be met in the ordinary way.

Leaflets. Single copies of leaflets may be issued on request to members of the public and to Parliamentary candidates. Bulk supplies should not be issued to any individuals or organisations without appropriate approval.

- (d) Export promotion stories for the overseas services will continue to be sought by staff in the Regions and at Headquarters but it must be made clear on each occasion that this industrial information is needed for use abroad.
- (e) Official "filler" films and radio tapes transmitted in intervals or public service periods of TV and radio programmes may be limited in consultation with the BBC and IBA Companies.
- (f) Press, television, cinema, radio and poster advertising will in general be postponed until after the election period. An exception will be made for semi-display recruiting press advertising which can continue, provided it appears only on classified pages and is limited in size to quarter-page or equivalent. In some circumstances localised health or safety campaigns could also well continue.
- (g) Research. Field work involving interviews with the public or sections of it will be postponed or abandoned.

#### 5. Facilities for Overseas Visitors

COI arranges tours for official visitors from overseas invited by the Foreign and Commonwealth Office. It will be in the British interest to provide opportunities for these visitors to see how a free election is conducted; and the following instructions are being issued in connection with the arrangements to be made for them (they are on similar lines to those approved by the political parties in previous general elections).

##### (a) Tours by official visitors during the election period

Where it is practicable and acceptable to the political parties, arrangements will be included in the programmes for visits to party headquarters and committee rooms and arrangements may also be made to attend political meetings. Transport may be provided for these purposes if necessary, but the visitors will not be accompanied by a COI representative. In addition, arrangements may be made to see polling stations and attend the counting of votes; if so, Regional Officers will be authorised to ask for the assistance of the Returning Officer in providing these facilities; and may escort the party if the visitors so desire, and provide transport if necessary.

##### (b) Other journalists from overseas

Any foreign journalist - press, television or radio - not being an official visitor, who may ask for assistance from COI should be given the addresses of the central or local party offices.



## 6. Facilities for Information Material for Overseas Use

The permission of the political parties will be sought for photography, filming and sound recording (by COI officers or units commissioned by COI) in particular constituencies, for use in the Overseas Information Services.

## PART II - FREE MEDIA AND DEPARTMENTAL ACTIVITIES

7. During an Election campaign the Government retains its responsibility to govern and Ministers remain fully responsible for the work of their Departments. By custom, however, Ministers observe reasonable discretion as regards the initiation of any new action of a continuing or long-term character - they do not for example make new appointments during this period to any statutory body for which they are responsible - and they avoid using Government occasions for Party purposes.

8. Departmental Information Services may therefore properly continue to discharge during the Election period their normal function only to the extent of providing factual explanation of current Government policy, statements and decisions. They must be particularly careful not to become involved in a partisan way in election issues.

9. Rules for the guidance of departmental Information Officers should be broadly as follows:

### Press Relations

- (a) In response to questions Departments can provide factual information by reference to published material.
- (b) There is no objection to issuing routine press notices, e.g. figures which are issued on a monthly or regular basis - or drawing attention to and as necessary summarising reports of nationalised bodies, independent committees, etc. which a Department is required to publish.
- (c) Statements which might refer to the future intentions of the Government should not ordinarily be handled by a Department. It would be better if they were made by the appropriate Minister in a political speech which would be handled by the Party organisation. Where a Minister wished to hold a press conference to make clear the Government's policies on a particular subject of immediate importance, then clearly his Department must provide facilities and give guidance.
- (d) There is a danger that some announcements of new items of Government expenditure or commitments to invest in the future, if handled by the Press Office, might be criticised as providing support for the Party in power. On the other hand, there are bound to be fairly routine announcements of this kind, and it might



10. Press Articles, Interviews and Broadcasts by Ministers

The Prime Minister gives guidance to Ministers in regard to press articles, interviews and broadcasts by Ministers during the election period.

The normal rules governing these are relaxed during the election period but arrangements for such articles and interviews will normally be made on the political network. Care should be taken by Information staffs in arranging press interviews for Ministers during this period because of the possibility that such interviews would have a strong political content.

Requests for Ministers to broadcast during the election period are initiated by the broadcasting companies. Instructions to Ministers on this subject are issued separately by the Prime Minister but Information Officers should remember that the distinction between political and ministerial broadcasts will be under very close scrutiny during this period. They should not arrange broadcasts through official channels unless they are quite satisfied that the subject is non-controversial.

11. Press Notices to Parliamentary Candidates

Press releases sent to Members of Parliament should cease on their becoming Parliamentary candidates. This follows the practice of the Central Office of Information who discontinue to these people overseas information material ordinarily sent to them.

12. Factual Information

Requests for information from all Parliamentary Candidates should be referred to the appropriate Minister's Private Office. But Departments can provide organisations or members of the public with factual information which does not require disproportionate time or effort to produce.

13. In any case of doubt about the application of this guidance in a particular case, Departmental Information Officers should consult their Private Offices, the Press Secretary at 10 Downing Street or, in the case of paid for publicity, the COI.

look ridiculous if they were issued through a political speech and the Party machine, just because of the danger of controversy. Indeed their use in a speech might tend to turn something routine into a point of controversy. Provided a Press Notice is couched in entirely non-controversial language, there should be no objection to the normal procedure. In particular, it is preferable to avoid, in the Press Notice or in the background notes to editors, any recapitulation of the Government's past achievements in the field which is the subject of the announcement. Ultimately, each case must be judged on its merits and left to the discretion of the Department.

10. Press Notices to Parliamentary Candidates

Press releases sent to Members of Parliament should cease on their becoming Parliamentary candidates. This follows the practice of the Central Office of Information who discontinue to these people overseas information material ordinarily sent to them.

11. Lectures

Routine regional lectures about the work of a Department being in no way political may continue unless other factors are involved such as the use of a hall which would otherwise be used for election purposes.

12. Loud Speaker Vans

The use of loud speaker vans and other publicity media which would compete for public attention during the Election campaign should be avoided.

13. Press Articles, Interviews and Broadcasts by Ministers

The Prime Minister gives guidance to Ministers in regard to press articles, interviews and broadcasts by Ministers during the election period.

14. Press articles and interviews

The normal rules governing these are relaxed during the election period but arrangements for such articles and interviews will normally be made on the political network. Care should be taken by Information staffs in arranging press interviews for Ministers during this period because of the possibility that such interviews would have a strong political content.

15. Broadcasting

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distinction between political and ministerial broadcasts will be under very close scrutiny during this period. They should not arrange broadcasts through official channels unless they are quite satisfied that the subject is non-controversial.

16. Factual Information

Requests for information from all Parliamentary Candidates should be referred to the appropriate Minister's Private Office. But Departments can provide organisations or members of the public with factual information which (a) is not classified or (b) does not require disproportionate time or effort to produce.

17. In any case of doubt about the application of this guidance in a particular case, Departmental Information Officers should consult their Private Offices or the Press Secretary at 10 Downing Street.

1 September, 1978



MR. BUTLER

Mr. Rogers

Mary Harker. We discussed. I  
have now minuted Mr. Wolfson.

Kleckin cc Mr Ingham  
Mr Coles  
Mr Scholan  
Mr Ricketts.

Election Business

FERB  
11.5

You asked me to look into the arrangements which were made in the three immediately previous election campaigns.

Morning Meetings

In February 1974 the diary does not reveal a morning meeting at No.10. On most mornings Mr. Heath went to Central Office for a briefing before his press conference at about 1000. In September/October 1974 Mr. Wilson had a campaign committee meeting at 0900 at Transport House or at No.10 but I assume that this was a political occasion. In April 1979 Mr. Callaghan had a breakfast meeting at No.10 at 0745. Mike Pattison's recollection is that this was a purely political occasion although Ken Stowe may have attended on occasion. You might want to have a word with him.

It seems therefore that the precedents are against morning briefing meetings along the lines of Questions briefing. You might therefore wish to offer the Prime Minister the support rather than the participation of the Private Office in any briefing meetings along the lines of previous campaigns. An element in this support might be Bernard Ingham's press summary. I imagine that Bernard's summary would be at least as good as any Central Office summary but he is rather anxious to avoid duplication. Perhaps this is one facility that we should continue to provide unless the Prime Minister thinks it unnecessary.

Official Support to Election Tours

I understand that recent practice has varied but that in the last campaign a Garden Room Girl accompanied the Prime Minister as usual, a Duty Clerk acted as the advance party taking messages etc. while the Prime Minister was in transit and on long or overnight

/ trips

trips a Private Secretary was in attendance. If the Prime Minister agrees I propose that we should adopt the first two of these arrangements but not necessarily the third. The universal opinion was that the presence of a Private Secretary was wholly superficial <sup>how</sup> and indeed occasionally rather inhibiting. Perhaps we could discuss these points with John, Michael, Willie and Bernard.

17

11 May 1983





huc

W?

## 10 DOWNING STREET

*From the Principal Private Secretary*

11 May, 1983

### MEETINGS BETWEEN THE OPPOSITION AND SENIOR CIVIL SERVANTS IN A PRE-ELECTORAL PERIOD

As you know, Governments of both Parties have allowed some contact between senior civil servants and Opposition leaders in the period of a run-up to a General Election. In practice this has been interpreted as after an election has been called or within six months of the end of a Parliament, whichever is the earlier.

One main purpose of such contacts is if the Opposition wish to inform themselves on factual questions of departmental organisation and structure or to keep senior civil servants abreast of organisational changes which might be contemplated. Equally, discussion of policies which the Opposition might wish to introduce immediately is permissible: but clearly there should be no discussion of the Government-of-the-day's policies. Thus the objective is to enable the Opposition to let senior civil servants have some idea of their plans so as to enable any early changes to be made as smoothly as possible if the election results in a change of government.

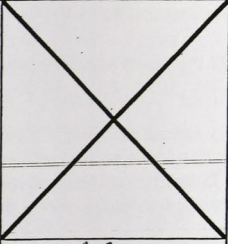
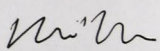
In the nature of things the number of people concerned in such matters, both within the Opposition itself and within the Civil Service, is extremely limited. The initiative for arranging such contacts lies with the leaders of the Opposition parties to approach the Prime Minister on the general issue either directly or through your office. The Prime Minister has sent a message through me to the Leader of the Opposition and the Leaders of the Alliance parties that they are welcome to make such an approach if they wish. Thereafter "Shadow" Ministers should approach Permanent Secretaries only with the knowledge of the Leaders of their parties.

E. E. R. BUTLER

Sir Robert Armstrong, GCB CVO

A



|  |   |
|--|---|
| DEPARTMENT/SERIES<br>..... <i>PREM 19</i> .....<br>PIECE/ITEM ..... <i>1735</i> .....<br>(one piece/item number) | Date and<br>sign  |
| Extract details:<br><i>Letter from FE Butler to Philip Moore dated<br/> 11 May 1983</i>                          |                    |
| CLOSED UNDER FOI EXEMPTION ..... <i>40(1)(i)<br/> 40(2), 41</i> .....  | <i>17/1/18</i><br> |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958  |   |
| TEMPORARILY RETAINED   |   |
| MISSING AT TRANSFER  |   |
| NUMBER NOT USED  |   |
| MISSING (TNA USE ONLY)   |   |
| DOCUMENT PUT IN PLACE (TNA USE ONLY)   |   |

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Re VC

10 DOWNING STREET

*From the Principal Private Secretary*

SIR ROBERT ARMSTRONG

General Election: Procedures for  
Ministers

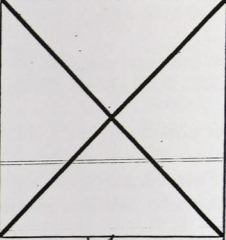
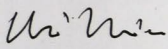
Thank you for your minute of 10 May (AO83/1327). The Prime Minister has approved the issue of the notes on use of official transport during the General Election and on newspaper articles and interviews. We will await further advice on the note on broadcasting.

FRLB

11 May 1983

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SB

|   |   |
|---|---|
| DEPARTMENT/SERIES ..... <i>PREM 19</i> .....<br>PIECE/ITEM ..... <i>1735</i> .....<br>(one piece/item number) | Date and<br>sign  |
| Extract details:<br><i>minute from FERB to the Prime Minister dated<br/>10 May 1983</i>                       |                    |
| CLOSED UNDER FOI EXEMPTION ..... <i>40, 41(1)<br/>40(2); 41</i> .....   | <i>17/1/88</i><br> |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958   |   |
| TEMPORARILY RETAINED  |   |
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| NUMBER NOT USED   |   |
| MISSING (TNA USE ONLY)  |   |
| DOCUMENT PUT IN PLACE (TNA USE ONLY)  |   |



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~~PRIN PS~~  
~~PS ECO~~  
~~PS TSY~~  
~~PS PARL~~  
~~PS HOME~~  
~~DIARY~~

Cabinet Office,  
70 Whitehall,  
London SW1

10 May 1983

PS(83) 7

Dear Private Secretary,

Cabinet Documents

In order to enable Ministers to fulfil their continuing responsibilities as a member of the Government during the Election campaign Departments will wish to retain during the campaign the Cabinet documents issued to them. If there is no change of Government after the Election Ministers who leave office or who move to another Ministerial position will be requested not to take away any Cabinet or Cabinet Committee papers or minutes. If the Government lose the Election the Prime Minister will immediately issue an instruction that Ministers are required to arrange for the destruction of all Cabinet and Ministerial Cabinet Committee documents issued to them. (If after leaving office former Ministers wish to have access to Cabinet and Cabinet Committee documents issued to them while in office they can of course do so in the Cabinet Office). Clearly no instructions can be given to this effect until the result of the Election is known, but Sir Robert Armstrong thought your Permanent Secretary might want to be reminded of the rule in case he gets enquiries. Indeed he might want to warn the relevant Private Secretaries.

I am copying this letter to Private Secretaries to Permanent Secretaries in charge of Departments.

Yours sincerely,

(Signed) R P HATFIELD

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Cabinet Office,  
67 Whitehall,  
London SW1

10 May 1983

PS(83) 6

Dear Private Secretary,

General Election: Replies to Enquiries

As you will have seen from C(P)(83)1 the Prime Minister has appointed an Election Business Committee for the duration of the Election campaign. The enclosed note gives guidance on the submission of matters to the Committee and on the way Departments should deal with enquiries and requests for information during the campaign. It also provides guidance on the handling of constituency correspondence.

Material which the Secretariat of the Election Business Committee need to clear with Departments, usually in the form of draft statements or answers to questions, will be sent to Departments by fastest means, as the aim will be to reply to all enquiries on the day they are received if at all possible. The detailed arrangements set out below are designed to achieve this; but the Secretariat will be glad to discuss any points of difficulty which Departments may foresee.

- a. Material on which comments are required will be delivered by hand from the Cabinet Office to departmental mail rooms. The envelopes will be boldly marked "EBC - IMMEDIATE". We should be grateful if you would ensure that they are delivered to your Private Office without delay.
- b. If your Minister wishes to suggest amendments to the draft, would you please let the Secretariat have two copies on plain (unheaded) paper. Replies are needed within 24 hours at most, and on the same day whenever possible. You may think it desirable to make special arrangements for delivering material to the Cabinet Office. Again, the envelopes should be clearly marked "EBC - IMMEDIATE", and delivered to the Boxing Lobby (Downing Street entrance).
- c. Similar arrangements and markings should be used for sending us any material which reaches you direct from Conservative candidates (see paragraph 4b of the enclosed note). It will clearly save time and effort if the advice on a reply is sent with it. But if this is likely to involve much delay, it would be helpful if the Secretariat could be warned.



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d. You will note that it is not necessary to carry out this procedure in respect of factual information, as defined in paragraph 3 of the note.

The Secretariat (Mr D H J Hilary, Mr R Watson and Miss J A Lewis-Jones) will operate from Room 208 in the Cabinet Office - telephone numbers 233 7665/7272 and Federal 3006. If those numbers are engaged please try first 233 7251 or 8276, or Federal 2359; and then 233 8595 or 7226, or Federal 2199.

I am sending copies of this letter to Private Secretaries to members of the Cabinet, the Law Officers and the Chief Whip. I should be grateful if recipients would ensure that this guidance is made available as appropriate to the Private Secretaries of other Ministers in their Departments.

Yours sincerely,

Signed R P HATFIELD



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GENERAL ELECTION: REPLIES TO ENQUIRIES

GENERAL

1. At a General Election the Government of the day is expected to vindicate its policies to the electorate, and by convention the Government Party is entitled to ensure that statements made on its behalf are factually correct and consistent with Government policy. The provision of rapid advice to Government candidates is made through the medium of an Election Business Committee of the Cabinet. Government Departments, however, must not appear to engage in Party politics or be used for Party ends; and should provide consistent factual information on request to candidates of different Parties, organisations and members of the public. It is desirable that Departments should, so far as possible, follow a common procedure in replying to enquiries and requests for information; and the Election Business Committee supervises these aspects also.

2. The circumstances of an Election demand the greatest speed in dealing with enquiries; in particular, the aim should be to answer those for Parliamentary candidates within the day.

FACTUAL INFORMATION

3. a. Departments should provide any Parliamentary candidate, organisation or member of the public with purely factual information which -
- i. Is not classified.
  - ii. Does not require disproportionate time or effort to produce (cf the guidelines for answering Parliamentary Questions).
- b. Local and Regional Offices should deal similarly with straightforward enquiries to them, referring doubtful cases to Headquarters for decision.

REGESTS FOR COMMENT OR GUIDANCE

4. a. From Conservative Party Headquarters. Conservative candidates and their agents are expected to look to the Conservative Research Department, who will collate requests and prepare draft replies. In appropriate cases

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the drafts will be forwarded to the Secretary of the Election Business Committee, who will obtain the comments of the Ministers concerned, and will if necessary submit final drafts of replies for the Committee's approval. The Party Headquarters will be responsible for passing on the necessary guidance to candidates.

b. From Conservative candidates or their agents direct to Departments. These should be referred, through the Private Office of the responsible Minister, to the Secretary of the Election Business Committee. They should be accompanied by the Minister's advice on whether they should be considered by the Committee, and on the terms of a reply.

c. From candidates of other Parties, from organisations and from members of the public. These should be answered by the responsible Minister or his Private Secretary and the correspondence should be copied to the Secretary of the Election Business Committee if it is of general interest. The draft reply may be cleared with the Election Business Committee before it is sent if the Minister considers it desirable, in which case a copy of the eventual reply should be sent to the Secretary of the Committee.

POLICY STATEMENTS ETC

5. The Secretary of the Election Business Committee should be informed in advance of any important statement which your Minister makes in the course of the campaign; and two copies of any Press release or similar document should be sent.

6. If a Minister wishes to suggest a topic on which guidance should be given to Conservative candidates, the suggestion should be sent to the Party Headquarters, who will prepare first drafts and forward them to the Secretary of the Election Business Committee.

CONSTITUENCY CORRESPONDENCE

7. During the Election period replies to constituency letters received from Members of Parliament before the Dissolution, or to similar letters from Parliamentary candidates, should take into account that they may become public



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knowledge and the subject of political comment. While it is impossible to cover every contingency or lay down hard and fast rules the following observations may be of help.

a. Once Parliament is dissolved, a Member of Parliament's constitutional right to represent his constituent's grievances to Government disappears also, and all candidates for an election are strictly speaking on an equal footing. But this doctrine should be applied in a reasonable way. In general, Ministers ought to reply to constituency letters written by MPs before the Dissolution, and in many cases it will be courteous for them to reply to letters written after the Dissolution by former Members. But they will not want to give any appearance of discrimination on constituency correspondence as between letters from Conservative and other candidates, and it will normally be appropriate to send a Private Secretary reply to letters from candidates who were not Members before the Dissolution.

b. Clearly the main consideration must be to ensure that the citizen's interests are not prejudiced: but Departments should also bear in mind -

i. There may be indications that some personal case is likely to be politically controversial - eg two candidates may write in about it, or there may be local publicity. There is little one can do except keep a wary eye for trouble and ensure so far as possible that letters are simple, straightforward and give no room for misrepresentation.

ii. Privilege covering correspondence between Ministers and MPs lapses on the Dissolution. Care should be taken in dealing with cases about individuals that letters to former MPs do not contain remarks that could be represented as defamatory.

c. Letters from former MPs or other candidates asking for comment on matters of policy raised by their constituents should be handled in accordance with paragraph 4 above.



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Ref. A083/1327

MR BUTLER

Prime Minister  
Agree to issue of the  
two notes on transport and  
newspaper articles and interviews?

FERB  
10.5

General Election: Procedure for Ministers

The Prime Minister has already approved the issue of a Cabinet Procedure paper providing general guidance for Ministers (C(P)(83) 1). That paper referred to the issue of the customary separate notes on broadcasting, press articles and the use of official transport during the Election.

- 2. I attach drafts of the notes on press articles and the use of official transport which are in standard terms and remain appropriate.
- 3. The standard note on broadcasting (text attached) will require some amendment as the first sentence which refers to an agreement reached between <sup>the</sup> "three major" political parties and the broadcasting authorities is no longer entirely appropriate. I understand that discussions are taking place between the parties and the broadcasting authorities tomorrow. I will advise further when the outcome of those discussions is known.

REA

ROBERT ARMSTRONG

10 May 1983

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C(P)(83) 2

COPY NO

10 May 1983

CABINET: PROCEDURE

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USE OF OFFICIAL TRANSPORT DURING THE GENERAL ELECTION

Note by the Prime Minister

---

OFFICIAL CARS

During the period of the General Election Ministers may continue to use, for official purposes, official cars provided from the Government Car Service or otherwise; but these cars should not be used for journeys connected with the Election. It is also undesirable that a Minister should use an official car, even on official business, in his constituency, except on an occasion when he is unexpectedly called back from his constituency on urgent official business. Those Ministers for whom the security authorities exceptionally consider it essential may continue to use their official cars on a repayment basis for private or party purposes.

AIRCRAFT

2. Similarly, during the period of the General Election, Ministers may continue to travel by air for official purposes in accordance with the normal rules. However, special flights by Ministry of Defence aircraft may not be made for journeys connected with the Election; there is of course no objection to private charter flights which are not paid for out of public funds. A Minister to whom special security considerations apply would only rarely have to make a journey connected with the Election of such urgency that he would wish to use a special flight rather than his official car, and he should not do so without my express permission. It is also undesirable that a Minister should use a special flight, even on official business, on a visit to his constituency, except on an occasion when he is unexpectedly called back from his constituency on official business.

M H T

10 Downing Street

10 May 1983

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C(P)(83) 3

COPY NO

10 May 1983

CABINET: PROCEDURE

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PRESS ARTICLES AND INTERVIEWS BY MINISTERS

Note by the Prime Minister

---

The normal rules governing press articles and interviews by Ministers are set out in C(P)(79) 1, paragraphs 108-114.

2. In present circumstances greater freedom may properly be allowed. Ministers may give interviews to the press and, in accordance with precedent, when Parliament has been dissolved they may also write articles in any newspaper in prosecution of the Government's aims or in defence of its policy. No payment may, however, be received for such articles.

3. As soon as the Election is over, the normal rules will again apply.

M H T

10 Downing Street

10 May 1983

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## **CABINET: PROCEDURE**

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### **BROADCASTING BY MINISTERS DURING THE ELECTION**

#### **Note by the Prime Minister**

---

1. By agreement between the three major political Parties and the broadcasting authorities, candidates and spokesmen will be invited to broadcast on behalf of their Party during the Election only by arrangement with the National Party Headquarters (the invitations being channelled, where convenient, through regional Party Headquarters). In addition, with the extension of local television and radio stations and the change in the law following the Representation of the People Act, 1969, Ministers may be asked, particularly after Nomination Day, to take part as candidates in constituency broadcasts. Ministers are free to accept such invitations as they think fit; but no payment should, of course, be received.
2. While there may be the occasional case where it would be right for a Minister to accept an invitation to broadcast on overseas radio or television during the Election period such invitations should not be sought and should normally be declined.

NOTE FOR THE RECORD

General Election Timetable : Sunday 8 and Monday 9 May

Sunday 8 May

2300 Mr. Wolfson telephoned me to tell me that, subject to a night's reflections, the Prime Minister had decided to announce on the following day a General Election on 9 June.

Monday 9 May

CLOSED UNDER THE  
FREEDOM OF INFORMATION  
ACT 2000

I agreed that the State Visit of President Jayewardene should be cancelled and, subject to the Prime Minister's views and the advice of the Foreign Office, he should be invited to come in October instead.

9/5/83



0915

The Prime Minister called her Private Office together and started to discuss arrangements. She agreed to hold a Cabinet before her audience of The Queen and to send messages to the Leaders of the Opposition Parties and the Speaker as soon as possible after her audience. She decided the announcement should be made before 1430 if possible, ie before the House met. She authorised messages to be prepared to President Reagan (dealing with the effect on her attendance at the Williamsburg Summit) and Chancellor Kohl (dealing with Stuttgart). She also agreed that the Chancellor of the Exchequer should be authorised to tell the Governor. All these messages were to be transmitted after the audience. She agreed that the House should be dissolved without prorogation and that there should be no dissolution honours in advance of polling day. She authorised me to transmit messages to the Leader of the Opposition and the Leaders of the Alliance that they could seek access to the Head of the Civil Service about matters particularly connected with structure and machinery of government which they would wish to raise if returned to office; she also authorised me to tell the Leader of the Opposition that preparations for the Birthday Honours would go ahead, that if there were a change of government the list would be published and it would be made known that it was on the advice of the previous Prime Minister.

Between  
1000-  
1100

I telephoned the Clerk of the Privy Council, and the Permanent Secretary in the Chancellor's Office to give them advance warning for the preparation of proclamations and writs respectively. I confirmed with The Queen's Private Secretary the audience at 1230.

1000

The First Parliamentary Counsel came to 10 Downing Street at my request, when he was shown the timetable for dissolution and polling day and confirmed that it was in accordance with the Representation of the People Acts.

- 1100 The Prime Minister saw Sir Robert Armstrong. She asked him to arrange a Cabinet meeting on the following day to take outstanding business on local government finances and structure, Review Body Reports on salaries and trade union law reform.
- 1115- The Prime Minister held a Cabinet meeting (attended  
1200 by deputies for those Cabinet Ministers who were not available) and told them of her plans for a General Election. She also warned them of the outstanding business to be taken on the following day.
- 1200 The Prime Minister approved the announcement and signed the letters to the Speaker, and the Leaders of the Opposition and of the Liberal Party. She asked the Chief Whip to deliver these when he received notification that the audience was over, and to inform the Leaders of the Minority Parties.
- 1220 The Prime Minister left for the Audience, returning at 1300.

F.R.B.

9.5.83





Undated

10 DOWNING STREET

From the Press Secretary

Dear Chief Information Officer,

I enclose a copy of the instructions which, on the authority of the Minister of State(C), Treasury, Mr Hayhoe, and with the Prime Minister's approval, are being circulated to all Chief Information Officers. They are also being sent to the Central Office of Information for distribution to its Chief Regional Officers.

The Prime Minister has asked me to emphasise the importance of the Information or Public Relations Divisions of all Departments avoiding doing anything which might give grounds for criticism of the activities of the Official Information Services during the Election. I am sure you will take steps to ensure that our, so far, clean record in this respect is maintained this time.

Yours sincerely,

Bernard Ingham

BERNARD INGHAM

Referred to Hayhoe  
that it should be  
from any information  
in the matter of  
the recent



## INFORMATION ACTIVITIES DURING A GENERAL ELECTION

1. The general principle governing information activities during a General Election is to do everything possible to avoid competition with Parliamentary candidates for the attention of the public. In addition, it has always been recognised that special care must be taken during the course of an election since information material produced with complete impartiality which would be accepted as objective in ordinary times, may excite criticism during an election period when feelings are running high.
2. This paper gives guidance as to how these principles should be applied. It is being circulated by the Prime Minister's Principal Private Secretary to Ministers; by the Prime Minister's Press Secretary to Heads of Information Departments and by the Director General of the Central Office of Information to senior officers at COI Headquarters and in the Regions. Part I deals with Paid Media and the COI Overseas Operation. Part II deals with the work of Information Departments in regard to 'free' media.
3. The election period should be taken as from Monday, 9 May, to Friday, 10 June.

### PART I - PAID MEDIA AND CENTRAL OFFICE OF INFORMATION ACTIVITIES

4. (a) Exhibitions which form part of a privately sponsored exhibition should not be withdrawn; but self-contained official exhibitions should not be kept open or opened during the election period.
- (b) The Central Film Library and the Photographs Library will operate as usual but the political party organisations will be asked, as in previous elections, to agree that films and photographs from the libraries will not be used by the parties during the election period.
- (c) Printed material should not normally be given any fresh distribution in the UK during the election period, in order to avoid any competition with the flow of election material. The effect on Departments which distribute posters and leaflets to the public is as follows:

Posters. The normal display of existing posters on official premises may continue but efforts should not be made to seek display elsewhere. Specific requests by employers, trade unions, etc. for particular posters may, however, be met in the ordinary way.

Leaflets. Single copies of leaflets may be issued on request to members of the public and to Parliamentary candidates. Bulk supplies should not be issued to any individuals or organisations without appropriate approval.

- (d) Export promotion stories for the overseas services will continue to be sought by staff in the Regions and at Headquarters but it must be made clear on each occasion that this industrial information is needed for use abroad.
- (e) Official "filler" films and radio tapes transmitted in intervals or public service periods of TV and radio programmes may be limited in consultation with the BBC and IBA Companies.
- (f) Press, television, cinema, radio and poster advertising will in general be postponed until after the election period. An exception will be made for semi-display recruiting press advertising which can continue, provided it appears only on classified pages and limited in size to quarter-page or equivalent. In some circumstances localised health or safety campaigns could also well continue.
- (g) Research. Field work involving interviews with the public or sections of it will be postponed or abandoned.

## 5. Facilities for Overseas Visitors

COI arranges tours for official visitors from overseas invited by the Foreign and Commonwealth Office. It will be in the British interest to provide opportunities for these visitors to see how a free election is conducted; and the following instructions are being issued in connection with the arrangements to be made for them (they are on similar lines to those approved by the political parties in previous general elections).

### (a) Tours by official visitors during the election period

Where it is practicable and acceptable to the political parties, arrangements will be included in the programmes for visits to party headquarters and committee rooms and arrangements may also be made to attend political meetings. Transport may be provided for these purposes if necessary, but the visitors will not be accompanied by a COI representative. In addition, arrangements may be made to see polling stations and attend the counting of votes; if so, Regional Officers will be authorised to ask for the assistance of the Returning Officer in providing these facilities; and may escort the party if the visitors so desire, and provide transport if necessary.

### (b) Other journalists from overseas

Any foreign journalist - press, television or radio - not being an official visitor, who may ask for assistance from COI should be given the addresses of the central or local party offices.

## 6. Facilities for Information Material for Overseas Use

The permission of the political parties will be sought for photography, filming and sound recording (by COI officers or units commissioned by COI) in particular constituencies, for use in the Overseas Information Services.



## PART II - FREE MEDIA AND DEPARTMENTAL ACTIVITIES

7. During an Election campaign the Government retains its responsibility to govern and Ministers remain fully responsible for the work of their Departments. By custom, however, Ministers observe reasonable discretion as regards the initiation of any new action of a continuing or long-term character - they do not for example make new appointments during this period to any statutory body for which they are responsible - and they avoid using Government occasions for Party purposes.

8. Departmental Information Services may therefore properly continue to discharge during the Election period their normal function only to the extent of providing factual explanation of current Government policy, statements and decisions. They must be particularly careful not to become involved in a partisan way in election issues.

9. Rules for the guidance of departmental Information Officers should be broadly as follows:

### Press Relations

- (a) In response to questions Departments can provide factual information by reference to published material.
- (b) There is no objection to issuing routine press notices, e.g. figures which are issued on a monthly or regular basis - or drawing attention to and as necessary summarising reports of nationalised bodies, independent committees, etc., which a Department is required to publish.
- (c) Statements which might refer to the future intentions of the Government should not ordinarily be handled by a Department. It would be better if they were made by the appropriate Minister in a political speech which would be handled by the Party organisation. Where a Minister wished to hold a press conference to make clear the Government's policies on a particular subject of immediate importance, then clearly his Department must provide facilities and give guidance.
- (d) There is a danger that some announcements of new items of Government expenditure or commitments to invest in the future, if handled by the Press Office, might be criticised as providing support for the Party in power. On the other hand, there are bound to be fairly routine announcements of this kind, and it might look ridiculous if they were issued through a political speech and the Party machine, just because of the danger of controversy. Indeed their use in a speech might tend to turn something routine into a point of controversy. Provided a Press Notice is couched in entirely non-controversial language, there should be no objection to the normal procedure. In particular, it is preferable to avoid, in the Press Notice or in the background notes to editors, any recapitulation of the Government's past achievements in the field which is the subject of the announcement. Ultimately, each case must be judged on its merits and left to the discretion of the Department.



## Press Articles, Interviews and Broadcasts by Ministers

The Prime Minister gives guidance to Ministers in regard to press articles, interviews and broadcasts by Ministers during the election period.

The normal rules governing these are relaxed during the election period but arrangements for such articles and interviews will normally be made on the political network. Care should be taken by Information staffs in arranging press interviews for Ministers during this period because of the possibility that such interviews would have a strong political content.

Requests for Ministers to broadcast during the election period are initiated by the broadcasting companies. Instructions to Ministers on this subject are issued separately by the Prime Minister but Information Officers should remember that the distinction between political and ministerial broadcasts will be under very close scrutiny during this period. They should not arrange broadcasts through official channels unless they are quite satisfied that the subject is non-controversial.

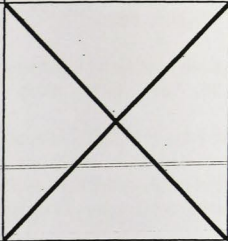
### 11. Press Notices to Parliamentary Candidates

Press releases sent to Members of Parliament should cease on their becoming Parliamentary candidates. This follows the practice of the Central Office of Information who discontinue to these people overseas information material ordinarily sent to them.

### 12. Factual Information

Requests for information from all Parliamentary Candidates should be referred to the appropriate Minister's Private Office. But Departments can provide organisations or members of the public with factual information which does not require disproportionate time or effort to produce.

13. In any case of doubt about the application of this guidance in a particular case, Departmental Information Officers should consult their Private Offices, the Press Secretary at 10 Downing Street or, in the case of paid for publicity, the COI.

|   |   |
|---|---|
| DEPARTMENT/SERIES ..... <i>PREM 19</i> .....<br>PIECE/ITEM ..... <i>1735</i> .....<br>(one piece/item number) | Date and<br>sign  |
| Extract details:<br><i>letter from Philip Moore to Robin Butler dated 9 May 1983</i>                          |  |
| CLOSED UNDER FOI EXEMPTION ..... <i>40, 41(1), 40(2), 41</i> .....  | <i>17/1/18</i><br><i>Mr M</i>   |
| RETAINED UNDER SECTION 3(4)<br>OF THE PUBLIC RECORDS ACT 1958   |   |
| TEMPORARILY RETAINED  |   |
| MISSING AT TRANSFER   |   |
| NUMBER NOT USED   |   |
| MISSING (TNA USE ONLY)  |   |
| DOCUMENT PUT IN PLACE (TNA USE ONLY)  |   |



BUCKINGHAM PALACE

The Queen's Engagements

MAY

|                                  |   |
|----------------------------------|---|
| Wednesday, 11th                  | General Nursing Council Reception.                            |
| Thursday, 12th -<br>Sunday, 15th | Royal Windsor Horse Show.                                     |
| Monday, 16th                     | Visit to 2nd Infantry Division at<br>Imphal Barracks, York.   |
| Tuesday, 17th                    | Open new International Maritime<br>Organisation Headquarters. |
| Wednesday, 18th                  | Lunch for President Machel of Mozambique.                     |
| Thursday, 19th                   | Present new Standards to Household Cavalry.                   |
| Saturday, 21st                   | Sail in BRITANNIA for State Visit to<br>Sweden.               |
| Saturday, 28th                   | Return to U.K.  |
| Tuesday, 31st                    | Dine with Nulli Secundus Club.                                |

JUNE

|                                |   |
|--------------------------------|---|
| Wednesday, 1st                 | Derby Day.  |
| Monday, 6th                    | Private visit to the Blues and Royals,<br>Combermere Barracks, Windsor. |
| Tuesday, 7th -<br>Friday, 10th | State Visit by President Jayewardene<br>of Sri Lanka.                   |
| Wednesday, 8th                 | Reception for World Cup Cricket teams.                                  |
| Thursday, 9th                  | South of England Show at Ardingly.                                      |



c/f to file pl



FUE

R57

cc: J. C. Oles  
1 Kydd  
S. Goodchild

10 DOWNING STREET

From the Private Secretary

9 May, 1983

Further to our telephone conversation this morning, I now write to confirm that the following Foreign Office engagements have been cancelled:-

Monday, 16 May

Talks and Lunch for President Machel of Mozambique

Tuesday, 17 May

0930 - President Kyprianou  
1100 - High Commissioner of Belize

Wednesday, 18 May

Talks and Lunch for Yugoslav Prime Minister

Friday, 20 May

Meeting with Sir Michael Butler

Thursday, 2 June

0930 - Australian Prime Minister, Talks  
1200 - Mr. Paul Netze

Wednesday, 8 June

Lunch for President of Sri Lanka

Friday, 10 June

1000 - Herr Schmidt  
Talks and Lunch for First Deputy Prime Minister of Iraq.

CAROLINE STEPHENS

Mrs. Alison Walters,  
Foreign and Commonwealth Office

Off to file?



FILE

107

bc; Tessa Garsman  
Tim Flesher.

10 DOWNING STREET

From the Private Secretary

9 May, 1983

PRIME MINISTER'S DIARY DURING THE ELECTION CAMPAIGN

I shall be leaving the office at the end of this week to join Richard in Norfolk for the Campaign.

It is possible that the Prime Minister will have to undertake one or two official engagements during the Campaign. Tim Flesher in this office will be in charge of her diary. If the Prime Minister does go to Washington and/or Stuttgart she will have to have briefing meetings at present arranged for Wednesday, 25 May at 11 am (Economic Summit) and Thursday, 2 June at 1030 am (European Council). In addition she is meant to be meeting American journalists for an on-the record briefing prior to the Economic Summit on Wednesday, 25 May. These timings will almost certainly not be convenient to you but the meetings will have to be taken into account so could you please liaise with Tim Flesher.

CAROLINE STEPHENS

R. Bowden, Esq.,  
Conservative Central Office

Bot



For file  
on election  
announcement

10 DOWNING STREET

~~Robin~~

If Cabinet Ministers  
are unable to come  
to 1115 Cabinet today  
may they send  
deputies?

Yes.

PKS

9.5.83



~~Robin~~

Reputies at Cabinet today

Foreign office

Lord Belstead

NIO

Lord Gownie

Scottish Office

John McKay

no minister from Agriculture is  
available

~~query about Chief Secretary~~

9.5.81

MR. BUTLER

ELECTION ANNOUNCEMENT

Attached is the usual form of an election announcement.

I set out attached a Q&A brief for press officers which requires some elaboration and the Prime Minister's approval.

I need it before I hold any lobby on an announcement.

Other points

I have told the BBC the Prime Minister does not intend to give a Ministerial broadcast.

I assume she will not wish to give short news interviews to BBC, ITN and IRN - immediately after the announcement; but the arguments for and against are finely balanced. These would give her an opportunity to explain her decision, to present it positively and to meet in advance any Opposition party criticisms in advance; but it could subject her to critical questioning. The fact that she refused to give interviews might prevent interviews with other leaders being broadcast on grounds of balance, though we cannot count on that. We need a decision on this.

I would expect the Jimmy Young Programme and Thames TV Eye requests to fall.

B. INGHAM  
9 May 1983

PRESS NOTICE

GENERAL ELECTION, MAY 1979

The Prime Minister has today asked Her Majesty The Queen to proclaim the Dissolution of Parliament. Her Majesty has been graciously pleased to signify that She will comply with this request.

In order to complete essential financial and other business, Parliament will sit until Wednesday, 4 April. Dissolution will take place on Saturday, 7 April. The General Election will take place on Thursday, 3 May, concurrently with the local government elections in England and Wales; the legislation necessary to facilitate this will need to be enacted before Parliament adjourns on 4 April.

The new Parliament will be summoned on Wednesday, 9 May, when the first business will be the election of the Speaker and the swearing-in of members, and the State Opening will be on Tuesday, 15 May.

10 Downing Street,  
Whitehall, S.W.1.

29 March, 1979



DRAFT Q & A

- Q. Why has the Prime Minister gone for June 9?
- A. Because, as she said on BBC yesterday, she believes it is in the national interest that she now ends the uncertainty about a General Election and makes it possible for a Government to be elected with a clear mandate for a new term of office.
- Q. But is she not also going now because she thinks that her Government has the best chance of being re-elected now.
- A. She is certainly confident that she will win now. She considers that a Conservative victory would also be in the national interest.
- Q. What were the arguments in favour of June 9 rather than June 16 or 23?
- A. The feeling in the Government and Party is that the country is ready for an election so why delay? Get it over with and out of the way.
- Q. Will the Prime Minister go to Williamsburg?
- A. The United Kingdom will be represented at Williamsburg. The Prime Minister is considering the question of representation in the light of her decision about the General Election.
- Q. Will the visit to the USA, however, be curtailed?
- A. This is under consideration.
- Q. Will the Prime Minister go to Stuttgart, only 2-3 days before polling?
- A. Again the United Kingdom will be represented and the Prime Minister is considering representation.

Q. Does the fact that this is a more open question mean that you doubt you will get a Budget settlement?

A. No. We are determined to get a Budget settlement because, as the Prime Minister has made repeatedly clear, we have a just cause; there is a problem that needs to be dealt with; and our partners in our position would be taking exactly the same line.

Q. When was the decision taken to go for June 9?

A. Today, when the Prime Minister was satisfied everything was ready.

Q. Why did the Prime Minister move so fast?

A. She usually does when she has made up her mind. In any case, it makes sense in terms of clearing up at Westminster.

Q. How many Bills will go by the board?

A. I cannot say at this stage. That depends on the usual negotiations. The Leader of the House will make a Business Statement following those negotiations.



10 DOWNING STREET

THE PRIME MINISTER

9 May 1983

Dear Richard,

In my statement to the House on 11 November 1982, I announced, after consulting you, that I had asked the Security Commission to investigate the circumstances in which breaches of security had, or might have, occurred arising out of the case of Geoffrey Arthur Prime, who was convicted on 10 November 1982, of offences under the Official Secrets Act 1911, and to advise in the light of that investigation whether any change in security arrangements was necessary or desirable.

The Commission have now completed their task and submitted their Report to me. I assured the House on 11 November that the Commission's findings would be laid before the House to the fullest extent compatible with national security. I think that it would be right to proceed with this business before the dissolution of Parliament. I therefore propose to publish on 11 May, as a Command Paper, the full text of the Commission's Report, but not of four of the appendices to the Report which contain classified information which it would not be in the public interest to disclose. This has been agreed with Lord Bridge and his colleagues.

/ In other

HL



In other circumstances I should of course have announced the publication of the Security Commission's Report and the Government's conclusions on it in an oral statement in the House of Commons. In the circumstances created by the announcement of a General Election, I think that this should be done by way of Written Answer to a Parliamentary Question. If you are content with this, I hope you will feel able to put down tomorrow, 10 May, a Question for Written Answer on 11 May. The Question might read:

To ask the Prime Minister, whether she has received the report of the Security Commission on the case of Geoffrey Arthur Prime, and whether she will make a statement.

Yours sincerely

Margaret Thatcher

---

The Rt. Hon. Michael Foot, M.P.

cd whk  
H'k

BUSINESS OF THE HOUSE  
MONDAY 9TH MAY, 1983

LEADER OF THE HOUSE,

ON A POINT OF ORDER, MR. SPEAKER, I SHOULD LIKE TO MAKE  
A BRIEF ANNOUNCEMENT ABOUT BUSINESS TODAY.

IN VIEW OF THE PRIME MINISTER'S ANNOUNCEMENT I THINK IT  
WOULD BE FOR THE CONVENIENCE OF THE HOUSE IF WE WERE NOT TO  
PROCEED WITH THE MAIN BUSINESS ON THE ORDER PAPER TODAY,  
THE POLICE AND CRIMINAL EVIDENCE BILL, BUT TO MOVE STRAIGHT  
TO ITEM 2, THE MOTION ON THE EUROPEAN COMMUNITY DOCUMENT ON  
THE SPECIAL PROGRAMME TO COMBAT HUNGER IN THE WORLD.

FOLLOWING DISCUSSIONS THROUGH THE USUAL CHANNELS THE  
BUSINESS FOR THE REMAINDER OF THE WEEK WILL BE RE-ARRANGED  
AND I PROPOSE TO MAKE A FURTHER STATEMENT TO THE HOUSE LATER  
TODAY.

IT WILL BE MY INTENTION THAT THE HOUSE SHOULD BE GIVEN  
APPROPRIATE ADVANCE WARNING OF MY STATEMENT.



13/1-

de VC ✓

## 10 DOWNING STREET

*From the Principal Private Secretary*

SIR ROBERT ARMSTRONG

Access of the Leaders of the Opposition Parties to the  
Head of the Civil Service

The Prime Minister instructed me to tell the Leader of the Opposition and the Leaders of the Alliance that if they wished, during the General Election period, to talk to the Head of the Civil Service on a contingency basis on questions (particularly of structure and machinery of Government) which they would wish to raise if they were to form the next Government, she was agreeable to their doing so.

I have conveyed this message to the Offices of Mr. Foot, Mr. Steel and Mr. Jenkins and have suggested that if they wished to take advantage of the Prime Minister's offer they should approach your office. I have also said that, if there is any matter on which I can help, I am at their service.

I see that in 1979 my predecessor circulated a note on the attached lines to Permanent Secretaries. Would you like me to circulate a note on these lines, referring to the Leaders of the Alliance as well as to the Leader of the Opposition?

E.E.R. BUTLER

9 May 1983



SECRET



10 DOWNING STREET

*From the Private Secretary*

9 May 1983

The General Election

I enclose copies of:

- (a) A message which the Prime Minister sent this morning to the President of the United States which deals, inter alia, with the implications of a General Election for her planned visits to Washington and Williamsburg;
- (b) A further message which the Prime Minister has sent to Chancellor Kohl about the European Council in Stuttgart.

I am copying this letter and its enclosures to John Kerr (HM Treasury) and Richard Hatfield (Cabinet Office). I should be grateful if you and they would not circulate the messages beyond Private Offices.

A. J. COLES

Brian Fall, Esq.,  
Foreign and Commonwealth Office.

Original TAFSed  
on Euro Council Meeting Proc Stuttgart

Classification and Comments

Procedure Deskby

SECRET AND PERSONAL

FLASH

A-J.C. <sup>9</sup>/<sub>5</sub>  
L-a.

1 ZCZC  
2 GRS  
3 SECRET AND PERSONAL  
4  
5

6 FM FCO  
7 TO FLASH BONN  
8 TELEGRAM NO

9 EUROPEAN COUNCIL, STUTTGART: BRITISH ELECTIONS  
10 TELECON PRIVATE SECRETARY/EASTWOOD

11 1. Date of elections will be announced here at 1430  
12 local time. The Prime Minister would like the following  
13 message to be delivered to Chancellor Kohl before then and,  
14 failing that, as soon as possible thereafter:  
15 Begins.

16 Dear Herr Chancellor

17 We are announcing today that there will be a General  
18 Election in the United Kingdom on 9 June. I wanted to be  
19 in touch with you at once.

20 After the most careful thought I have decided that it  
21 would not be in the national interest to delay an Election  
22 any longer. But the date I have had to choose is very close  
23 to the European Council in Stuttgart on 6/7 June. We shall  
24 be telling the press in answer to the inevitable questions  
25 that the United Kingdom will of course be represented at

|                                       |                  |  |
|---------------------------------------|------------------|--|
| NNNN ends<br>telegram                 | BLANK            | Catchword<br>Stuttgart   |
| File number                           | Dept             | Distribution   |
| Drafted by (Block capitals)<br>J.P.M. |                  | LIMITED<br>Head ECD (1)<br>PS<br>PS/Mr Hurd<br>PS/PUS<br>Mr Evans<br>Mr James<br>Mr Hannay<br>Head WED<br>Head ECD(E)<br>Head, News Dept |
| Telephone number                      |                  |  |
| Authorised for despatch<br>J.P.       |                  |  |
| Comcon reference                      | Time of despatch |  |

PS / No 10

# OUT TELEGRAM (CONT)

Classification and Caveats

Page

SECRET AND PERSONAL

2

<<<<

Stuttgart but that decisions on our representation have yet to be taken.

I shall need a little time to consider whether it will be possible for me to attend the European Council in person, if only for part of the proceedings. I very much wanted to attend to help make this Council, under your Presidency, an outstanding success (and this consideration has been much in my mind in the difficult decision I had to make about the timing of the Election). On the other hand, I know you will understand how difficult it would be for me to be away from the United Kingdom during the crucial closing days of our campaign. I shall be in touch with you again about this issue as soon as possible.

Of course, the question of our budget problem now becomes all the more critical and urgent. I very much hope that we can find a solution at the Foreign Affairs Council on 24 May.

Meanwhile, I am most grateful to you for all the help you have given to the United Kingdom and to me personally. This will be of continuing importance to me in the days and weeks ahead.

With my best wishes, Yours ever, Margaret Thatcher.  
Ends.

PYM

NNNN

NNNN ends  
telegram

BLANK

Catchword



MISC 137

Top copy filed on ECON POL: Summit (Williamsburg)  
Pt 13

001/09

W/HSE DE CAB

00 WHITE HOUSE

GRS 600

SECRET

PRIME MINISTER'S

PERSONAL MESSAGE

SERIAL No. T60/83

IMMEDIATE TO WHITE HOUSE (DESKBY 09/1230Z)

FROM CABINET OFFICE LONDON 091230Z

MESSAGE FROM THE PRIME MINISTER

TO THE PRESIDENT OF THE  
UNITED STATES OF AMERICA.

DEAR RON,

WE ARE ANNOUNCING TODAY THAT THERE WILL BE A GENERAL  
ELECTION IN THE UNITED KINGDOM ON THURSDAY, 9 JUNE. I WANTED TO  
BE IN TOUCH WITH YOU AT ONCE.

I AM CONVINCED THAT IT WOULD NOT HAVE BEEN RIGHT IN THE NATIONAL  
INTEREST TO DELAY THE ELECTION ANY LONGER. BUT THE DATE I HAVE  
CHOSEN HAS IMPLICATIONS FOR MY PLANS TO VISIT WASHINGTON ON 26/28  
MAY AND WILLIAMSBURG ON 28/30 MAY.

I HAD BEEN MUCH LOOKING FORWARD TO MY MEETINGS WITH YOU IN  
WASHINGTON ON 27 MAY BUT I KNOW YOU WILL UNDERSTAND THAT IT IS  
SIMPLY NOT POSSIBLE FOR ME TO BE AWAY FROM THE UNITED KINGDOM  
FOR SEVERAL DAYS IN THE MIDDLE OF AN ELECTION CAMPAIGN. I AM  
AFRAID, THEREFORE, THAT I MUST POSTPONE MY VISIT TO WASHINGTON.  
WITH YOUR AGREEMENT I WOULD PROPOSE TO MAKE THIS KNOWN PUBLICLY ON  
TUESDAY, 10 MAY.

IN ANSWER TO QUESTIONS ABOUT WILLIAMSBURG WE ARE AT PRESENT  
SAYING THAT THE UNITED KINGDOM WILL OF COURSE BE REPRESENTED  
BUT THAT DECISIONS ON THE COMPOSITION OF OUR DELEGATION HAVE YET  
TO BE TAKEN. I SHALL LET YOU KNOW AS SOON AS I HAVE BEEN ABLE  
TO DECIDE WHETHER I SHOULD PERSONALLY ATTEND. I VERY MUCH WANT TO  
COME BUT I HAVE TO WEIGH THIS AGAINST THE REQUIREMENTS OF THE  
ELECTION CAMPAIGN AND POSSIBLE CRITICISM HERE IF I ATTEND.  
I SHALL BE IN TOUCH AGAIN ABOUT THIS AS SOON AS POSSIBLE.

THE GOVERNMENT WILL, OF COURSE, CONTINUE TO EXERCISE FULL  
RESPONSIBILITY DURING THE ELECTORAL PERIOD, NOT LEAST WITH  
REGARD TO OUR OBLIGATIONS TOWARDS THE WESTERN ALLIANCE.

MEANWHILE, MY VERY BEST WISHES TO YOU AND MY WARM THANKS TO YOU  
FOR EVERYTHING YOU HAVE DONE FOR OUR TWO COUNTRIES DURING THE  
PERIOD OF MY PRESENT ADMINISTRATION.

YOURS EVER  
MARGRET

SECRET

NNNN

PSE ACK WITH TOR AND INITIALS

QSL MSG GWAO23 AT 091240Z AND THIS IS HD

PRESS NOTICE

GENERAL ELECTION, JUNE 1983

The Prime Minister has today asked Her Majesty The Queen to proclaim the Dissolution of Parliament. Her Majesty has been graciously pleased to signify that She will comply with this request.

Parliament will be dissolved on Friday 13 May. The General Election will take place on Thursday 9 June. The new Parliament will be summoned on Wednesday 15 June, when the first business will be the election of the Speaker and the swearing-in of members, and the State Opening will be on Wednesday 22 June.

10 Downing Street  
Whitehall SW1

9 May 1983





10 DOWNING STREET

THE PRIME MINISTER

9 May 1983

Dear Michael.

I am writing to let you know that I have this morning asked The Queen to proclaim a Dissolution of Parliament. She has been pleased to comply with this request.

Parliament will be dissolved on Friday 13 May, and the General Election will be on Thursday 9 June. In the interval between now and 13 May Parliament will transact essential financial and other outstanding business.

The new Parliament will be summoned for Wednesday 15 June, when the House of Commons will elect the Speaker and swear in Members. The State Opening of the new Parliament will be on Wednesday 22 June.

The announcement of the Dissolution and the consequent Election will be issued before 2.30 pm today from 10 Downing Street - a copy of the announcement is enclosed.

This letter is for your personal information, and I should be grateful if you would treat it accordingly until the announcement is made.

Yours sincerely

Raymond Baxter

The Right Honourable Michael Foot MP





10 DOWNING STREET

THE PRIME MINISTER

9 May 1983

My dear George

I am writing to let you know that I have this morning asked The Queen to proclaim a Dissolution of Parliament. She has been pleased to comply with this request.

Parliament will be dissolved on Friday 13 May, and the General Election will be on Thursday 9 June. In the interval between now and 13 May Parliament will transact essential financial and other outstanding business.

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The announcement of the Dissolution and the consequent Election will be issued before 2.30 pm today from 10 Downing Street - a copy of the announcement is enclosed.

This letter is for your personal information, and I should be grateful if you would treat it accordingly until the announcement is made.

*Lawson*

The Right Honourable George Thomas MP

*Rayner*



10 DOWNING STREET

THE PRIME MINISTER

9 May 1983

Dear Mr. Steel

I am writing to let you know that I have this morning asked The Queen to proclaim a Dissolution of Parliament. She has been pleased to comply with this request.

Parliament will be dissolved on Friday 13 May, and the General Election will be on Thursday 9 June. In the interval between now and 13 May Parliament will transact essential financial and other outstanding business.

The new Parliament will be summoned for Wednesday 15 June, when the House of Commons will elect the Speaker and swear in Members. The State Opening of the new Parliament will be on Wednesday 22 June.

The announcement of the Dissolution and the consequent Election will be issued before 2.30 pm today from 10 Downing Street - a copy of the announcement is enclosed.

This letter is for your personal information, and I should be grateful if you would treat it accordingly until the announcement is made.

Yours sincerely  
Margaret Thatcher

The Right Honourable David Steel MP

F.E.R. Butler, Esq.

Privy Council Office,  
Whitehall,  
London, SW1A 2AT

*With the Compliments  
of*

Sir Neville Leigh

9.5.83





PRIVY COUNCIL OFFICE  
WHITEHALL, LONDON SW1A 2AT

File

IMMEDIATE  
IN CONFIDENCE

9th May 1983

I am sending with this letter the customary advance skeleton drafts of a Proclamation dissolving Parliament and an Order in Council directing the issue of Writs.

The drafts follow precedent. If anyone has any comments, perhaps he will let me know.

I am copying this letter and its enclosures to the Permanent Secretaries at the Lord Chancellor's, Scottish, Welsh and Northern Ireland Offices, Robin Butler and Murdo MacLean.

Sir Brian Cubbon, K.C.B.,  
Home Office,  
Queen Anne's Gate,  
London,  
SW1H 9AT

BY THE QUEEN

A PROCLAMATION

FOR DISSOLVING THE PRESENT PARLIAMENT, AND  
DECLARING THE CALLING OF ANOTHER

ELIZABETH R.

Whereas We have thought fit, by and with the advice of Our Privy Council, to dissolve this present Parliament: We do, for that End, publish this Our Royal Proclamation, and do hereby dissolve the said Parliament accordingly: And the Lords Spiritual and Temporal, and the Members of the House of Commons, are discharged from further Attendance thereat: And We being desirous and resolved, as soon as may be, to meet Our People, and to have their Advice in Parliament, do hereby make known to all Our loving Subjects Our Royal Will and Pleasure to call a new Parliament: and do hereby further declare, that, by and with the advice of Our Privy Council, We have given Order that Our Chancellor of Great Britain and Our Secretary of State for Northern Ireland do respectively, upon Notice thereof, forthwith issue out Writs, in due Form and according to Law, for calling a new Parliament: And We do hereby also, by this Our Royal Proclamation under Our Great Seal of Our Realm, require Writs forthwith to be issued accordingly by Our said Chancellor and Secretary of State respectively, for causing the Lords Spiritual and Temporal and Commons who are to serve in the said Parliament to be duly returned to, and give their Attendance in, Our said Parliament on the day of next/ instant, which Writs are to be returnable in due course of Law.

Given at Our Court at Buckingham Palace, this                    day  
of                    in the year of our Lord One thousand nine hundred  
and eighty-three and in the thirty-second year of Our Reign.

GOD SAVE THE QUEEN



At the Court at Buckingham Palace

THE DAY OF 1983

PRESENT,

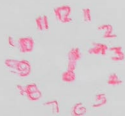
THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Her Majesty, having been this day pleased by Her Royal Proclamation to dissolve the present Parliament and to declare the calling of another, is hereby further pleased, by and with the advice of Her Privy Council, to order that the Lord High Chancellor of Great Britain, and the Secretary of State for Northern Ireland, do respectively, upon notice of this Her Majesty's Order, forthwith cause Writs to be issued in due form and according to Law for the calling of a new Parliament, to meet at the City of Westminster on , the day of 1983; which Writs are to be returnable in due course of Law.

N.E. Leigh



9 MAY 1965





10 DOWNING STREET

Prime Minister

Action business committee

To remind you to mention  
this at Cabinet.

Membership and terms of  
reference highlighted.

FERB

CONFIDENTIAL



Ref. A083/1311

PRIME MINISTER

Prime Minister

Agree to the establishment of,  
this Committee and to its membership.  
The Chancellor of the Exchequer's participation  
will be crucial. One wonders whether  
one or two other members of the Cabinet ~~could~~<sup>with</sup>  
seats near London would be able to help with  
it.

Election Business Committee

FERB 9.5

On the announcement of an Election it has been customary since 1923 to appoint this Cabinet Committee. Its main function is to provide the means whereby enquiries from Party Headquarters are referred to Departments for advice, meeting the legitimate need of Government party candidates for accurate information from Whitehall sources and avoiding civil servants generally from becoming involved with the party organisation. It can also, as necessary, provide advice on the response to enquiries from other candidates, pressure groups and members of the public.

2. The experience of recent Elections suggests that it would probably not be necessary for the Committee to meet, but the Ministers appointed should be reasonably available in case it has to. In particular, it would clearly be helpful if it were chaired by a senior Minister who was readily available to be consulted as issues arose. Thus previous Committees have usually been chosen from Peers and MPs with constituencies near London. In the February 1974 Election it consisted of the Lord Chancellor, Lord Eccles (then Paymaster General), Sir Geoffrey Howe (then Minister for Trade and Consumer Affairs) and Lord Windlesham (then Lord Privy Seal). I suggest that you might consider inviting the Lord Chancellor to chair the Committee again this time, and that the other members might be:-

Chancellor of the Exchequer

Lord Privy Seal

Secretary of State for Trade

3. I suggest that the Committee's terms of reference, as in the February 1974 Election, should be:-

"To provide a forum for the clearance of statements of policy by the Government; to co-ordinate, as appropriate, comments from Departments on the guidance prepared for the use of Government party candidates in dealing with enquiries put to them during

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the Election campaign; and to consider replies by Departments to similar enquiries from Opposition party candidates, organisations and members of the public".

4. Subject to your agreement, I would propose to circulate at once, as is customary, a Cabinet memorandum announcing the establishment of the Committee, to which would be annexed a note to be issued to all Departments giving <sup>standard</sup> guidance on the submission of matters to the Committee and on the handling of constituency correspondence during the campaign. A draft is attached.

Agreed - will  
clear at school  
tomorrow  
mt

REA

ROBERT ARMSTRONG

9 May 1983

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CONFIDENTIAL

THIS DOCUMENT IS THE PROPERTY OF HER BRITANNIC MAJESTY'S GOVERNMENT

C(P)(83) 1

COPY NO

10 May 1983

CABINET: PROCEDURE

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GENERAL ELECTION

---

Note by the Prime Minister

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In accordance with custom when Parliament is to be dissolved, I am circulating certain general guidance for Ministers during the Election campaign.

2. During the campaign the Government retains its duty to govern and Ministers continue to be fully responsible for the work of their Departments. It is however customary for Ministers to observe reasonable discretion as regards the initiation of any new action of a continuing or long-term character and this applies particularly in circumstances where the Government no longer has a majority in the House of Commons. Similarly Ministers should exercise discretion over making new appointments, eg to statutory boards for which they are responsible. Major public appointments which are due to come into effect after the Election and have not yet been announced should not be proceeded with. In any cases of doubt Ministers should consult me even if the appointment is not one which normally requires consultation with me.

3. Attendance by Ministers at some international meetings will probably be essential, but discretion should be observed on new initiatives and Ministers should consider carefully before fulfilling any international commitments whether the subject matter is such that they can speak with the authority proper to a representative of Her Majesty's Government. Ministers attending eg the Council of Ministers of the European Community are, of course, fully entitled to continue to pursue existing Government policies.

4. The principle of collective responsibility continues to apply during the campaign, although it is natural to expect Ministers to range wider in their speeches than is normally customary.

5. In discharging Government engagements, Ministers should seek to avoid giving the impression that they are using them for party political purposes. I have circulated separate notes on broadcasting, press articles and interviews and the use of official transport during the Election campaign.

6. As is customary I am establishing an Election Business Committee. Its function is not to deal with ordinary Government business but to provide the means whereby enquiries from party headquarters are referred to Government Departments for advice, meeting the legitimate need of Government party candidates for accurate information from Whitehall sources and avoiding civil servants generally from becoming involved with party organisation. It can also, as necessary, provide advice on the response to enquiries from other candidates, pressure groups and members of the public. Experience suggests that most of the work of this Committee can be transacted in correspondence. I have invited the Lord Chancellor to chair the Committee and the other members will be:-

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Chancellor of the Exchequer  
Lord Privy Seal  
Secretary of State for Trade

Its terms of reference will be:-

"To provide a forum for the clearance of statements of policy by the Government; to co-ordinate, as appropriate, comments from Departments on the guidance prepared for the use of Government party candidates in dealing with enquiries put to them during the Election campaign; and to consider the replies by Departments to similar enquiries from Opposition party candidates, organisations and members of the public".

Detailed guidance will be issued separately to all Departments giving guidance on the submission of matters to the Committee and on the handling of constituency correspondence during the campaign.

M T

10 Downing Street

10 May 1983

**CONFIDENTIAL**



MR BUTLER

LOBBY LINE AT 11.00AM

I cannot at this stage take matters further than last night.

I would not quarrel with the universal conclusion that we are in for a June election.

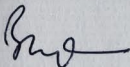
I cannot at this stage help you with the date of an election.

I cannot at this stage rule out anything this week.

Note

My concern about this is if the Prime Minister goes to the Palace this afternoon. I do not wish to be accused of misleading people.

If, in the event of decisive moves today, you can allow me by 11.00am to inject a greater note of immediacy without saying anything specific, I would be happier.



B. INGHAM

9 May 1983



10 DOWNING STREET

Prime Minister

Our record shows that no  
German, French & Italian  
election campaign has coincided  
with an Economic Summit.

2. It now looks as though  
Fanfani will be in an election  
campaign when he goes to  
Williamsburg.

3. I can deal on the position  
 No to Canada and Japan if you like -  
 but I doubt if anyone would  
regard them as convincing parallels.  
 A.D.C.  $\frac{6}{5}$ .



10 DOWNING STREET

THE PRIME MINISTER

29 March, 1979.

*Dear Margaret,*

I am writing to let you know that I have this morning asked The Queen to proclaim a Dissolution of Parliament. She has been pleased to comply with this request.

Parliament will be dissolved on ~~Saturday, 7 April,~~ <sup>Friday 13 May</sup> and the General Election will be on Thursday, ~~3 May,~~ <sup>9 June</sup>. In the interval between now and ~~4 April~~ <sup>12 May</sup> Parliament will transact essential financial and other outstanding business.

The new Parliament will be summoned for ~~Wednesday,~~ <sup>Wednesday</sup> ~~9 May,~~ <sup>Thursday</sup> ~~when the House of Commons will elect the Speaker and swear in Members.~~ The State Opening of the new Parliament will be on ~~Thursday, 15 May.~~ <sup>Tuesday 22 June</sup> ~~Wednesday 22 June~~

The announcement of the Dissolution and the consequent Election will be issued <sup>before 2.30 p.m.</sup> ~~at 2.00 p.m.~~ today from 10 Downing Street - a copy of the announcement is enclosed.

/ This

*DB*



This letter is for your personal information, and I should be grateful if you would treat it accordingly until the announcement is made at ~~2.00 p.m.~~

Yours sincerely  
Jim Callaghan

The Rt. Hon. Margaret Thatcher, M.P.

PRIME MINISTER

DISSOLUTION HONOURS LIST

CLOSED UNDER THE  
FREEDOM OF INFORMATION  
ACT 2000

Timing

3. On some occasions Dissolution lists have been published between the Dissolution and Polling Day (1945, 1959, 1970); and on others after the Election when the same Government is returned (1950, 1966, 1974); when there is a change of Government, the list after an Election becomes a Resignation Honours List.

4. The decision that Mr Whitelaw should stand again points to having a list of peerages after polling day rather than before. If so, this would remove a complication: it would not have been easy to ask Messrs Foot and Steel to consider nominations at the beginning of a General Election campaign. And The Queen (and perhaps you?) would be likely to prefer that the reintroduction of hereditary peerages was not announced in the pre-Election atmosphere.



5. There would, of course, be a complication if you were to lose the Election. It would not then be for you to recommend honours for anyone except members of your own Party, and I suppose there is a risk that, if you wanted to recommend a hereditary peerage for e.g. Mr Whitelaw, Mr Foot would refuse to put it forward, despite the well-established convention that a Prime Minister acts as a post box for his predecessor's resignation list. But on the assumption that you would cross that bridge when you come to it, the rest of this minute is written on the premise that you win the Election and put forward a dissolution list after polling day.

#### Hereditary Peerages

6. I suggested to you that, if you are reintroducing hereditary peerages for Mr Whitelaw and the Speaker, it would be appropriate to offer Sir Harold Wilson the earldom traditionally offered to former Prime Ministers. And this would be the obvious moment to make a further attempt to persuade Mr Macmillan to accept one. On that basis, the structure of your recommendations for hereditary peerages would be:-

Earldom  
Viscountcy  
Baron

Mr Macmillan  
The Speaker  
Mr Grimond

Sir Harold Wilson  
Mr Whitelaw

7.

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FREEDOM OF INFORMATION  
ACT 2000

#### Life Peerages

8. It would also be possible and appropriate to include some life peerages in the list, and <sup>the opportunity to nominate</sup> to offer some to Mr Foot and (possibly) to Mr Steel. We need not approach them until after the Election or decide about numbers until then. In approaching Messrs Foot and Steel, it would be right to tell them that you are recommending Sir Harold Wilson, the Speaker and Mr Grimond for hereditary peerages, and to say that it would be made clear



publicly that these were your recommendations, not theirs.

Summary

10. i) Do you agree that we should now envisage a dissolution list, containing hereditary and life peerages, after Polling Day ?
- ii) Do you agree provisionally the names of hereditary peers in paragraph 6 above ?
- iii)

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ACT 2000

6 May 1983

PRIME MINISTER

ELECTION CONTINGENCY PLANS

This note reminds you of some things which would have to be done if you were to have an election on 23 June.

Dissolution Audience

Subject to the Chief Whip's advice about the time needed to complete essential Parliamentary business, I assume that an announcement would have to be made on about Tuesday 24 May and that the House would be dissolved on Wednesday 1 June. The most convenient time to make the request to The Queen for dissolution would be at the Audience on Tuesday 17 May - The Queen is due to be abroad from 21 to 28 May.

CLOSED UNDER THE  
FREEDOM OF INFORMATION  
ACT 2000

Election Cabinet

On the assumption that you want to tell the Cabinet formally, the best course will probably be to call a special meeting just before the announcement. The convening of the Cabinet on a day other than Thursday is, of course, a signal to the world that the announcement is coming but, provided that it happens only <sup>just</sup> before the announcement, this probably does not matter. An alternative would be to tell the Cabinet your intentions at the normal meeting on the previous Thursday, 19 May, but it would certainly leak and so I have assumed that this course is ruled out.

Notice to the Opposition parties

The Leader of the Opposition and the Leader of the Liberal Party are normally told by a letter from you two or three hours before announcement. Advance notice to the Speaker and the leaders of the minor parties is normally conveyed by the Chief

6/5/83



- 2 -

Whip.

Advance notice to others

In past elections, advance notice has been given to the President of the United States on account of your joint nuclear responsibilities (although this is not really necessary since announcement of the Election makes no sudden change in your responsibilities as Prime Minister). You will probably want to maintain the tradition.

On some past occasions the Chancellor has been authorised to give advance notice to the Governor of the Bank in case the announcement affects sterling. It would be as well to do this.

Other matters to be decided

The Press Notice from No 10 usually gives the date on which Parliament will meet again and of the State Opening. I gather that the Chief Whip has in mind this time that the new House would meet for electing the Speaker and swearing in Members at the beginning of July and that the State Opening would be in October: the date of the latter will need to be negotiated with the Palace.

It will also need to be decided whether the House should be prorogued before being dissolved. In recent years there has been no prorogation in order to avoid the need for a pro-rogation speech.

Things which I need to do

If your discussions over the weekend point to a June Election, may I please have your authority for two pieces of consultation which have been carried out on previous occasions on a strictly confidential basis:-

- i) with First Parliamentary Counsel to establish that nothing has been overlooked in working out the timetable between Dissolution and Polling Day required by the Representation of the People Acts;

- 3 -

ii) with the Clerk of the Privy Council and with the Crown Office that they can carry out the arrangements for the printing of proclamations and writs within the timetable you have in mind.

May I go ahead with these ?

6 May 1983



Mr Young, WED

*Private Secretary*

*Notes (No 10)*  
*Uc spoke*  
*L.A.*  
*Arg.*  
*E. Jan*

*[Signature]*  
*4/5*

# GENERAL ELECTIONS SINCE 1973 IN THE FRG, ITALY AND FRANCE

1. We spoke. You asked for dates for the above, plus Presidential Elections in the case of France. They are as follows:

|                             |                            |  |
|-----------------------------|----------------------------|--|
| <u>FRG</u>                  | 3 October 1976             | (SPD 45.8% : CDU/CSU 48.6%<br>SPD/FDP coalition)   |
|                             | 5 October 1980             | (SPD/ 42.9% : CDU/CSU 44.5%<br>SPD/FDP coalition)  |
|                             | 6 March 1983               | (CDU/CSU 48.5% : SPD 38.2%<br>CDU/CSU/FDP coalition)   |
| <u>ITALY</u><br>5 year term | 20 June 1976               | DC gained most votes. PCI 2nd<br>most. DC led coalitions   |
|                             | 3 & 4 June 1979            | DC gained most votes; PCI came<br>second. DC led coalitions<br>except June 81-Nov 82 when<br>Spadolini, Republican,<br>headed 2 governments (DC<br>still in majority). |
| <u>FRANCE</u>               | 4/11 March 1973<br>5 years | Legislative elections<br>(Gaullists & their allies<br>won with 53.30% against<br>46.70%)   |
|                             | 5/19 May 1974<br>7 years   | Presidential election<br>(Giscard d'Estaing (50.6%)<br>François Mitterrand<br>(49.3%))   |
|                             | 12/19 March 1978           | Legislative elections<br>(Right combined: 290 seats)<br>(Left combined: 201 seats)   |



26 April/  
10 May 1981  
(next due  
1988)

Presidential (M Mitterrand  
(51.75%  
(M Giscard d'Estaing  
(48.24%))

14/21 June 1981  
(were due  
in 1983)  
(next due  
1986)

Legislative elections  
(Left combined: 333 seats)  
(Right combined: 156 seats)

*A M Gillon*

4 May 1983

A M Gillon (Mrs)  
Atlantic Region  
Research Department  
2/71 OAB 273 5735

| PARTICIPANT        | YEAR                              |                                   |                           |                            |                             |                              |                              |                                |                                    |
|--------------------|-----------------------------------|-----------------------------------|---------------------------|----------------------------|-----------------------------|------------------------------|------------------------------|--------------------------------|------------------------------------|
|                    | RAMBOUILLET<br>15-17 NOV.<br>1975 | PUERTO RICO<br>27-28 JUNE<br>1976 | LONDON<br>6-8 May<br>1977 | BONN<br>16-17 July<br>1978 | TOKYO<br>29-29 June<br>1979 | VENICE<br>22-23 JUNE<br>1980 | OTTAWA<br>19-21 July<br>1981 | VERSAILLES<br>4-7 June<br>1982 | WILHELMSHAGEN<br>20-21 May<br>1983 |
| UNITED KINGDOM     | CALLAGHAN                         | CALLAGHAN                         | CALLAGHAN                 | CALLAGHAN                  | CALLAGHAN                   | THATCHER                     | THATCHER                     | THATCHER                       | THATCHER                           |
| UNITED STATES      | FORD                              | FORD                              | CARTER                    | CARTER                     | CARTER                      | CARTER                       | REAGAN                       | REAGAN                         | REAGAN                             |
| FRANCE             | GISCARD                           | GISCARD                           | GISCARD                   | GISCARD                    | GISCARD                     | GISCARD                      | GISCARD                      | MITTERAND                      | MITTERAND                          |
| GERMANY            | SCHMIDT                           | SCHMIDT                           | SCHMIDT                   | SCHMIDT                    | SCHMIDT                     | SCHMIDT                      | SCHMIDT                      | SCHMIDT                        | KOHL                               |
| ITALY              | MORO                              | MORO                              | ANDREOTTI                 | ANDREOTTI                  | ANDREOTTI                   | COSSIGA                      | SPANDOLINI                   | SPANDOLINI                     | FANFANI                            |
| CANADA             | —                                 | TRUDEAU                           | TRUDEAU                   | TRUDEAU                    | CLARK                       | TRUDEAU                      | TRUDEAU                      | TRUDEAU                        | TRUDEAU                            |
| JAPAN              | MIKI                              | MIKI                              | FUKUDA                    | FUKUDA                     | OHIRA                       | OKITA                        | SUZUKI                       | SUZUKI                         | NAKASONE                           |
| EUROPEAN COMMUNITY | —                                 | COMMISSION                        | JENKINS                   | JENKINS                    | JENKINS                     | JENKINS                      | THORN                        | THORN                          | THORN                              |
|                    |                                   | PRESIDENCY                        | —                         | —                          | —                           | —                            | —                            | MARTENS<br>(BELGIUM)           | —                                  |

ECONOMIC RELATIONS DEPT: 3-MAY-1983

OWNING STREET,  
S.W.1.

*With*  
*The Private Secretary's*  
*Compliments*



GOVERNMENT LEGISLATION(i) Second Reading

Importation of Milk

ø Litter (L)

Petroleum Royalties (Relief)

(ii) Standing Committee

Data Protection (L)

Education (Fees and Awards)

Finance

Marriage (L)

Mental Health (Amendment)(Scotland) (L)

(iii) Report and Third Reading

Dentists (L)

Health and Social Services and Social Security Adjudications (L)

Local Authorities (Expenditure Powers)

Mobile Homes (L)

National Heritage (L)

Police and Criminal Evidence

(iv) Lords Amendments

Water

(v) Orders and Regulations

|                                  | Date<br>Laid | Whether<br>Controversial | Date<br>Required           |
|----------------------------------|--------------|--------------------------|----------------------------|
| * Agricultural and Horticultural | 11/4         | No                       | By 6/5                     |
| Civil Defence (2 Orders)         | 28/4         | No                       | By 17/6                    |
| * Customs Duties                 | 31/3         | No                       | By end of April            |
| * Hovercraft                     | 21/4         | No                       | By 12/5                    |
| * Merchant Shipping              | 21/4         | No                       | By 12/5                    |
| * Misuse of Drugs                | 29/3         | No                       | No deadline                |
| * Property (N.I.)                | 19/4         | No                       | No deadline                |
| * Rates (Amendment No.2) (N.I.)  | 19/4         | No                       | By P.C. meeting<br>on 18/5 |
| Saint Christopher and Nevis      | 22/4         | No                       | For debate, 5/5            |
| * Supplementary Benefit          | 29/3         | No                       | By beginning of May        |
| Traffic Areas                    | 24/2         | No                       | A.S.A.P.                   |
| Weights and Measures (2 Orders)  | 28/4         | No                       | By Whitsun                 |

\* S.I. Committee

ø Consolidation

Lords

Agricultural Holdings (Amendment) (Scotland)

ø Car Tax (L)

Energy

Housing and Building Control

ø Medical (L)

Miscellaneous Financial Provisions

Ports (Reduction of Debt)

Social Security and Housing Benefits

Telecommunications

ø Value Added Tax (L)

Awaiting Royal Assent

British Shipbuilders

ø Matrimonial Homes (L)

ø Mental Health (L)

Nuclear Material (Offences)

Plant Varieties (L)

ø Pilotage (L)

ø Consolidation



Bills placed upon the Statute Book (17)

Agricultural Marketing 1983  
British Fishing Boats 1983  
Civil Aviation (Eurocontrol) 1983  
Commonwealth Development Corporation 1982  
Consolidated Fund 1983  
Consolidated Fund (No 2) 1983  
Conwy Tunnel (Supplementary Powers) 1983  
Currency 1983  
Divorce Jurisdiction, Court Fees and Legal Aid (Scotland) 1983  
Electricity (Financial Provisions) (Scotland) 1982  
International Transport Conventions 1983  
Lands Valuation Amendment (Scotland) 1982  
Merchant Shipping 1983  
National Insurance Surcharge 1982  
Pig Industry Levy 1983  
Representation of the People 1983  
Transport 1983



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PERSONAL AND CONFIDENTIAL



c FERB  
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Prime Minister

Caxton House Tothill Street London SW1H 9NF  
6400  
Telephone Direct Line 01-213.....  
Switchboard 01-213 3000

PLS 25/4

Michael Scholar Esq  
Private Secretary  
Prime Minister's Office  
10 Downing Street  
LONDON  
SW1

25 April 1983

*Dear Michael*

LIKELY TREND OF THE RPI

... As requested, I attach a note on the likely trend of the RPI.

Revised figures are given for the next six months; figures for October to December given in our note of 31 March were based on Treasury forecasts produced at the time of the Budget. Neither our statisticians nor Treasury are at this stage able to update these. Figures of 5½ per cent for October, 6 per cent for November and 6¼ per cent for December therefore continue to be best estimates for the end of the year.

We will update this forecast each month.

A similar note on unemployment prospects will follow shortly.

*Yours Sincerely*

*Felicity Aveniss*

MS F M EVERISS  
Private Secretary

PERSONAL AND CONFIDENTIAL

CONFIDENTIAL

DEPARTMENT OF EMPLOYMENT BRIEF FOR THE PM'S OFFICE ON THE LIKELY TREND OF  
THE RETAIL PRICES INDEX

Information becoming available in the last few weeks suggests that during the next 6 months the rate of inflation will move as follows:

| <u>Index date</u> | <u>Publication date</u> | <u>12-month<br/>% increase</u>   |
|-------------------|-------------------------|----------------------------------|
| 1983 March        | 22 April                | 4.6                              |
| April             | 20 May                  | 4                                |
| May               | 17 June                 | $3\frac{1}{2}$ -4                |
| June              | 15 July                 | $3\frac{1}{2}$ -4                |
| July              | 12 August               | $3\frac{1}{2}$ -4 $\frac{1}{2}$  |
| August            | 16 September            | 4-5                              |
| September         | 14 October              | 4 $\frac{1}{2}$ -5 $\frac{1}{2}$ |

These forecasts take account of advice from other Departments including Treasury.

The forecasts for April and May are similar to those circulated on 12 April and are reasonably firm. Beyond May the figures are more speculative but take account of:

- a) The fact that the RPI did not increase between June and September last year.
- b) Little change anticipated in nationalised industry prices during the next few months.
- c) An assumption of no further change in the mortgage interest rate.
- d) An expectation of continuing small monthly increases across a wide range of goods and services, edging up slightly as a result of upward pressure on prices from the depreciation of sterling and some higher world commodity prices.

Department of Employment  
Statistics Division

22 April 1983



PERSONAL AND CONFIDENTIAL

PRIME MINISTER

You might find it helpful to have a check-list of matters which will have to be dealt with before a June Election if you decide to have one. Having consulted John and Michael (but no one else), I think that the list looks like this :-

Security

Publication of Security Commission report on Prime, and statement by you. Debate?

Foreign Affairs/Defence

Preparations for Washington/Williamsburg, including Washington speech

EC Budget - tactics, particularly decision about withholding, and CAP price settlement

Hong Kong - contingency plan for Chinese announcement of

Defence White Paper <sup>their plan</sup>

Nuclear weapons - Joint decision

Disarmament speech (House of Commons debate)

and possibly

Financial policy towards Argentina

Falklands airfield.

Home and economic

Local government - rates and future of GLC

Review body reports - TSRB, AFRB, DDRB, MPs.

Trade union reform legislation

Pensions suprating for November

Possibly -

Outlines of rate support grant settlement 1984/85

Taxation of husband and wife (Chancellor is pressing for decisions in time for manifesto)

Some industrial relations problems (BL, firemen, ports) -

I have omitted less controversial or urgent matters (e.g. BSC and electricity, corporate plans, Alcan and coal price for Lynemouth smelter, electrification of Hastings/Tonbridge line). You also have speeches to the Cutlery, Scottish Conference, Women's Conference.

I hope that this gives you useful picture.

F.E.R.B.

22.4.



FOREIGN AFFAIRS/DEFENCE

Issues to be disposed of before 31 May

1. Preparations for Washington and Williamsburg
2. Washington Speech
3. EC Budget - complete preparation for withholding
4. CAP Price Settlement
5. Contingency plans for Chinese announcement of plan for Hong Kong.
6. Nuclear Weapons : Joint Decision
7. Disarmament Speech (House of Commons debate)
8. (possibly) Financial policy towards Argentina

Issues which could arise during June

1. European Council (6 and 7 June)
2. Reaction to Chinese announcement of plan for Hong Kong
3. Falklands Airfield - decision on location and tenders  
(papers are unlikely to be ready by the end of May but  
a decision is needed soon if work is to begin in September).



MR. BUTLER

You asked for a list of decisions which are coming up in the next few weeks - in particular, decisions which cannot be postponed.

First and foremost is the next set of decisions on local government and rates, including the abolition of the GLC, the metropolitan counties, the new arrangements for the ILEA and for London Transport. The Cabinet will be considering the ILEA, and perhaps others of these issues on 12 May.

Then we have the Review Body reports - TSRB, AFRB, DDRB and MPs' pay.

Then there is the need to approve the trade union reformation legislation, and define the Government's attitude to the reactions to the Green Paper on this. As you know, E Committee is taking this on Thursday.

It will be highly desirable to settle the broad outlines of the Rate Support Grant settlement for 1984/85 before the end of May, so that the local authorities can be told in July what the aggregates are, in the hope of influencing their behaviour in time.

The Chancellor of the Exchequer <sup>is today</sup> ~~will be~~ <sup>(in the weekend box)</sup> arguing that the Government should clear its mind soon - certainly in time for the Manifesto - on the taxation of man and wife and the whole issue of the Independent and Transferable Taxation Allowance (ITTA). The Prime Minister may well disagree that this needs to be settled quickly, but a number of colleagues will agree with the Chancellor.

There are, too, a number of smaller issues, which, nevertheless, might prove awkward in certain circumstances. There is the issue of the Lynemouth Smelter, where there is a dispute between Alcan and the NCB about the price of coal to be supplied

/ to Alcan

to Alcan, and on which the Government may be pressed to intervene. There is also the question of the electrification of the Hastings/Tonbridge railway line.

The only other issue I can think of is the possibility of industrial disputes - eg at BL, or in the docks or with the firemen.

MCS

22 April 1983



PRIME MINISTER

On the Need for Boldness in Great Leaders  
and the Rejection of foolish advice

The King of Persia, Darius, sent an embassy to Alexander the Great offering him half of the Persian Empire, if he would avoid a face to face confrontation.

Alexander's Generals (all reactionaries, of course, who fought every war by the rules of the last one) were unanimously in favour of acceptance.

Their spokesman, who was their most venerable old buffer, one Pormenio, spoke thus:-

"If I were Alexander, I would accept this offer".

Alexander replied:-

"If I were Pormenio, so would I".

Alexander refused the offer from Darius. And conquered the lot - face to face.

---

This message has come from Brian Walden.

21st April 1983

IAN GOW





10 DOWNING STREET

Prime Minister

Something for your handbag.

I have also done a timetable for 30 June: for reasons I can explain, it is much more difficult. Also the June unemployment figures come out on 30 June.

This is all my own work so far. I am arranging to compare notes with Cecil Parkinson, Ian Gow, and the Chief Whip.

PERB  
20.9

Discharge 13 May

9 June

1 June

23 June

MAY

Mon. 16  
Tues. 17  
Wed. 18  
Thurs. 19  
Fri. 20  
Sat. 21  
Sun. 22  
Mon. 23  
Tues. 24  
Wed. 25  
Thurs. 26

X Fri. 27  
X Sat. 28  
X Sun. 29  
X Mon. 30  
X Tues. 31

JUNE

① Wed. 1  
② Thurs. 2  
③ Fri. 3  
④ Sat. 4  
⑤ Sun. 5  
⑥ Mon. 6  
⑦ Tues. 7  
⑧ Wed. 8  
⑨ Thurs. 9  
⑩ Fri. 10  
X Sat. 11  
X Sun. 12  
⑪ Mon. 13  
⑫ Tues. 14  
⑬ Wed. 15  
⑭ Thurs. 16  
⑮ Fri. 17  
X Sat. 18  
X Sun. 19  
⑯ Mon. 20  
⑰ Tues. 21  
⑱ Wed. 22  
⑲ Thurs. 23

Election  
diary

Dissolution audience

Inform Cabinet + announce  
(on Tues. 24 May)

Other events

Women's conference  
speech

Notes

Queen abroad  
21-28 May

Dissolution (or by  
Friday 27 May)

PM abroad  
for  
Williamsburg  
Summit

Unemployment  
figures

European Council  
Stuttgart

State visit of  
Jaywardene

Trooping of the Colour  
Birthday honours list

Retail price index

Polling Day



SECRET

010  
c Mr Butler  
+1



<sup>3</sup>  
Prime Minister

Mus 31/3

Caxton House Tothill Street London SW1H 9NF

Telephone Direct Line 01-213 6640

Switchboard 01-213 3000

Michael Scholar Esq  
Private Secretary to the  
Prime Minister  
10 Downing Street  
LONDON  
SW1

31 MAR 1963

Dear Michael

... Here is our prediction of the likely trend of the  
Retail Prices Index to the end of the year, which  
I promised you last night.

Yours sincerely

Barnaby Shaw

J B SHAW  
Principal Private  
Secretary

SECRET

## SECRET

DEPARTMENT OF EMPLOYMENT BRIEF FOR THE PRIME MINISTER ON THE LIKELY TREND OF THE  
RETAIL PRICES INDEX THROUGH 1983

The 12-month rate of increase in the RPI is expected to fall steadily from February (5.3%) to May ( $4\frac{1}{4}\%$ ), stabilise for a month or so and then be on an upward trend, again fairly consistently, to reach  $5\frac{1}{2}\%$  by September (published 14 October) and 6% by the end of the year. There are likely to be unpredictable "blips" around these trends, giving a margin of error of plus or minus  $\frac{1}{4}\%$  (slightly less up to mid-year and perhaps slightly more thereafter). The monthly path foreseen is as follows:

| <u>Month</u>  | <u>Central estimate<br/>of 12-month %age</u> | <u>Publication date</u> |
|---------------|--|-------------------------|
| 1983 February | 5.3 (actual)                                 | -                       |
| March         | $4\frac{3}{4}$                               | 22 April                |
| April         | $4\frac{1}{2}$                               | 20 May                  |
| May           | $4\frac{1}{4}$                               | 17 June                 |
| June          | $4\frac{1}{4}$                               | 15 July                 |
| July          | $4\frac{1}{2}$                               | 12 August               |
| August        | 5  | 16 September            |
| September     | $5\frac{1}{2}$                               | 14 October              |
| October       | $5\frac{3}{4}$                               | 11 November             |
| November      | 6  | 16 December             |
| December      | $6\frac{1}{4}$                               | 20 January              |

Department of Employment  
Statistics Division

31 March 1983

SECRET



SECRET AND PERSONAL



Caxton House Tothill Street London SW1H 9NA

Telephone Direct Line 01-213.....6400

Switchboard 01-213 3000

<sup>2</sup>  
Prime Minister

RPI forecast

to PM.

MUS 30/3

30 March 1983

Michael Scholar Esq  
Private Secretary  
10 Downing Street  
LONDON SW1

Dear Michael

... I attach predictions of unemployment over the years ahead, as I promised you yesterday.

Two predictions are made, first assuming no change in the underlying rise of unemployment and second assuming a mild reduction in the underlying rise. While the underlying trend is the important thing for most informed commentators on the unemployment statistics, you will see that it is not the only factor affecting the headline total of unemployment over the year ahead.

Other important factors affecting the headline total are the Budget measures to take older people of the unemployment register (column 8 shows that pulling down the unemployment register by 130,000 in September), the seasonal falls in the summer (column 5 shows a seasonal fall of 177,000 in July tailing off in the autumn) and the effect of our special measures.

These last effects are examined more closely in the annexes. We are particularly uncertain about the rate of take-up of YTS and the Community Programme. The prediction given here (an extra 78,000 by September over January) is perhaps on the optimistic side.

Note that in June, July and August school leavers are not entitled to benefit and will not be counted with the unemployed, but there will be a special count which the media will certainly add to the unemployment count. Summer school-leavers will be able to register for benefit in September, and that will make a jump of 135,000 in the headline total.

Yours sincerely

Bonny Shaw

J B SHAW  
Principal Private Secretary

SECRET AND PERSONAL



## CONFIDENTIAL

## PATTERN OF UNITED KINGDOM UNEMPLOYMENT UNDER VARIOUS ASSUMPTIONS

|      | 1                                      | 2              | 3      | 4              | 5                          | 6                                  | 7                                      | 8                                | 9                             | 10               | THOUSANDS                                   |        |
|------|--|----------------|--------|----------------|----------------------------|------------------------------------|--|----------------------------------|-------------------------------|------------------|---|--------|
|      | Seasonally adjusted ex. school leavers |                |        |                | Estimated seasonal element | Estimated school leavers claimants | Estimated school leavers non-claimants | Estimated effect of base release | Total recorded <sup>(4)</sup> |                  | Total including non-claimant school leavers |        |
|      | PATH A                                 | (month change) | PATH B | (month change) |                            |                                    |  |                                  | PATH A                        | PATH B           | PATH A                                      | PATH B |
| 1983 |  |                |        |                |                            | ①                                  | ②                                      | ③                                |                               |                  |   |        |
| Feb  | 3,000                                  | +18            | 3,000  | +18            | 75                         | 124                                | -                                      | -                                | 3,199                         | 3,199            |   |        |
| Mar  | 3,025                                  | +25            | 3,025  | +25            | 35                         | 110                                | -                                      | -                                | 3,170                         | 3,170            |   |        |
| Apr  | 3,050                                  | +25            | 3,045  | +20            | 14                         | 125                                | -                                      | -10                              | 3,179                         | 3,174            |   |        |
| May  | 3,075                                  | +25            | 3,060  | +15            | -45                        | 115                                | -                                      | -90                              | 3,055                         | 3,040            |   |        |
| June | 3,100                                  | +25            | 3,070  | +10            | -102                       | 110                                | 140                                    | -90                              | 3,018                         | <del>2,958</del> | 3,158                                       | 3,128  |
| July | 3,125                                  | +25            | 3,080  | +10            | -57                        | 110                                | 215                                    | -120                             | 3,058                         | 3,013            | 3,273                                       | 3,228  |
| Aug  | 3,150                                  | +25            | 3,090  | +10            | -35                        | 115                                | 215                                    | -130                             | 3,100                         | 3,040            | 3,315                                       | 3,255  |
| Sep  | 3,175                                  | +25            | 3,100  | +10            | -2                         | 250                                | -                                      | -130                             | 3,293                         | 3,218            |   |        |
| Oct  | 3,200                                  | +25            | 3,110  | +10            | -13                        | 185                                | -                                      | -130                             | 3,242                         | 3,152            |   |        |
| Nov  | 3,225                                  | +25            | 3,120  | +10            | 8                          | 125                                | -                                      | -130                             | 3,228                         | 3,123            |   |        |
| Dec  | 3,250                                  | +25            | 3,130  | +10            | 17                         | 70                                 | -                                      | -130                             | 3,207                         | 3,087            |   |        |
| 1984 |  |                |        |                |                            |                                    |  |                                  |                               |                  |   |        |
| Jan  | 3,275                                  | +25            | 3,140  | +10            | 104                        | 45                                 | -                                      | -130                             | 3,294                         | 3,159            |   |        |
| Feb  | 3,300                                  | +25            | 3,150  | +10            | 75                         | 30                                 | -                                      | -130                             | 3,275                         | 3,125            |   |        |
| Mar  | 3,325                                  | +25            | 3,160  | +10            | 35                         | 30                                 | -                                      | -130                             | 3,260                         | 3,095            |   |        |

Notes

- ① Included in recorded total  
 ② Special count made in June, July and August. Not included in recorded total  
 ③ Measures affecting older unemployed men announced in the Budget. Numbers removed from recorded total.  
 ④ Excluding non-claimant school leavers.

## CONFIDENTIAL

ANNEX A

SPECIAL EMPLOYMENT AND TRAINING MEASURES:  
EFFECT ON UNEMPLOYMENT COUNT  
(EXCLUDING YOP/YTS)

THOUSANDS

|      | JOB RELEASE<br>SCHEME (1) | COMMUNITY<br>PROGRAMME (2) | OTHERS (3) | TOTAL<br>excl. YOP/YTS |
|------|---------------------------|----------------------------|------------|------------------------|
| 1983 |                           |                            |            |                        |
| Apr  | 76                        | 56                         | 32         | 163                    |
| May  | 77                        | 79                         | 30         | 186                    |
| June | 79                        | 93                         | 30         | 201                    |
| July | 80                        | 105                        | 31         | 216                    |
| Aug  | 81                        | 115                        | 31         | 228                    |
| Sept | 83                        | 121                        | 32         | 236                    |
| Oct  | 85                        | 121                        | 34         | 240                    |
| Nov  | 90                        | 121                        | 35         | 246                    |
| Dec  | 93                        | 121                        | 37         | 251                    |
| 1984 |                           |                            |            |                        |
| Jan  | 97                        | 121                        | 36         | 254                    |
| Feb  | 100                       | 121                        | 35         | 256                    |
| Mar  | 104                       | 121                        | 34         | 258                    |

## Notes

- (1) Growth from October due to the introduction of the new part-time JRS
- (2) MSC projections indicate an effect of 56 thousand from March, compared with 35 thousand in February. As this change uptake is optimistic the MSC estimates have been lagged one month.
- (3) Other schemes include TSWCS, YWS, Job splitting, Enterprise Allowance and Community Industry.



ANNEX B  
THOUSANDS

|     | EFFECT ON UNEMPLOYMENT COUNT<br>1983/84<br>YOP/YTS (1)(2) | 1982/83<br>YOP | UNEMPLOYED CLAIMANT SCHOOL LEAVERS (3)<br>1982/83 | 1983/84   |
|-----|---|----------------|---|-----------|
| Apr | 168   | 155            | 87  | 125       |
| May | 151   | 145            | 105   | 115       |
| Jun | 148   | 164            | 99 (219)  | 110 (250) |
| Jul | 149   | 167            | 99 (296)  | 110 (325) |
| Aug | 157   | 174            | 103 (296)   | 115 (325) |
| Sep | 197   | 230            | 204   | 250       |
| Oct | 241   | 241            | 174   | 185       |
| Nov | 274   | 238            | 148   | 125       |
| Dec | 288   | 217            | 131   | 70        |
| Jan | 307   | 215            | 138   | 45        |
| Feb | 322   | 217            | 124   | 30        |
| Mar | 325   | 196            | 110 (e)   | 30        |

Notes

- (1) MSC projections indicate a total of 465,000 YTS places by March 1984 with an effect of 350,000 on the unemployment count. The above projections assume 400,000 YTS places by March 1984 with an effect of 325,000 on the unemployment count.
- (2) Excludes some YTS supervisors.
- (3) Figures in brackets include special count of non-claimant school leavers (undertaken in June, July and August).





10 DOWNING STREET

Prime Minister

You wanted a copy  
of this. The numbers have  
not been revised since the Budget  
but the pattern is not likely  
to change.

FERB

16.3.

Prime Minister

## RETAIL PRICES

| Level (000s) | Change on previous month (000s) |
|--------------|---------------------------------|
| 100          | 100                             |
| 200          | 200                             |
| 300          | 300                             |
| 400          | 400                             |
| 500          | 500                             |
| 600          | 600                             |
| 700          | 700                             |
| 800          | 800                             |
| 900          | 900                             |
| 1000         | 1000                            |
| 1100         | 1100                            |
| 1200         | 1200                            |
| 1300         | 1300                            |
| 1400         | 1400                            |
| 1500         | 1500                            |
| 1600         | 1600                            |
| 1700         | 1700                            |
| 1800         | 1800                            |
| 1900         | 1900                            |
| 2000         | 2000                            |
| 2100         | 2100                            |
| 2200         | 2200                            |
| 2300         | 2300                            |
| 2400         | 2400                            |
| 2500         | 2500                            |
| 2600         | 2600                            |
| 2700         | 2700                            |
| 2800         | 2800                            |
| 2900         | 2900                            |
| 3000         | 3000                            |
| 3100         | 3100                            |
| 3200         | 3200                            |
| 3300         | 3300                            |
| 3400         | 3400                            |
| 3500         | 3500                            |
| 3600         | 3600                            |
| 3700         | 3700                            |
| 3800         | 3800                            |
| 3900         | 3900                            |
| 4000         | 4000                            |
| 4100         | 4100                            |
| 4200         | 4200                            |
| 4300         | 4300                            |
| 4400         | 4400                            |
| 4500         | 4500                            |
| 4600         | 4600                            |
| 4700         | 4700                            |
| 4800         | 4800                            |
| 4900         | 4900                            |
| 5000         | 5000                            |
| 5100         | 5100                            |
| 5200         | 5200                            |
| 5300         | 5300                            |
| 5400         | 5400                            |
| 5500         | 5500                            |
| 5600         | 5600                            |
| 5700         | 5700                            |
| 5800         | 5800                            |
| 5900         | 5900                            |
| 6000         | 6000                            |
| 6100         | 6100                            |
| 6200         | 6200                            |
| 6300         | 6300                            |
| 6400         | 6400                            |
| 6500         | 6500                            |
| 6600         | 6600                            |
| 6700         | 6700                            |
| 6800         | 6800                            |
| 6900         | 6900                            |
| 7000         | 7000                            |
| 7100         | 7100                            |
| 7200         | 7200                            |
| 7300         | 7300                            |
| 7400         | 7400                            |
| 7500         | 7500                            |
| 7600         | 7600                            |
| 7700         | 7700                            |
| 7800         | 7800                            |
| 7900         | 7900                            |
| 8000         | 8000                            |
| 8100         | 8100                            |
| 8200         | 8200                            |
| 8300         | 8300                            |
| 8400         | 8400                            |
| 8500         | 8500                            |
| 8600         | 8600                            |
| 8700         | 8700                            |
| 8800         | 8800                            |
| 8900         | 8900                            |
| 9000         | 9000                            |
| 9100         | 9100                            |
| 9200         | 9200                            |
| 9300         | 9300                            |
| 9400         | 9400                            |
| 9500         | 9500                            |
| 9600         | 9600                            |
| 9700         | 9700                            |
| 9800         | 9800                            |
| 9900         | 9900                            |
| 10000        | 10000                           |

UNEMPLOYMENT, NARROW Df. seasonally  
adjusted

### Key assumptions

Unemployment. Monthly path interpolated from quarterly forecast of totals on new count system. Includes effect of job-creation measures.

† Could still be 2 days earlier in each case

PRIME MINISTER

A forward look at decisions in the next few months

I have put in your box separately Sir Robert Armstrong's forward look at Cabinet and Cabinet Committee business for the period until the Christmas recess. This minute tries to give a more general view of calls on your time which we foresee - there will also be plenty that we cannot foresee!

1. ECONOMIC

(a) The Budget - The decision on uprating and other Budget decisions will have to be taken after the Chancellor's return, i.e. in the three weeks beginning 14 February.

(b) Pay - You know about the water workers. The outcome of the water workers' dispute will determine whether there is trouble on electricity and gas workers, and perhaps local authority workers. A list of other groups with settlement dates is at Flag A: much of this will be settled in E(PSP) or, for the Civil Service, MISC 66 and 67: you will be involved in cases of difficulty.

(c) Rates - Draft of a paper by Mr. King for your Group on Rates is about to arrive: then several meetings in February March.

(d) Public expenditure - Guidelines for the next Survey will come forward in late February, but substantive decisions will not come up until July.

(e) Other things - Serpell, aspects of the Telecommunications Bill, regional policy (conclusions of MISC 14), remaining decisions on Cable.



2. FOREIGN AND DEFENCE

(a) Inward and outward visits - A list is at Flag B.

(b) Dependent territories -

(i) Falklands - airfield next week and further issues likely.

(ii) Hong Kong - policy paper later this month.

(iii) Gibraltar - continuing.

(iv) Belize - decision on garrison later this month.

(c) European Community -

(i) 1982 Budget refunds - if there are further hitches.

(ii) 1983 Budget and later - policy discussion of 14 February and further work leading up to June Summit.

(iii) CAP price fixing - end March.

(d) Nuclear and defence -

(i) Decisions on INF talks - continuing over next few months.

(ii) Dual Key - late March.

(iii) A major speech? - as a contribution to the campaign

(e) Middle East -

(i) Arab League delegation/King Hassan's visit

(ii) Strategy - discussion later this month or early

**SECRET**

/(f)

(f) Other matters -

(i) Visit to BAOR? - linked to June European Council?

(ii) Fitzgerald - Talks??

3. HOME

(a) Education vouchers - MISC 91 meeting have now started.

(b) Commission for Racial Equality guidelines - will come forward when new immigration rules have been settled.

(c) Security - decisions on positive vetting following the Security Commission report.

(d) Other things - A full list of subjects going to H Committee is attached to the Cabinet Office paper: the ones most likely to involve you are -

(i) House of Lords reform - later this month.

(ii) Review of Prevention of Terrorism Act - later this month.

4. PARLIAMENTARY

A nuclear debate and censure debate on unemployment are possibilities: apart from that the next occasion likely to involve you will probably be a debate on security in mid-March.

5. APPOINTMENTS

(a) Chairman of JIC

(b) Civil Service - some consequential on recent Permanent Secretary appointments.

(c) Chairman of BBC - Home Secretary likely to come forward with names soon.

**SECRET**

/(d)



- ~~SECRET~~
- (d) Church - Bishop Guildford (mid-February);  
Bishop of Sodor and Man (early April);  
Archbishop of York and consequentials (mid-July)

6. SPEECHES

A list of the speeches is at Flag C. You have Ferdie Mount's minute about themes for these speeches: if you agree with that, we will put suggestions to you on fitting themes to each occasion and arranging some working sessions with the people you want to bring in.

It is going to be a busy six months!

E.E.R. BUTLER

2 February 1983

SECRET



## CONFIDENTIAL

ANNEX A

## PUBLIC SECTOR SETTLEMENT DATES IN THE NEXT FIVE MONTHS

| <u>SETTLEMENT DATE</u> | <u>NEGOTIATING GROUP</u>   |
|------------------------|--|
| 1 February 1983        | Electricity Supply - Technicians and Engineers (27,000)  |
| 1 March 1983           | Tyne and Wear Passenger Transport Executive Platform Staff (1,597)   |
| 1 March 1983           | National Bus Company - Platform and non craft maintenance (31,945) Clericals and Admin (9,059) Skilled Maintenance (5,339) |
| 20 March 1983          | Electricity Supply - Manuals (90,000)  |
| 28 March 1983          | London Transport Buses - Drivers & Conductors (19,420)   |
| 1 April 1983           | West Midlands Passenger Transport Executive - Platform Staff (4,122)   |
| 1 April 1983           | South Yorkshire Passenger Transport Executive - Platform Staff (3,177)   |
| 1 April 1983           | Passenger Transport Executives - Non Manual Staff (5,400)  |
| 1 April 1983           | Armed Forces (334,000)   |
| 1 April 1983           | Civil Service - Non-Industrials (518,200)  |
| 1 April 1983           | Top Salaries Review Body group (1,800)   |
| 1 April 1983           | NHS - Administrative, Clerical and Secretarial grades (131,600)  |
| 1 April 1983           | NHS - Ambulancemen (18,100)  |
| 1 April 1983           | NHS - Ancillary Workers (211,800)  |
| 1 April 1983           | NHS - Doctors and Dentists (94,950)  |
| 1 April 1983           | NHS - Nurses and Midwives (482,600)  |
| 1 April 1983           | NHS - Professions Supplementary to Medicine (36,400)   |
| 1 April 1983           | NHS - Medical Laboratory Scientific Officers (18,000)  |
| 1 April 1983           | Teachers - Primary and Secondary (England and Wales) (452,000)   |
| 1 April 1983           | Teachers - Further Education (England and Wales) (80,000)  |
| 1 April 1983           | Teachers - Primary and Secondary (Scotland) (54,910)   |

CONFIDENTIAL

CONFIDENTIAL

SETTLEMENT DATE

NEGOTIATING GROUP

|               |  |
|---------------|--|
| 1 April 1983  | Teachers - Further Education (Scotland) (7,750)                                  |
| 1 April 1983  | Universities - Non-Clinical Academic Staff (40,000)                              |
| 1 April 1983  | Universities - Manual Workers (11,000)   |
| 1 April 1983  | BBC - Manuals and non-manuals (27,500)   |
| 1 April 1983  | British Shipbuilders (67,000)  |
| 1 April 1983  | Post Office - UCW Postal grades (156,000)  |
| 1 April 1983  | Post Office - CMA grades (14,800)  |
| 3 April 1983  | London Country Buses - Platform staff, catering and miscellaneous grades (2,295) |
| 18 April 1983 | Stathclyde Passenger Transport Executive - Platform Staff (1,847)                |
| 19 April 1983 | British Rail - Clerical and Conciliation grades (136,000)                        |
| 19 April 1983 | British Rail - Workshop grades (50,000)  |
| 20 April 1983 | London Transport - Rail Conciliation grades (14,152)                             |
| 20 April 1983 | London Transport - Rail Workshop grades (3,550)                                  |
| 22 April 1983 | London Transport - Road Workshop grades (3,300)                                  |
| 30 April 1983 | West Yorkshire Passenger Transport Executive - Platform staff (2,812)            |
| 1 May 1983    | Electricity Supply - clericals (47,400)  |
| 1 June 1983   | Gas Supply - Staff and senior officers (57,700)                                  |

CONFIDENTIAL



INWARD AND OUTWARD VISITS

|                        | <u>Inward</u>                             | <u>Outward</u>                 |
|------------------------|---|--------------------------------|
| 4 February             | Chancellor Kohl                           |                                |
| 9 February             | Vice-President Bush                       |                                |
| 16 February            | Deputy Prime Minister<br>of Iraq          |                                |
| ? February             | King Hassan and Arab<br>League Delegation |                                |
| 24 February            | Signor Fanfani                            |                                |
| 2 March                | Mr. Lubbers                               |                                |
| 21-22 March            |   | European Council               |
| 23 March               | President Kaunda                          |                                |
| 18 April               | Sultan of Oman                            |                                |
| 21-22 April            | Chancellor Kohl                           |                                |
| 4 May                  | President Machel                          |                                |
| 18 May<br>(or 15 June) | Yugoslav Prime Minister                   |                                |
| 27-31 May              |   | Economic Summit,<br>Washington |
| 6-7 June               |   | European Council               |



SPEECHES

|                       |   |                            |
|-----------------------|---|----------------------------|
| Saturday 12 February  | : | YC Conference, Bournemouth |
| Wednesday 23 February | : | Institute of Directors     |
| Saturday 26 March     | : | Central Council            |
| Friday 15 April       | : | Candidates Conference      |
| Tuesday 19 April      | : | CBI Dinner                 |
| Thursday 28 April     | : | Cutlers Feast              |
| Friday 13 May         | : | Scottish Conference        |
| Saturday 21 May       | : | Women's Conference         |
| Friday 27 May?        | : | Speech in Washington       |
| Saturday 18 June      | : | Welsh Conference           |
| Thursday 23 June      | : | 1900 Club                  |
| Friday 24 June        | : | EDU Conference ?           |