

PRIME MINISTER

You have 3 engagements in Glasgow on Friday. First, a courtesy call on the Lord Provost; second, and the main item, is your speech to the Chamber of Commerce Bicentenary Dinner and third, your visit to the Glasgow Herald which is also celebrating its bicentenary. George Younger, Secretary of State for Scotland, will meet up with you at Glasgow Airport and be with you throughout.

Media Arrangements

Clearly we hope to avoid any repetition of the "Ron Brown fracas" but demonstrations of some sort are a possibility. Local police are alert and the Scottish Information Office will be on hand to marshal the media.

1. A brief (2 minute) photo facility at the City Hall when you meet the Lord Provost and sign the visitors' book. Press will be in place and supervised when you arrive.
2. On arrival at the Holiday Inn you will be escorted from your car by Michael Dickson, General Manager of the hotel. Pause briefly in the foyer (for photo facility).
3. Writing press will be at the dinner, some as guests and some just in to cover the speech. TV and radio will cover from a fixed position and will be "minded". We hope to avoid facing you with a forest of microphones. Assuming your speech is not finalised until the last minute, it is important that I have a copy of the text before you go into dinner so that I can produce some copies for checking against delivery by the press in attendance.
4. At 6.45 pm you, together with the "top eight" principal guests will go down to the reception area alongside the Britannia Suite where you will pause briefly (for photo facility) before going into the dinner.
5. In the Britannia Suite, as you stand up to deliver your speech, one "rota" still photographer will have a brief (photo facility).
6. At the Herald, the paper's own reporter and photographer will cover and I think it is unlikely that you will be door-stepped or "demonstrated" at that late at night.

Programme

A private suite at the Holiday Inn with a good sized working table has been reserved for you on the 12th floor.

Matthew Neil, the Chief Executive of the Glasgow Chamber of Commerce, will escort you from your suite a few yards down the corridor into the Caledonian Suite for the President's pre-dinner reception (about 40 guests). Most of the reception guests will go down to dinner leaving you and a small "top table" party to follow. You will be escorted into the dinner by George Heaney, the Chamber of Commerce President, and his wife Mary, together with George Younger (his wife will not be there), Dr Michael Kelly, the Lord Provost and his wife, and Matthew Neil.

Dinner is in the Britannia Suite on the ground floor. Before dinner George Heaney will welcome you and the Lord Provost will welcome everyone (800) to the City (3-4 minutes) since 1983 is "Welcome Back to Glasgow Year". The Rev William Morris (his wife

is called Mary), known as the Minister of Glasgow, will say grace.

After dinner there will be a 5-10 minute relaxing hiatus as coffee and drinks are served but no interval as such. The President will call upon you to speak and propose the toast to the Chamber of Commerce. The Chamber's bicentenary date is in fact 1 January 1983. They anticipate a substantial - half hour or so - speech from you. The President will reply (about 15 minutes); the Deputy President, Martin Smith, will propose a toast to the guests (about 12 minutes); and Sir Monty Finnieston, wearing the hat of President of the Association of British Chambers of Commerce, will reply (5-6 minutes). The President will conclude with a round of appropriate thank-yous.

You need to allow yourself a brief respite in your suite before going to the Glasgow Herald and to bear in mind that a long dress is not the best outfit for looking round a newspaper office.

Glasgow Herald

The Glasgow Herald, Britain's oldest national newspaper, started life on 27 January 1783 (two years before the "Times") as the Glasgow Advertiser. Its founder, John Mennons, was an Edinburgh printer who wrote, set and printed the paper himself in a modest lodging house in Trongate. The first issue had a great scoop - the despatch announcing the Versailles Treaty which gave the US official independence.

Today the Herald sells over 130,000 copies a day and claims a 23% lead over its main rival, "The Scotsman". The Bicentenary Anniversary Colour Supplement includes a message from you. The Herald and its sister papers, the "Sunday Standard" and "Evening Times" are published by George Outram & Co which is part of Tiny Rolands Lonhro Empire. You will know Geoffrey Parkhouse, the political editor, and William Russell, the political correspondent, although they are, of course, London based. You will be presented with a bottle of bicentenary whisky (I suspect they have Mr Thatcher in mind) and a leather bound copy of "Glasgow Herald 1783-1983", a history of the paper written by Alastair Phillips, former assistant editor to whom you will be introduced.

On arrival you will be met by Arnold Kemp, the editor, who will have been a guest at the Chamber of Commerce dinner, Kenneth Harris, Chairman of George Outram & Co (but better known as a distinguished heavyweight journalist) and Terry Cassidy, Managing Director of George Outram & Co.

Into one of two very small lifts (holding 3 in comfort, 4 at a pinch) and up 4 floors (ladies and gents handy). Through a dog's hind leg and swing doors to reception area (leave your coat if you have one) and into the Board Room. Drinks, snacks, tea or coffee will be on offer. You will circulate among about 30 people (list attached), and see an audio visual presentation (about 15 minutes) about the paper and its history.

About turn and retrace steps to central stair well. Down 3 flights, accompanied by Arnold Kemp, Terry Cassidy, Ian Forbes (Personnel) and Bob Cadwallender (Production Manager). Left through swing doors into open plan Composing Room. Operators at VDU input terminals. They used to be linotype operators and have been retrained to cope with the new technology. Beyond the VDUs facing you are the supervisors/overseers.

Up one step into Photo Typesetting Room. Not much to see apart from two large boxes out of which come two blue flexible tubes like "hoover tube". Out of the boxes come copy type instead of the old fashioned "hot metal".

About turn, out, down one step, left and up one step into Advertising Display Room. Again VDUs with operators setting up display advertising on screen.

Back into open plan collating and proofing area to see the paper being made up. You will be shown the front page of the earlier edition featuring your own visit to Glasgow. (Photo Facility)

Briefly into Photo Processing Department and out again retracing your steps to the centre stair well. Up one floor and into open plan Editorial Department. Bob Sutter, the News Editor, is in charge. Not many reporters will be around at this time but the "subs" will be there in force.

Thence back to the stairs, up two flights, into the Board Room again for presentation (book and whisky) and farewell. (Reclaim your coat.)

Are you content with the arrangements?

ROMOLA CHRISTOPHERSON
Deputy Press Secretary

26 January 1983

OUTRAM BOARD

Mr Kenneth Harris	Director, George Outram & Co.
Mr John Crawford	Director, Scottish and Universal Investment Limited
Mr Kenneth Graham	Chief Executive, Scottish and Universal Investment Limited
David Campbell	Director
Tony Cassidy	Managing Director, George Outram & Co.

OUTRAM MANAGEMENT

Mr Ian Forbes	Personnel and Industrial Relations Manager
Mr Ian Irvine	Financial Director
Mr Ted Glynn	General Sales Manager
Mr Bob Cadwallender	Production Manager
Mr Mitch Platt	Engineering Manager
Mr George McKechnie	Editor, Evening Times
Mr Jack Crossley	Editor, Sunday Standard
Mr Arnold Kemp	Editor, Glasgow Herald

GLASGOW HERALD EDITORIAL

Mr Graham Gadd	Deputy Editor
Mr Harry Reid	Executive Editor
Mr Ronnie Anderson	Chief Assistant Editor
Ms Anne Simpson	Woman's Editor
Ms Edna Robertson	Chief Leader Writer
Mr Murray Ritchie	Assistant Editor
Mr Hugh Cochrane	Assistant Editor
Mr Bob Cuthill	Managing Editor
Mr Bob Sutter	News Editor
Roy Gardener	Features Editor
Mr Ronnie Dundas	Business Editor
Mr Bill Clark	Scottish Political Correspondent
Mr Eddie Roger	Sports Editor
Mr John Weyers	Associate Editor
Mr John Duncan	Night Editor
Mr Ian Bruce	Defence Correspondent
Mr Alistair Phillips	Former Assistant Editor