

Ref. A084/326

MR COLES

London Economic Summit

There are a number of matters relating to the organisation of the London Economic Summit on which I would welcome the Prime Minister's guidance.

Arrivals and Departures

2. The Lord Chamberlain has approved on The Queen's behalf the use of Kensington Palace Gardens and the Orangery for the formal arrival ceremonies. Delegations will be met on arrival at Gatwick by a senior Minister (the Foreign and Commonwealth Secretary is being approached to see if he would like to do this himself), but it would be appropriate for the Prime Minister as host of the Summit to greet the Heads of State and Government on her own at Kensington Palace. Detailed arrangements for the departures will have to be made nearer the time, when we have more information about the plans of the various leaders, but this will involve only limited ceremony and I do not think that it will be necessary for the Prime Minister to see the leaders off individually; this might perhaps be done by a Minister of State from the Foreign and Commonwealth Office.

3. President Reagan is, as you know, planning to arrive from Ireland, before the other leaders, on 4 June, and it would be appropriate for the Prime Minister to greet him then in the same manner as she would greet the other leaders. The President will be staying at Winfield House, and it would be a comparatively simple matter for a helicopter to touch down at Kensington Palace for a brief arrival ceremony en route from the airport (which in this case may well be Heathrow). We understand that this is likely to be acceptable to the Americans; the Prime Minister's greeting of the President at Kensington Palace should provide a good opportunity for a photocall.

Meetings at Lancaster House

4. It is proposed that meetings of Heads of Government should take place in the Music Room at Lancaster House. The only other

setting which would be at all comparable would be at the window end of the Long Gallery, but the Long Gallery will in any case be required for the plenary sessions, and it would be better for the Heads of Government to meet in the Music Room which would provide an impressive and yet comparatively informal setting. The meetings of Foreign Ministers and Finance Ministers could then take place in the Drawing Room and the Long Gallery (in addition to the plenary sessions).

Yes

5. The plenary lunch on 9 June would be held in the State Dining Room at Lancaster House. So far as the separate working lunches on 8 June for the three groups of Ministers are concerned, the State Dining Room is perhaps rather large for Heads of Government on their own but could accommodate both Foreign and Finance Ministers at separate tables; that would leave the East Dining Room for the Prime Minister's lunch. I should be grateful to know whether the Prime Minister would be content with this arrangement. If she would like to go over these points at Lancaster House, I would gladly arrange for her to go there for half-an-hour one day to case the joint.

Prime Minister

Content?
A.S.C. 2/1

Yes
Do you want to?

No

Note-takers

6. It would be useful to know whether the Prime Minister wishes to have note-takers at all sessions, including the restricted sessions of Heads of State or Government only. She will remember that the first session of Heads of State or Government only at Williamsburg was without any note-taker other than President Reagan himself. The Americans felt that this made for a more uninhibited discussion, but in the subsequent session, when Foreign Ministers and note-takers were present, the discussion did not appear to be exactly inhibited. I propose that we should make provision for note-takers at all sessions (though not of course at meals); if the Heads of State or Government decide to dispense with them at any session, they can readily do so.

Prime Minister

Agree?
A.S.C. 2/1

Yes

7. This also raises the question whether recordings should be made of any of the formal sessions. No recordings were made in London in 1977 and the Americans apparently did not make any at

Williamsburg although they have subsequently suggested that it might have been useful if they had done so. It would be a relatively simple technical matter to arrange, through the interpretation facilities, but I doubt whether there would be any real advantage, and I suggest that it would be contrary to the spirit and informality of the proceedings.

Prime Minister
Agree?
A.S.C.T

No recordings.

Timetable

8. A rough timetable for the first full day of the Summit, ie 8 June, might be as follows:

0930	Photocall
1000	Morning Session
1230	Break for Lunch
1300	Lunch
1430-1700	Afternoon Session

The programme of 9 June will be very similar, except that the morning session could begin directly at 0930, and if an afternoon session is needed it will have to come to an end in time for the press conference.

9. I should appreciate the Prime Minister's guidance on whether she intends to begin with a plenary session on the first morning or whether she wishes to begin with a meeting for Heads of State or Government only, with a plenary in the afternoon, as was the pattern at Williamsburg ~~in the morning~~ (with perhaps a short period at the end of the morning in which Heads of State or Government report their conclusions to Foreign Ministers and Personal Representatives and give directions for the line to be taken by whoever is to brief the press (presumably the Foreign and Commonwealth Secretary)). If the Prime Minister does decide (as I would recommend) to follow the Williamsburg precedent, it would be sensible to have two photocalls for the benefit of the press, one for the Heads of Government in the morning and another for all the participating Ministers before the first plenary session in the afternoon.

Agree?
Yes
no

President of the European Commission

10. It seems to have become established custom for Monsieur Thorn to attend all the meetings and meals attended by the Heads of State or Government. I should be grateful for the Prime Minister's confirmation that he should do likewise this year.

Agree?
Yes

Prime Minister's Dinner: 7 June

11. The dinner at No 10 on the evening of 7 June will provide the first opportunity for a photocall for all the Summit leaders. It is suggested for the Prime Minister's agreement that we should arrange a photocall in Downing Street before that dinner.

Agree?
Yes

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Prime Minister.

I suggest you aim to complete the meal by 9.30 and then let your guest wait the retreat from No. 10 over coffee. Agree? A.S.C. 21

Yes not

12. A performance of Beating the Retreat will be taking place on Horse Guards Parade that evening at 9.30 pm. This should be an impressive occasion, especially under floodlights, and the Prime Minister might like to invite her fellow Heads of Government to watch the display. Security problems would make it very difficult to take the leaders into the stands on Horse Guards Parade, but they could watch the occasion from the windows of the Cabinet Office. If the Prime Minister decides that she would prefer not to pursue this suggestion, I should be grateful if you would confirm that she does not consider that the Beating the Retreat will interfere with the dinner in No 10 (which would, of course, be on the opposite side of the building to Horse Guards Parade).

Prime

The Queen's Banquet: 9 June

13. I shall shortly be writing to Sir Philip Moore to confirm the plans for the Banquet to be given by The Queen on 9 June, which is likely to be at Buckingham Palace rather than Windsor. I assume that the Prime Minister would wish spouses of the Heads of State and Government to be invited to the final Banquet as was the case at Williamsburg last year. I believe that we should follow previous practice and not invite spouses of other Ministers, but I should appreciate the Prime Minister's confirmation on this point. We shall need to make it clear in advance whether or not spouses are to be invited, as the prospect or otherwise of attending a Royal Banquet will no doubt be a determining factor in whether other spouses wish to come to London to the Summit.

Agree? Yes

Agree? Yes

Final Press Conference

14. We have been pursuing the Prime Minister's idea that we might use the Guildhall for the final press conference. It is well suited for the purpose, and available on 9 June, and they will be delighted to have us. There is no question that it would be an impressive and fitting venue. I therefore propose that we should settle on the Guildhall.

Agree? Yes not

RA

ROBERT ARMSTRONG

30 January 1984

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