

dti

the department for Enterprise

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The Rt. Hon. Kenneth Clarke QC MP  
Chancellor of the Duchy of Lancaster and  
Minister of Trade and Industry

Alan Ring Esq  
Private Secretary to  
Rt Hon Nicholas Ridley MP  
Secretary of State  
2 Marsham Street  
LONDON  
SW1A 2AS

Department of  
Trade and Industry

1-19 Victoria Street  
London SW1H 0ET

Switchboard  
01-215 7877

Telex 8811074/5 DTHQ G  
Fax 01-222 2629

Direct line 215 5147

Our ref

Your ref

Date 3 March 1988

Dear Alan

**ACTION FOR CITIES: DISTRIBUTION OF DOCUMENT**

The Chancellor of the Duchy discussed earlier today with the Cabinet Office Unit how best to organise the distribution of "Action for Cities" to individuals and bodies who will expect to receive copies from Ministers and Departments. The following arrangements were agreed.

The Chancellor will write himself to:

- (i) MPs representing the 57 Urban Programme areas;
- (ii) the Chairman of the Trade and Industry Select Committee (Kenneth Warren), the Trade and Industry Opposition spokesmen (Bryan Gould and Malcolm Bruce), and also Ken Hargreaves of the all-party inner city group;
- (iii) BiC, 3i, CBI, the Industrial Society and the Association of British Chambers of Commerce;

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(iv) the local authority associations (the ADC and the AMA), which have letters awaiting a reply from the Chancellor anyway;

(v) a selected number of church leaders.

The Cabinet Office Unit will make sure copies of the document are in the Libraries of the House before the launch. The DTI Inner Cities Unit has already asked CAT leaders to make arrangements for copies to go on 7 March to all the 57 local authorities.

The Chancellor is sure that your Secretary of State and other colleagues will want to let their own Opposition spokesmen and Select Committee chairmen have the document on 7 March. Your Secretary of State will also want to make his own arrangements to deal with the professional and trade associations with which the Department is regularly in contact on inner city issues. I should be grateful if you could let me know to whom your Secretary of State is writing.

I hope that these arrangements are clear and acceptable to everyone. I am sending copies of this letter to Paul Gray, Peter Baldwinson (DE), Philip Mawer (Home Office), Chris de Grouchy (DES) and Jenny McCusker (DTp).

Yours,

PETER SMITH  
PRINCIPAL PRIVATE SECRETARY

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### DISTRIBUTION OF ACTION FOR CITIES

1. We need to decide at tomorrow's 11.30 meeting how and to whom Action for Cities is to be distributed.

2. Action for Cities is unpriced. Therefore particular care has been taken about its compliance with Government publicity conventions. Similar care needs to be taken with its distribution. The document is aimed at encouraging business and enterprise; this helps to define its audience.

### 3. Targeted distribution

- a) Parliament: copies should be placed in the Library of the House at the same time as the press conference (and possibly the press notices).

Opposition spokesmen and Chairmen of Select Committees should receive a copy when the Press conference begins. opportunity. Given the span of Action for Cities, there are several of these.

MPs representing the 57 inner city local authority areas should also receive a copy

- b) Local authorities: the local authority associations should have copies at the time of the press conference. Arrangements can be made through the Regional Offices to give the documents to the 57 local authorities

- c) business organisations and business leaders: a few will be present at the conference. Copies will be given to

- BiC
- CBI
- Industrial Society
- ABCC
- 3i

Given the targeting of the document should small firms organisations eg NFSE be included?

There are companies such as Dunn and Bradstreet who are familiar with targeting a large number of companies. We could be more restrictive by taking, for example, the Times top 1000, Task Force company contacts etc

- d) Professional and Trade Associations: each Department will have its own list of organisations which it deals with. These range from the surveyors, architects, training organisations, insurers and voluntary bodies

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OF THE PUBLIC RECORDS ACT

TEMPORARILY  
RETAINED  
S. Gynn  
23/7/2016

4. Copies will go to the Archbishop of Canterbury and the Chief Rabbi.

#### Wider distribution

5. Distribution will be carefully targeted. There will be general requests for copies of the booklet, many through the Freephone service. But apart from the Freephone there is no information about how people can obtain a copy of the booklet. Should the address of a distribution house be included in the press publicity ?

#### Recommendations

7. I recommend that
- a) the Chancellor writes to Opposition spokesmen and MPs;
  - b) he writes to leading business organisations;
  - c) he writes to local authority associations;
  - d) Regional Offices or CATs deal with the 57;
  - e) each Minister writes to the trade and professional organisations which have dealings with their Department;
  - f) subject to further advice from No 10 the Chancellor should deal with church leaders and VIPs

KRS

K E C SORENSEN

2 March 1988



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CABINET OFFICE

70 Whitehall, London SW1A 2AS Telephone 01-235 200631

2 March 1984

Paul Gray King  
10, Downing St.

Dear Paul,

Action for Cities - Parliament

You will wish to see

- (a) Peter Smith's letter of today, attached.
- (b) Our minute to the Chancellor, also attached.

Yours

Eric.