

B/F 18th



10 DOWNING STREET

He is coming on
May 19th. Please
keep.

C.S.

29/4

28 April 1981

Following my conversation on the telephone with Mr. Marten at the FCO I am writing to confirm that the Prime Minister has agreed to receive the Australian High Commissioner on Tuesday 19 May at 0930. We will require a full brief to reach this office by close of play on Monday 18 May.

0915
CAROLINE STEPHENS

Chris Jebb, Esq.,
Foreign and Commonwealth Office.

Phil Stephens
Australia

Mr Carruthers, South Pacific Department

1. The new High Commissioner for Australia, The Hon R V Garland arrived in London on Friday, 24 April 1981 and assumed his functions immediately.
2. An appointment with the Prime Minister to present the Letter of Introduction will be arranged in due course. An audience of Her Majesty The Queen will also be arranged.
3. In due course, you should arrange for the appropriate FCO Minister to give a lunch in honour of the High Commissioner.
4. Appointments for the High Commissioner to pay his initial calls at the FCO have been made as follows:

| | <u>Date</u> | <u>Time</u> |
|--|----------------|-------------|
| Minister of State (Mr Blaker) | 30 April | 3.30 pm |
| Assistant Under Secretary (Mr Donald) | 30 April | 4.00 pm |
| Head of Commonwealth Co-ordination Department (Mr Barltrop) | 30 April | 4.30 pm |
| Permanent Under Secretary | 30 April | 5.00 pm |
| Deputy to Permanent Under Secretary | 1 May | 12 noon |
| Secretary of State | TO BE ARRANGED | |
| Vice Marshal of the Diplomatic Corps | TO BE ARRANGED | |
| Head of South Pacific Department | TO BE ARRANGED | |

5. For these calls would you please prepare a biography of the High Commissioner and a short brief on our relations with Australia. They should be given the following distribution:

Top copies on blue paper to:

- a. Protocol and Conference Department - to forward to the Marshal of the Diplomatic Corps for Her Majesty The Queen.
- b. Private Secretary (10 Downing Street)

Other copies to:

Private Secretary - for the Secretary of State
APS to Secretary of State
Minister of State (Mr Blaker)
Permanent Under Secretary
Deputy to the Permanent Under Secretary
Assistant Under Secretary (Mr Donald)
Assistant Under Secretary (ODA)
Vice Marshal of the Diplomatic Corps
Head of South Pacific Department
Head of Commonwealth Co-ordination Department

5 copies to Protocol and Conference Department for Mr Martin

S M MacTaggart

S M MacTaggart (Miss)
Protocol and Conference Department

27 April 1981

cc:

PS/PA of those in para 4

PS/Minister for Overseas Development

✓ PS (10 Downing Street)