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the department for Enterprise

The Rt. Hon. Lord Young of Graffham
Secretary of State for Trade and Industry

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See Charles,

**MR HAWKE'S VISIT: TRADE AND INVESTMENT CONFERENCE AT QEII
CENTRE ON 22 JUNE**

file on BUP
Thank you for your letter of 18 June. You may find it helpful
to have the attached detailed timetable which has been
prepared by the COI.

The only new point is that the Minister for Trade,
Mr Alan Clark, would see the Prime Minister off if she wishes
to leave the Conference straight after her speech.

I am copying this letter to Bob Peirce at the FCO.

Your own

Ben.

BEN SLOCOCK
Private Secretary

the
Enterprise
initiative

AUS/UK CONFERENCE - 22 JUNE 1989
DRAFT TIMETABLE

1. 07.30 Registration team assembles.
2. 08.00 Registration starts, followed by coffee for Delegates in the Pickwick Suite. Information desk (in Pickwick) and Press Desk (in Caxton Lounge) should be manned by this time.
3. 08.40 First warning to delegates to take their seats in the Churchill Auditorium. Ushers encourage movement of delegates down to Churchill

NB. Registration to direct late arrivals straight into Churchill.
4. 08.50 Lord Young, Senator Button and Alan Clark meet up in Nightingale Room prior to the arrival of PM Hawke. Refreshments available.
5. 09.00 PM Hawke and Senator Evans arrive to be greeted by Co-Chairmen Lord Young and Senator Button, outside under the QEII entrance canopy.

This group (the Platform Party) then proceeds through the main foyer to the West Foyer for a photo-call against a lit backdrop of panels which feature the Conference logo and title.
6. 09.05 Platform Party enters the Churchill Auditorium and take seats in the front row. Lights dim and the 25 second video fanfare is played.
7. 09.06 Full house lights come up together with stage set lights and Peter Hobday welcomes the delegates and briefly introduces the 5 minute scene setting video.
8. 09.07 Lights dim and the video is played.
9. 09.12 Lights up. Peter Hobday then introduces the platform party by asking the audience to give a warm welcome to: PM Hawke, Lord Young, Senator Button, Senator Evans and the Hon. Alan Clark. Applause as the platform party take their seats stage left.
10. 09.13 Peter Hobday introduces the first keynote speech by Lord Young.
11. 09.14 Lord Young moves to the lectern and delivers his speech.
12. 09.29 Peter Hobday thanks Lord Young and then introduces the second keynote speech by PM Hawke.

13. 09.30 PM Hawke moves to the lectern and delivers his speech.
14. 09.45 Peter Hobday thanks PM Hawke and then introduces Sir Ralph Robins.
15. 09.46 Lighting dims to the level for use of visual aids and Sir Ralph Robins delivers his address.
- NB. House lights sufficient to allow delegates to make notes.
16. 10.06 Lights up as Peter Hobday thanks Sir Ralph and then introduces Alan Jackson.
17. 10.07 Lighting dims to audio visual level as Alan Jackson moves to the lectern to deliver his address.
18. 10.27 Lights up and Peter Hobday thanks Alan Jackson before going on to cover the departure of the platform party by noting that PM Hawke must leave for other engagements. But both British and Australian Prime Ministers will attend the final plenary session. He then invites the delegates to coffee in the Pickwick Suite, reminding them that the conference will reconvene at 11.00 hrs. PM Hawke leaves via Nightingale Suite, as does Alan Clark.
19. 10.30 Coffee break.
20. 10.50 Reminder to delegates that the conference reconvenes at 11.00 hrs. Ushers encourage this.
21. 11.00 Platform Party take their seats and Peter Hobday welcomes the delegates back and introduces Richard Branson.
22. 11.01 Lighting dims and Richard Branson moves to the lectern to deliver his address.
23. 11.21 Lights up and Peter Hobday thanks Richard Branson before moving to introduce Simon Crean.
24. 11.22 Lights dim and Simon Crean moves to the lectern to give his address.
25. 11.42 Lights up and Peter Hobday thanks Simon Crean before going on to introduce the Question and Answer session (during this we may have to move the second table and microphones to mid-stage). Peter Hobday asks the previous speakers to come up and take their seats and opens the event to questions. It will be made clear that questions can be addressed to all members of the by now 7-strong platform party.

26. 12.00 Peter Hobday brings the Q+A to a close and thanks the speakers for their participation. Speakers leave the stage to resume their seats while Peter Hobday goes on to introduce the team of three speakers from Cooper and Lybrand. (During this we may need to shift the table once more). Two chairs required on stage for C+L team.
27. 12.28 Peter Hobday thanks the C+L team and then points out to delegates that one of the team will attend each of the syndicate sessions after lunch. He then invites the delegates to pre-lunch drinks in the Pickwick Suite. He also takes the opportunity to remind the delegates of postlunch moves to the 5th floor, pointing out that they should take their delegate packs with them.
28. 12.30 Pre-lunch drinks.
- NB. Possible press briefing by officials in Fleet Room.
29. 12.50 Reminder to delegates in Pickwick that lunch will be held in Fleming on 3rd floor. Table numbers in delegate pack. Ushers to encourage move.
30. 13.00 Delegates seated in Fleming for lunch.
31. 13.05 Lunch is served.
32. 14.12 Lord Young introduces Senator Evans. Toasts.
33. 14.13 Senator Evans moves to the lectern and gives his address.
34. 14.28 Peter Hobday thanks Senator Evans and reminds delegates about their respective moves and timing of the programme for the afternoon.
35. 14.30 Delegates move the syndicates.
36. 14.30 to 16.00 Discussion in syndicates. Later, Syndicate Chairmen invite delegates to tea in Pickwick.
- ~~15.30~~ 17.00 NB. Probably Press Conference in Fleet Room. Young and Button.
37. 16.00 Tea in Pickwick. (During this, desks on stage are altered for the final plenary session).
38. 16.20 Reminder to delegates that plenary session resumes at 16.30. Ushers encourage move.
39. 16.25 Arrival of PM Thatcher, to be met by Lord Young Senator Button. They then move in to the Nightingale Room to meet up with PM Hawke, Senator Evans and Alan Clark. This party of 6, led by the two PMs then move back through to the photo-call in West Foyer. The platform party then enter the Churchill Auditorium.

40. 16.39 Lights dim and the opening 25 second video fanfare is re-played.
41. 16.30 Lights up and Peter Hobday announces the arrival of the two PMs and invites the audience to welcome the platform party for the final plenary session. The two PM's lead the group up on to the platform.
42. 16.31 During the final session Peter Hobday will briefly introduce each of the speakers in the order: Senator Button, PM Hawke, PM Thatcher and then Lord Young who will wind up the formal proceedings. PM Thatcher will probably leave immediately after her speech. She may be accompanied by Alan Clark.
43. 17.00 On behalf of Senator Button, Peter Hobday then invites the delegates to the reception in the Fleming Room.
44. 17.00 to 19.00 Reception hosted by Senator Button.

AUSTRALIA: Visits of Maske
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AUSTRALIA - UNITED KINGDOM
TRADE AND INVESTMENT INTO THE '90s

AUSTRALIA - UNITED KINGDOM TRADE AND INVESTMENT INTO THE 90s

Outline Conference Programme

8.00 - 8.50 am

Registration and coffee.

9.00 am

Arrival at Conference of Mr Hawke, Prime Minister of Australia, with Lord Young and Senator Button, co-chairmen of the Conference.

9.05 am

Introduction by Mr Peter Hobday, Presenter of the Conference, with scene-setting video.

9.15 am

Keynote Speech by Lord Young.

9.30 am

Keynote Speech by Mr Hawke.

9.45 am

Address by Sir Ralph Robins of Rolls-Royce Plc.

10.10 am

Address by ~~Sir~~ Mr Alan Jackson of BTR Nylex.

10.30 - 11.00 am

Coffee.

11.00 am

Address by Mr Richard Branson of Virgin Group Ltd.

11.20 am

Address by Mr Simon Crean, President of Australian Council of Trade Unions.

11.40 - 12.00 noon

Speakers answer questions from delegates, chaired by Presenter.

12 noon - 12.30 pm

Presentation by Coopers & Lybrand Team on their Australia-UK Trade and Investment Study.

12.30 pm

Pre-lunch drinks.

1.00 - 2.30 pm

Lunch hosted by Lord Young.

Address by Senator Gareth Evans, Australian Minister for Foreign Affairs and Trade.

2.30 - 4.00 pm

Discussion Group Sessions.

- Manufacturing and Commodities.

- Service Industries (including Transport, Tourism, Construction and Consultancy).

- Banking and Financial Services.

4.00 - 4.30 pm

Tea.

4.30 - 5.00 pm

Final Plenary Session in presence of Prime Ministers of United Kingdom and Australia.

5.00 - 7.00 pm

Reception hosted by Senator Button, Minister for Industry, Technology and Commerce.

AUSTRALIA: VISITS 20

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