

C.C. MEA.

PRIME MINISTER

DIARY

You may remember that I mentioned to you briefly before your holiday that we might re-instate the diary meetings that we used to have in Opposition days. We had them on a weekly basis then which is obviously not going to be possible now. There is, however, a good case for a regular look at the diary - perhaps about once a fortnight - at which I can put to you suggested times for all the engagements that you have agreed, for your approval. At present, as you will recall from the last two or three weeks of the session and the first week of the Recess, the diary is getting over-loaded with engagements which, although individually worthwhile, are collectively unsustainable. This is the inevitable product of suggestions being put to you from various parts of the office in a piecemeal fashion. If we had a fortnightly meeting, you could make more informed decisions on individual engagements in relation to the overall shape of the diary for any particular day or week. Obviously, this could not apply to the essential flow of Government business which is often set up at short notice: but it could apply effectively to all the additional burdens e.g. visits, lunches, interviews, etc, which made life before the Recess so impossible.

Do you agree to a fortnightly diary meeting, e.g. first thing on Monday morning.

CR.

(Caroline Ryder)

19 August, 1985

RAMASL