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MR POWELL

Economic Summit 1986

At the first preparatory meeting of Personal Representatives for the purpose of preparing the Economic Summit in Tokyo next May, the Japanese Representative gave us an indication of the administrative and timetable plans.

Timetable

2. The timetable arrangements will be very much as for the London and Bonn Summits.

3. It is uncertain whether there will be any arrangements for formal reception on arrival since a number of Heads of State or Government may wish to arrive 24 hours or so ahead of the opening of the meeting in order to give themselves time to recover from the journey.

4. Proceedings will begin with a reception in the early evening of Sunday 4 May. That will be followed by a dinner for Heads of State or Government only (Foreign Ministers and Finance Ministers will have their own separate dinners). It is envisaged that the first meeting on Monday 5 May should be for Heads of State or Government only (with Foreign and Finance Ministers again meeting separately in their own groups). In order to give Heads of State or Government as much time as possible together on their own, it is envisaged that this first meeting might run fairly long, to a late lunch break. The Heads of State or Government and Foreign Ministers would have lunch together (with a separate lunch for Finance Ministers). The

first plenary meeting would be held at (say) 3.00 or 3.30 pm. Dinners that evening would be taken in separate groups.

5. There would be a second plenary meeting on the morning of Tuesday 6 May, to consider any draft Communiqué or Declaration. Mr Nakasone hopes that the time spent on agreeing drafts can be kept reasonably short, so that there can be a general discussion after the documents have been agreed.

6. The Emperor would give a banquet for Heads of State or Government and Ministers on the evening of Tuesday 6 May. We were warned that it was likely to be "almost impossible" for Heads of State or Government to get away from Japan that evening after the banquet. We pressed the Japanese Government to reconsider that, since we thought that many of the Heads of State or Government might want to get straight off on the return journey without staying overnight. The problem appears to be environmental: for the avoidance of noise, Haneda Airport closes fairly early each evening.

Administrative Arrangements

7. The Japanese Personal Representative proposed that official delegations should consist of 12 people (excluding secretarial and security staff). I and several other Personal Representatives urged them to increase the number to the traditional 15. The American Personal Representative said that less than 15 would be unacceptable to the United States Administration.

Venue

8. The venue for the 1986 Summit will be the same as for the 1979 Summit: meetings will take place at the Akasaka Palace in Tokyo, and delegations (including Heads of State or Government) will be housed in the Tower block of the New Otani Hotel nearby.



The press will be housed in the main building of the New Otani Hotel, and the Japanese Government hopes that early reservations will be made directly to the hotel. They would be content for these reservations to be co-ordinated by national Governments if preferred. I kept open for the Prime Minister the option of staying at the British Embassy, though it is in fact some way across Tokyo and staying at the Embassy could involve the Prime Minister in some tiresome journeys across the city.

9. It is envisaged that the press guidelines for the Tokyo Economic Summit will be the same as those for the London and Bonn Summits.

10. I am sending copies of this minute to the Private Secretaries to the Foreign and Commonwealth Secretary and the Chancellor of the Exchequer and Mr Ingham.

RA

ROBERT ARMSTRONG

4 December 1985

1. Program

(1) The Tokyo Summit will be held at the Akasaka Palace in Tokyo from 4 to 6 May 1986.

(2) Program is now being worked out with the precedents set by the London and Bonn Summits taken into account. Delegations should be advised to schedule their departure from Japan taking it into account that it will be almost impossible to depart on the night of the third day when an Imperial Banquet is given on that night.

2. Accommodations Hotel New Otani

Delegations the Tower

Press the main building (Reservation for press should be made directly to the Hotel.)

3. Access to the Akasaka Palace

(1) Main Building 10 (not transferable, including Head of State/Government and Ministers)

(2) Delegation House 15 (transferable)

4. Transport

(1) Between Haneda International Airport and the center of Tokyo - Helicopters for 15 members of each delegation
(In case of rain or dark - cars) *11 w/ H/c*
25 w/ Car

(2) Between New Tokyo International Airport (Narita) and the center of Tokyo - Helicopters for 15 members of each delegation (In case of rain or dark - YS11 or cars) *25 w/ H/c*
70 w/ Car

(3) Cars and buses for other members, buses for the press

5. Interpreters

- (1) Sessions - Simultaneous Interpretation
- (2) Working luncheons and dinners

Floor language will be English. Delegations may provide whispering interpretation for their Head of State/Government.

6. Press Arrangements

- (1) Press Center will be set up at Hotel New Otani.
- (2) Basic office and communication equipment will be provided.

7. Inquiries

- (1) Size of the delegations and its schedule (including logistics advance teams)
- (2) Whether Heads of State/Government will be accompanied by their spouses or not.