



CABINET OFFICE

70 Whitehall London SW1A 2AS Telephone 01-233 6164

copy 157k

DAF LF } Who'll come a video-ing with me? Can.

2G/1080

16 April 1986

See Distribution

TOKYO ECONOMIC SUMMIT: VIDEO CONFERENCING

1. Following a meeting with BT on 6 March it was agreed that BT would provide, in conjunction with the Japanese KDD, a free videoconferencing service for use by officials for certain periods during the Summit. It was tentatively agreed that the studio should be installed on a temporary basis in the Cabinet Office in Conference Room D.

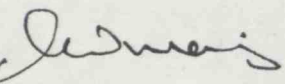
2. I am now told by British Telecom that they could not install the cable in time for the Summit and that as an alternative the videoconferencing studio presently being installed in the Welsh Office, Gwydyr House, Whitehall should be used instead. I discussed this with the Welsh Office who agree in principle that the arrangement is acceptable to them but they doubt whether the installation will be completed in time. They point out that it is not simply a question of BT providing the service but also of PSA works being completed. The position will need to be clarified nearer the time.

3. BT are considering what other arrangements might be made but the firm alternative is the use of British Telecom's videoconferencing studio at the Holborn Centre. The contact at the Centre is Phillip Tortell on telephone number 01-936-3043.

4. Arrangements were made, in consultation with No 10 Press Office, for the use of the link between 9 and 11 am BST on Tuesday 6 May. The circuit will also be available, by prior arrangement with BT, between 9 and 10 am BST from 2 to 5 May inclusive and between 8 am and 2 pm BST on 7 and 8 May (on these latter dates BT will also be demonstrating the system to other potential commercial users).

5. Since we have expressed an interest in utilising the link for trial purposes and BT has gone to the trouble to arrange its provision, I suggest that departments should make an attempt to use the facility. Arrangements for attending a videoconferencing studio will be coordinated by Mr Viney on 01-233-7032 and I shall be grateful if you can let him know with as much notice as possible as to who will attend.

6. In Tokyo the studio is being set up in the New Otani Hotel. All senior UK officials will be accommodated in the New Otani Hotel and the Press Office will also be located near to the studio. Arrangements can be made via the 'hot-line' between No 10 Downing Street switchboard and the Delegation Office for attendance in Tokyo and Mr Viney would be pleased to pass messages to this purpose.


pc / C K DAVIES
Telecommunications Secretariat

Distribution:

Duty Clerks No 10
Mr B Ingham
Mr N Towers
Mr M J Richardson ECD(P)FCO
Mr P Wynn-Owen HM Treasury
Mr G Hand News Department FCO
Mr S Woodall, Room 90/2, HM Treasury
Miss S Waghorn PCD, FCO
Mr T M H Shearer



Suye

CABINET OFFICE

70 Whitehall London SW1A 2AS Telephone 01-233 7032

2G/1080

24 April 1986

Distribution: see below

TOKYO ECONOMIC SUMMIT: VIDEO CONFERENCING

1. The arrangements for video conferencing during the Tokyo Summit as outlined in Ken Davies' letter of 16 April have now changed. The free video conferencing service offered by British Telecom in conjunction with the Japanese KDD will now be available from a studio in Conference Room D at 70 Whitehall.
2. The time periods when the facility is available are as before. By prior arrangement with BT a slot is available between 9 and 10 am BST from 2 to 5 May and between 8 am and 2 pm BST on 7 and 8 May. There is a pre-booked period between 9 - 11 am BST on 6 May.
3. Six people can be accommodated round the conference table and still be in camera range. The facility is of course en clair and care should be taken to ensure that no classified documents are visible to the camera.
4. The service is by way of a demonstration and we would hope that departments will make good use of it if only on an informal basis. If anyone wishing to use the facility will contact me on 01-233-7032 giving as much forewarning as possible I will set up the studio in conjunction with BT.
5. The studio in Tokyo is in the New Otani Hotel where senior UK officials and the Press Office are also located. Again I will be pleased to pass messages via the Delegation Office requesting nominated people to attend the studio.

C N H VINEY
Telecommunications Secretariat

Distribution: Duty Clerks No 10
Mr B Ingham
Mr N Towers
Mr M J Richardson ECD(P)FCO
Mr P Wynn-Owen HM Treasury
Mr G Hand News Department FCO
Mr S Woodall Room 90/2 HM Treasury
Miss S Waghorn PCD FCO
Mr T M H Shearer

