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Told Robinson.

TLR.

CP.
Yes, thank you
This is fine by me.
Content?

WRD
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From: T L Richardson

Date: 1 June 1988

Mr Braithwaite N.C.U.

cc: PS
PS/PUS
PS/Sir J Fretwell
Mr Sheinwald, Planners

2.G.

PREPARATIONS FOR TORONTO

1. You are meeting Mr Wicks at 5pm today to discuss the briefing and other arrangements for the fourth Sherpas' meeting this weekend. But in view of the short space of time between this final preparatory meeting and the Summit itself (only two weeks), we should aim to circulate the call for briefs for Toronto this week, even though the list of briefs may need subsequent revision. (Last year the timetable was less tight with three weeks between Stra and Venice, and the call for briefs issued shortly after the final Sherpas' meeting.) Going on last year's timetable, Cabinet Office's final deadline for briefs would be Tuesday 14 June, and the internal FCO deadline perhaps Thursday 9 or Friday 10 June (though Planners' deadline may have to slip to 13 June because of a NATO meeting on 8-10 June).

2. The other points on which we need to seek Mr Wicks' views are as follows:

- Should the call for briefs issue from Cabinet Office as in previous years? I suggest that, if Mr Wicks is content, it should issue direct from ERD in his name rather than from PS/Sir Robin Butler. It would, however, make sense for the final briefing to be channelled through ERD but collated in Cabinet Office. Committee Section usually organise briefing exercises for all large scale conferences attended by the Prime Minister; they will have to rule on various procedural matters (number of copies of each brief required - 70 last year - PMVL number etc); and such a large quantity of paper should be gathered together in the most central location.

Yes
Wally
approves.

- draft list of briefs (attached); Planners will commission fuller briefing for the Secretary of State on foreign policy subjects covered in Brief No 14.

- format for briefing: will the Prime Minister want briefs in her usual format, ie Our Objectives, Their Objectives, Our Arguments etc? I assume so. We shall also need a ruling on length. Last year Sir R Amstrong ruled that the background subject briefs (nos 5-20 this year) should be no longer than two pages, and should supplement and not

Yes

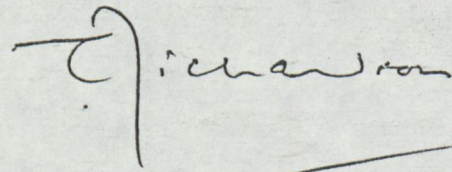
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duplicate the steering brief. But I suspect that briefs 5-7, 10 and 12 at least will exceed that requirement.

- bids for bilaterals: I assume we should pursue this through the normal channels (ie Private Office/Mr Powell). Private Office tell me that No 10 has so far only received one bid (De Mita); and that as the Prime Minister will have seen all her other colleagues recently there are no present plans for further bilaterals unless we wish to make recommendations. We should submit next week about possible bilaterals for the Secretary of State (the afternoon of 18 June is the most convenient time); and I would be grateful for any views from Sir J Fretwell and the Planners.



T L Richardson
Economic Relations Department
WH 413 270 2670

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TORONTO ECONOMIC SUMMIT: 19-21 JUNE 1988
DRAFT LIST OF BRIEFS

<u>Key Briefs</u>	<u>Lead Department</u>	<u>Consulting</u>
1. Steering Brief	FCO (ERD)	As appropriate
2. Speaking notes on economic issues	HMT	FCO (ERD)
3. Speaking notes on political issues	FCO (Planners)	As appropriate
4. Commentary on draft economic communiqué	FCO (ERD) X	As appropriate
<u>Background Briefs</u>		
<u>A. Economic Subjects</u>		
5. World economy (including structural reform)	HMT	FCO (ERD)
6. Trade (including Investment)	DTI	FCO (ECD(E) and ERD)
7. Agriculture	MAFF	DTI, FCO (ECD(E) and ERD)
8. Developing country issues (debt and aid)	FCO (ERD and APD)	HMT
9. NICs	FCO (ERD)	HMT, DTI, FCO (ECD(E) and others)
<u>B. Political Subjects</u> (FCO (Planners) to coordinate all subjects)		(As appropriate)
10. East/West		
11. Middle East		
12. Terrorism		
13. South Africa		

14. Other Foreign
Policy SubjectsC. Other Issues

15.	Drugs	FCO (ERD and NCAD)	Home Office
16.	Health Care	DHSS	
17.	Environment	DoE	FCO (MAED)
[18.	Education]	DES	
19.	AIDS	FCO (NCAD)	
20.	Science (including HFSP and bioethics)	Cabinet Office	DES, FCO (ESSD)