

Confidential Filing

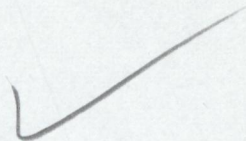
Forward Speaking Engagements

PRIME MINISTER

May 1979

Referred to	Date	Referred to	Date	Referred to	Date	Referred to	Date
18.5.79							
1.6.79							
8.6.79							
9.8.79							
24.11.81							
24.82							
6.3.86							
PREM 19/1888							
Keep TWA MSF 4/2/15							

MR WICKS ✓
MR ALISON
MR SHERBOURNE
MR ADDISON
MR INGHAM



PRIME MINISTER'S SPEECHES FOR 1986

I thought a list of the Prime Minister's speeches might be useful and list them below:

Saturday 15 March - Central Council
TUE Friday 16 *29 April - G.E.C.* May - Scottish Conference
Thursday 22 May - CBI Annual Dinner
Wednesday 4 June - Women's Conference
Monday 30 June - EUREKA
Saturday 12 July - Speech in Vancouver
Thursday 25 September - Open Commonwealth Parliamentary
Association Conference
Friday 10 October - Party Conference
Monday 10 November - Lord Mayor's Banquet
Tuesday 25 November - *W* merville College Dinner
Tuesday 9 December - Address European Parliament, Strasbourg
Thursday 11 December - Manchester Chamber of Commerce Dinner

CR

CAROLINE RYDER
6 March 1986

CONFIDENTIAL



FILE SW
MM

10 DOWNING STREET

From the Private Secretary

2 April, 1982

Here is the schedule of the Prime Minister's future engagements that I promised you. As I explained to you, we are very loath to let this list out of Downing Street for obvious reasons. Could you be certain to keep it under lock and key and give it no distribution whatsoever. It must, under no circumstances, be copied.

David Body, Esq.,
Conservative Central Office

CONFIDENTIAL

DIARY

Monday, 19 April

Dinner - Imperial War Museum

Tuesday, 20 April

Reception for Entrepreneurs and Small Businessmen

Wednesday, 21 April

Lunch for President of Cameroon

Possible reception for Prime Minister of Italy

Thursday, 22 April

Civic Trust Dinner

Friday, 23 April

Visit to Kingston

Monday, 26 April

"Panorama" interview

Wednesday, 28 April

Lunch for the Prime Minister of Thailand

Friday, 30 April

Lunch for Shipbuilders

Visit to Bedford

Tuesday, 4 May

Dinner with Conservative Group for Europe

Wednesday, 5 May

Lunch for Industrialists

Monday, 10 May

Lunch for President of Maldives

Tuesday, 11 May

Dinner : Committee of Vice-Chancellors and Principals

Friday, 14 May

Conservative Scottish Conference, Perth

Saturday, 15 May

Franco-British Council, Edinburgh

Monday, 17 May

Lunch for Prime Minister of France

Seminar and Reception on Information Technology

Wednesday, 19 May

Jimmy Young Show

Lunch for Prime Minister of Zimbabwe

Dinner in honour of Prime Minister of New Zealand

<u>Thursday, 20 May</u>	General Reception at Downing Street
<u>Saturday, 22 May</u>	Cup Final
<u>Wednesday, 26 May</u>	Womens Conference
<u>Saturday, 29 May</u>	Courtesy call on Pope
<u>Wednesday, 2 June</u>	Dinner with Association of American Correspondents
<u>Friday, 4 June - Sunday, 6 June</u>	Economic Summit, Paris
<u>Wednesday, 9 June</u>	Lunch for President Reagan
<u>Thursday, 10 June - Friday, 11 June</u>	NATO Meeting, Bonn
<u>Saturday, 12 June</u>	Trooping the Colour
<u>Wednesday, 16 June</u>	Address United Nations Special Session on Disarmament, New York
<u>Monday, 28 June and Tuesday, 29 June</u>	European Council, Belgium
<u>Wednesday, 30 June</u>	Blue Ball
<u>Friday, 2 July</u>	Visit to Montgomery, Brecon and Radnor
<u>Saturday, 7 July</u>	Lunch for Industrialists Reception for constituency representatives
<u>Thursday, 8 July</u>	Dinner: Plowden Group
<u>Friday, 9 July</u>	Lunch for President Machel of Mozambique
<u>Saturday, 10 July</u>	Dinner for Variety Club of Great Britain
<u>Monday, 12 July</u>	Dinner for Chinese Ambassador
	/Wednesday, 14 July ...

Wednesday, 14 July

Lunch for UN Secretary General
Cocktail Party for Members and wives

Friday, 16 July

Visit to Poole, Isle of Wight and Havant

Tuesday, 20 July

Cocktail Party for Members and wives

Wednesday, 21 July

Lunch with Editors of IPC Womens Magazines

Thursday, 22 July

Cocktail Party for Members and wives

Friday, 23 July

Lunch for Lee Kuan Yew

Monday, 26 July

Dame Margery Corbett Ashby Memorial Lecture

Wednesday, 1 September -
Monday, 6 September

Visit to Scotland

Thursday, 16 September -
Wednesday, 29 September

Visit to Far East and China

Tuesday, 5 October -
Friday, 8 October

Party Conference

Friday, 15 October

Regional tour of the North West

Wednesday, 20 October

Open new Bank of Scotland premises in
the City

Wednesday, 27 October

Lunch for the Prime Minister of Luxembourg

Tuesday, 2 November

Dinner in honour of the Royal Academy
Centenary Appeal

Wednesday, 3 November

Lunch for Prime Minister of Swaziland

Wednesday, 10 November

Lunch for Emir of Qatar

Saturday, 13 November

Festival of Remembrance, Royal Albert Hall

Sunday, 14 November

Cenotaph Service

/Monday, 15 November ...

Monday, 15 November

Lord Mayor's Banquet

Tuesday, 16 November -
Thursday, 18 November

State Visit of Queen Beatrix

Friday, 26 November

St. Andrew's Night Dinner, Glasgow

Friday, 3 December -
Saturday, 4 December

European Council in Denmark

Wednesday, 8 December

Open Conference on Information Technology,
Barbican Centre

Monday, 13 December

Dinner with "The Parlour"

Wednesday, 15 December

Dinner: Progress Trust

Friday, 17 December

Regional tour of Kent

E.R.

Whe Boy

PRIME MINISTER

RM

Here is an up to date list of your
speeches in 1982.

MS

ES

Therbyson

24 November 1981

MISS STEPHENS

MR. WHITMORE
MR. WOLFSON
MR. GOW
MR. HOWE
MR. INGHAM

cc. Miss Shirley Oxenbury

Diary Meeting with the Prime Minister
Monday, 18 January, 1100

I attach:

1. a list of the Prime Minister's speeches for 1982 (Flag A);
2. a list of the Prime Minister's tours which have already been agreed (Flag B);
3. Agenda (Flag C).

This is only a first draft and I would be grateful for further suggestions as soon as possible.

30 December, 1981

PRIME MINISTER'S SPEAKING ENGAGEMENTS FOR 1982

JANUARY

Monday 11 Address Conservative Group for Europe
Wednesday 13 Speak to the National Federation of Self-Employed

FEBRUARY

Tuesday 23 Address Engineering Employers Federation

MARCH

Monday 8 Finchley AGM
Friday 12 Launch a ship in Sunderland
Saturday 13 Local Government Conference
Saturday 27 Central Council, Harrogate

APRIL

Wednesday 7 Morning: speak to the FCS in Loughborough
Thursday 22 Civic Trust Dinner
Friday 30 Speak to Bedford Constituency

MAY

Friday 14 Conservative Scottish Conference in Perth
Saturday 15 and) Franco/British Council in Edinburgh
Sunday 16) (I am assuming that a speech is required)
Wednesday 26 Women's Conference

JUNE

Saturday 12 Welsh Conference

SEPTEMBER

Thursday 2 or) Address large fête in North East Scotland
Thursday 9)

OCTOBER

Friday 8 Party Conference

NOVEMBER

Monday 15 or) Lord Mayor's Banquet
Monday 22)

NOVEMBER (continued)

Wednesday 17

Address North Atlantic Assembly, London

Friday 26

St. Andrew's Night Dinner in Glasgow

DECEMBER

Saturday 4

CTU Conference

Wednesday 8

Open Conference on Information Technology,
Barbican Centre

LIST OF PRIME MINISTER'S TOURS FOR 1982

Friday, 15 January:	Visit to Salford and Manchester
Friday, 12 February:	Visit to Northampton
Friday, 12 March:	Visit to Sunderland
Saturday, 27 March:	Central Council, Harrogate
Wednesday, 7 April:	FCS Conference, Loughborough
Friday, 23 April:	Visit to Weybridge
Friday, 30 April:	Visit to Bedford to speak at constituency dinner
Friday, 7 May:	Possible visit to Yorkshire
Friday, 14 May:	Scottish Conference, Perth
Friday, 11 June:	Visit to Wales
Friday, 16 July:	Visit to Dorset and the Isle of Wight
2 or 9 September:	Visit to N.E. Scotland

There are three dates still to be allocated in the autumn: Friday, 15 October; Friday, 19 November and Friday, 17 December.

Agenda for Diary Meeting

18 January

(as at 30 December)

1. ~~Invitation to open a multi-function day centre in Scarborough. Ref.~~

2.1 Invitation to attend a rally of five Gloucestershire constituencies at Cheltenham Racecourse in the summer. *Accepted Yes.*

2.2 Invitation to attend a major Surrey constituency event via George Gardiner.

2.3 Invitation to attend Centenary Dinner in Norman St. John-Stevas' constituency.

2.4 Invitation to be guest of honour at the British section of the International Press Institute.

2.5 Invitation to attend Central Council meeting on Saturday, 26 March, 1983. *Yes to this.*



10 DOWNING STREET

PRIME MINISTER

I thought you would like
to have sight of a note that
Mike Pattison did for
David Wolfson of a list of
your forthcoming speeches.

ed.

9 August 1979

Pm

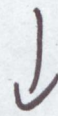
MR WOLFSON

The following speeches are in the diary for the remainder of the year:-

- Tuesday 11 September Lunch for President Banda
(Mr Alexander to co-ordinate)
- Wednesday 12 September Lunch for Belgian Prime Minister
(Mr Alexander)
- Tuesday 25 September am Opening of Milton Keynes Shopping Centre
(Mr Lankester)
- Friday 12 October Party Conference speech
(Mr Gow/Mr Ryder)
- Saturday 13 October Salute at Metropolitan Police Tattoo,
Empire Pool, Wembley
(Mr Pattison, if speech required)
- Monday 15 October Freedom of the Royal Borough of Kensington
and Chelsea
(Mr Pattison)
- Tuesday 16 October Dinner: Benchers of Lincolns Inn
(Mr Pattison)
- Wednesday 17 October Meeting with London Young Conservatives and
Federation of Conservative Students
(Mr Ryder, if speech required)
- Monday 22 October Churchill Memorial Lecture, Luxembourg
(Mr Alexander)
- Thursday 25 October 1600 - Opening of Young People's Parliament
at County Hall
(Mr Sanders)
- /Farewell dinner for Secretary to the Cabinet/
- Friday 26 October Finchley Ladies Lunch
(Alison Ward)
- Young Conservatives' Dinner, Finchley
(Alison Ward)
- Tuesday 30 October Dinner for Chairman Hua
(Mr Alexander)

/Friday 2 November

Friday 2 November	Dinner by Chairman Hua (Mr Alexander)
Monday 5 November	Dinner for President Giscard (Mr Alexander)
Wednesday 7 November	Dinner for retiring Archbishop of Canterbury (Mr Peterson)
Saturday 10 November	Remembrance Dinner (Mr Peterson)
Monday 12 November	Lord Mayor's banquet (Mr Alexander)
Monday 19 November	1922 Committee Dinner (Mr Gow)
Tuesday 27 November	Burke Club Dinner (Mr Gow)



I would like
to ask Owen
Chadwick to
help. Could
we - with his
help do some
historical work
on who when &
the changing nature of
the job.
To make with any
wonder.

MAP

8 August 1979

cc Mr Whitmore
Mr Cartledge
Mr Lankester
Mr Sanders
Miss Stephens

Mr Peterson
Mr Gow
Mr Ryder
Mr James

Original filed
Prime Minister June 79



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10 DOWNING STREET

From the Principal Private Secretary

8 June 1979

Dear John,

The Prime Minister calls for advice from her colleagues from time to time on the content of speeches that she has to undertake, and she also seeks their help in dealing with replies to Members of Parliament as well as in briefing for important occasions and Parliamentary Questions. The Prime Minister has asked me to say that she would always wish the advice on any of these matters which is sent to her office to have been seen, and personally approved by the Cabinet Minister concerned. If particular circumstances, e.g. a visit abroad, makes this impracticable, the senior Minister in the Department should deputise for him.

I am copying this letter to the Private Secretaries to all members of the Cabinet, including the Minister of Transport, the Chief Whip and to Sir John Hunt.

Yours ever,

Ken Stowe.

NOTE FOR THE RECORD

cc ^{cc PM June '79} Private Secretaries
Press Secretary
Political Secretary
Mr. Wolfson
Mr. Whitmore
Mr. Gow

Prime Minister's Speeches

The Prime Minister considered her programme of future speeches this morning. Two general points were made at the outset:

(a) Her diary should not be overloaded with major speeches: one a month would be probably as much as could be accommodated bearing in mind that major points that she wished to get across on particular issues could probably be got across twice a week in the House of Commons.

(b) It was essential that when Ministers submitted material for her consideration for speeches (and for replies to letters from Members of Parliament, as well as for briefing for important occasions including Parliamentary Questions) the Cabinet Minister concerned should personally take responsibility for the content, tone and style of what was submitted.

Subject to these two considerations, the following conclusions were reached about forthcoming speeches.

President Moi of Kenya (Wednesday 13 June) - this should be a speech of about seven minutes covering appropriate issues for a visiting Head of an African State. Mr. Cartledge to be responsible. Briefing to be commissioned from the FCO.

National Executive Committee (Wednesday 13 June) - this would be wholly political: Mr. Wolfson would be responsible for preparing it.

President Turbay of Colombia (Tuesday 3 July) - the Prime Minister doubted whether there was enough substance in our relations with Colombia to warrant an on-the-record speech with a press handout, but she would be grateful if Mr. Cartledge would get the Foreign Secretary's views on this, and on the content of a speech in whatever proved to be the appropriate mode.

/ CPC Summer School

CPC Summer School, Cambridge (Friday 6 July) - this would be an important lecture lasting the better part of an hour and would need careful preparation at least three weeks in advance. It would be the Prime Minister's first major political speech after the budget and would need to combine Conservative philosophy on central issues with an exposition of the central strategy as initiated in the budget. Mr. Wolfson would take charge of the preparation of the speech, convening a meeting with Hugh Thomas, John Nott and John Biffen. Mr. Lankester should however commission from the Treasury briefing on the economic and budgetary strategy to be woven into the speech.

Lunch for the 1922 Committee (Wednesday 18 July) - this would be largely personal but the Prime Minister would need to talk about the political and Parliamentary situation and Mr. Sanders, who should take responsibility for this speech, should prepare briefing for her on the Parliamentary prospectus, with particular reference to the future legislation and industrial relations.

Birmingham Press Club Awards (Friday 20 July) - the Prime Minister would like to make "the new technology" a central theme in this speech alongside the philosophical issue of freedom and responsibility of the press. These two themes would bring in e.g. the Times, NGA and SLADE and would also embrace discussion of the impact of semi-conductors and micro-processors on industry, with particular reference to the interests of the trade unions. Briefing should be commissioned from the Department of Trade and of Employment. Mr. Lankester should take charge.

The Prime Minister went on to say that she would like to include in her programme of industrial visits (on/which we ^{the preparation of} must make rapid progress) visits to areas of new technology where the UK is leading the world and/or establishing a viable business internationally as shown by our exports: avionics is an example. And she would like to focus on small firms in these fields.

We also touched on whether the Prime Minister would be looking for a further major speech in Parliament before the Recess and she concluded that she would not. Having regard to the lateness of the Finance Bill and her desire that Parliament should rise on Wednesday 25 July there would be neither time nor occasion for her to make a major economic speech and she would like business arranged accordingly. Mr. Sanders to inform the Chief Whip please.

KRS.

TO ALL PRIVATE SECRETARIES

cc Mr. Wolfson
Mr. Ryder
Mr. Gow
Mr. James

Original Copied: PM
Prime Minister May 79
PM's weekly diary

The Prime Minister reviewed our working arrangements with Mr. Wolfson and me on Wednesday and decided that some changes should be made forthwith, as follows:

- i. Engagements - The Prime Minister will have a (probably) weekly diary meeting at which she will decide on future engagements. As invitations come in, Caroline Stephens will pass them to the appropriate Private Secretary to get advice from the relevant Cabinet Minister and/or from the Political Office. Mr. Wolfson, Richard Ryder, Caroline Stephens, Ian Gow and I will assemble outstanding invitations and consider them together before we have our discussion with the Prime Minister.

When an engagement is accepted, the normal rule will be that a Private Secretary will accompany the Prime Minister, either the Duty Private Secretary or the Private Secretary with the subject responsibility. There will be certain wholly political engagements where this may not be necessary, but these will be the exception. The Prime Minister will say in respect of each visit, when it is arranged, whom she wishes to accompany her in addition to the Private Secretary.

- ii. Speeches - If the Prime Minister is to make a speech, this should be shown in the diary. Alongside it should be shown the name of the appropriate Private Secretary, either Duty Private Secretary or subject Private Secretary, who will have the responsibility for ensuring that from whatever source is appropriate, the Prime Minister has a draft speech for her box one week before the event. As soon as a

/"speech"

"speech" engagement is accepted, it will be the responsibility of that Private Secretary to consult Mr. Wolfson and/or Mr. Ryder to establish - consulting the Prime Minister as necessary - the kind of speech that is required, the briefing that needs to be commissioned from Departments and who is to take responsibility for drafting the speech itself, either ab initio or using material commissioned from Departments. Thus, the diary entry for a particular occasion might be:

Visit to Computer-Aided Design Laboratory
(Speech: Mr. Lankester)

- iii. Daily appraisal of the Press - Starting on Monday 4 June, when the Prime Minister will have moved into the flat in No. 10, the Prime Minister proposes to have a meeting at 0900 each day ^(or later as necessary) for ten minutes to consider matters of interest and concern arising from Press, Radio and Television reporting. Those present will be the Paymaster General and Derek Howe, Henry James, and the Duty Private Secretary who should, for this meeting be the Private Secretary on duty the previous evening, i.e. it will be the Private Secretary who will have been aware of any untoward events during the previous evening and night. On Tuesdays and Thursdays Mr. Sanders will also attend. The output from this meeting will be either a line of briefing which the Paymaster General or the Press Secretary may take in dealing with the media and/or specific requests for briefing/action which it will be the task of the Duty Private Secretary to follow up. When appropriate, the Private Secretary should record briefly for the information of those not present, and in particular the other Private Secretaries who will be concerned, Mr. Ryder and Mr. Gow, what has been decided or commissioned.

K.R.S.

MR. LANKESTER

cc. Mr. Cartledge ✓
Mr. Sanders
Mr. Pattison
Mr. Ryder

You requested a list of the Prime Minister's speaking engagements up to the end of July. These are as follows:

Saturday, 2 June:	European Youth Rally, Birmingham (political)
Wednesday, 13 June:	Lunch for President Moi, No. 10 (possible speech) Dinner for National Executive Committee (political)
Tuesday, 3 July:	Dinner for the President of Colombia, No. 10 (possible speech)
Friday, 6 July:	Afternoon at C.P.C. Summer School, Cambridge (political)
Wednesday, 18 July:	Lunch for 1922 Committee (political)
Friday, 20 July:	Morning: present Birmingham Press Club Awards (political)

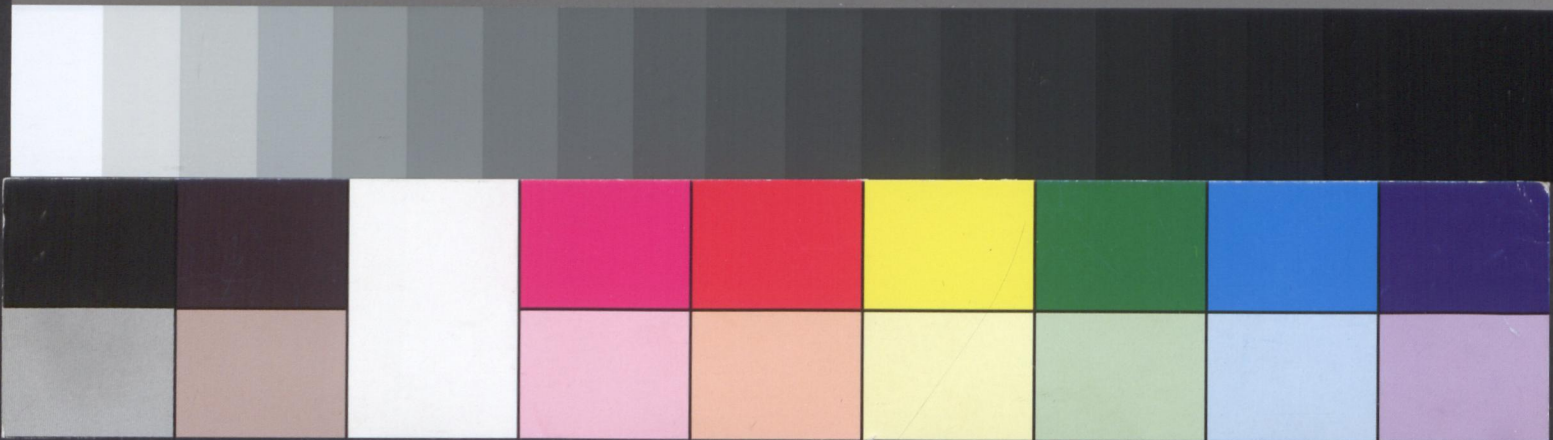
CS

18 May 1979

Grey Scale #13



A 1 2 3 4 5 6 **M** 8 9 10 11 12 13 14 15 **B** 17 18 19



Blue
Cyan
Green
Yellow

Colour Chart #13

Centimetres

