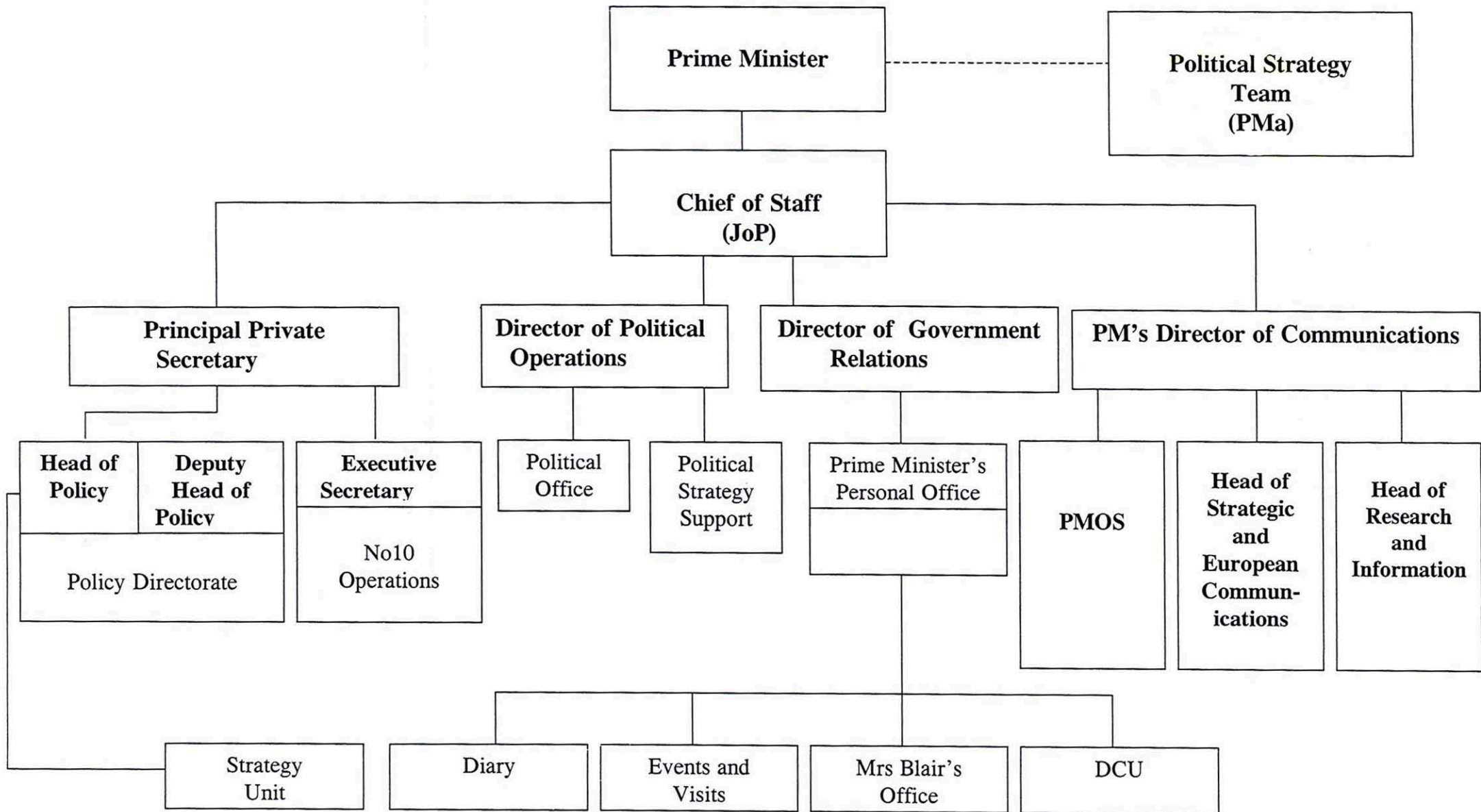


NO10 ORGANISATION



Political Strategy Group

- Prime Minister to chair weekly meetings of a new Political Strategy Group (4.00pm each Wednesday) with internal staff below plus HA
- PM Meetings to be prepared by weekly meetings of the Political Strategy Team (Monday afternoons), chaired by Peter Mandelson, comprising:
 - JoP
 - SM
 - PMc
 - PH
 - MT
 - DHi
 - DHa
 - PG
 - JH
 - JB
 - GM
 - PD (Secretary)
- Purpose of the Group:
 - to agree and oversee the implementation of political and communication strategy for the short and medium term

Issue to Resolve (1)

- involvement of GB, IM, JP, DA, HA, DT

Proposal

- GB: weekly TB/GB bilateral; CoS to chair fortnightly session with No10/HMT teams (plus DA)
- JP: weekly TB/JP bilateral; SM/JH to meet counterparts monthly
- HA: attends PM Political Strategy Group meeting each week
- monthly meeting of PM with GB + 1, JP + 1, IM, DA, HA. PD sits in as note-taker
- weekly meeting with IM, DT and HA

x ad hoc

✓

✓

?

+ DA JP ✓
 JOP | PMcl | SM | PD

Issue to Resolve (2)

- How does the communication strategy proposed by the Political Strategy Team relate to the Government-wide communications strategy that Phillis proposes should be put together and overseen by the new Cabinet Office Permanent Secretary?

Chief of Staff

Responsibilities

- Line management authority for all unit heads
- Bring coherence at a working level across all No10 operations
- Working with the Political Strategy team, bring political coherence to No10's operations
- Take strategic responsibility for the Prime Minister's diary
- Delegate to the PPS responsibility for troubleshooting on most major issues

Tasks

- Chair a morning unit heads meeting at 0800 on Tuesday, Wednesday and Thursday each week; and chair a pre-meeting for Prime Minister's office meeting each Monday morning.
- Establish cross-No10 teams to handle a rolling programme of the most important 5-10 current or pending issues and then ensure that regular progress chasing meetings take place.
- Chair regular meeting with Chancellor's key advisers, bringing together policy, press and political teams.
- Establish a light-touch performance management regime for No10 SPADs to give them proper objectives and feedback.
- Chair stocktake meetings with departments in Prime Minister's absence, supported by No10 and Cabinet Office unit heads as appropriate.
- Chair the weekly diary/grid meetings.

Issues

- Should the Chief of Staff have a deputy? Proposal: PD should act as the CoS's note-taker etc, but no need for a "senior" deputy ✓
- Do we need a Head of Business Management to harmonise processes at the centre? Proposal: no need for separate and additional figure. CoS, PPS and PD can play this role. ✓
- Should Chief of Staff lead on Northern Ireland? Proposal: probably impossible.
- Should Chief of Staff be responsible for reshuffle planning (see slide 5)

Job / P.M.F.

keep to Job.

Reshuffle Planning

- Need to adopt a much more professional approach to future reshuffles
- Should start identifying now:
 - the 10-15 most promising younger "Blairite" MPs who could join the Government in the next reshuffle
 - the 10-15 existing Ministers who we want to retire
- For each potential retiree we need a "plan" for softening them up well in advance and for how they might best be deployed post-reshuffle

Cabinet friends of those being targeted should be deployed to start preparing the way.

Initial List of Chief of Staff Issues

- The proposal is that at any point in time the Chief of Staff should ensure that integrated No 10 political/policy/communications teams are in place to handle the 5-10 most critical up and coming issues
- An initial list might include:
 - Hutton
 - Rebuilding trust
 - Iraq's WMD
 - Top up fees
 - Schools funding
 - Next reshuffle planning
 - Conference speech
 - Euro – PBR strategy
 - Queen's Speech
 - Asylum numbers
- Some of these teams the CoS might lead himself, others might be led by the PPS, the Foreign Policy Adviser, the Head of Political Strategy or someone else designated by the PM or the CoS
- A dedicated IT shared group should be set up for each virtual team

No10 Working Style

- All internal meetings to be formal, with agendas and records taken of agreed action points
- Meetings involving the Prime Minister should take place in the Cabinet Room or the Study, except informal tete a tetes or bilaterals
- Prime Minister to be given a clear steering brief before each Ministerial meeting with proposed conclusions
- Prime Minister to have proper briefing meetings before each key meeting
- Prime Minister to go through outstanding box papers each day, with time set aside in the diary to allow this
- All Prime Minister phone calls and meetings with Ministers to be recorded with conclusions disseminated to all those with a need to know
- More disciplined approach to No 10 staffers' attendance at PM Ministerial meetings
- More gaps in the diary to allow better time-keeping and fewer meetings cancelled at short notice, particularly meetings involving Cabinet colleagues

Issues to Consider

Should the No10 Board continue to meet?