

Nagoya so if it means leaving Hankyu earlier and not doing pics at Osaka station then we're fine with this.

To your questions:

- Yes we are organising vehicles for the Monday evening to be on hand for collecting the Mayor and [REDACTED] (his PS) from airport and to remain with us for the evening.

- Assuming everyone comes (and I think they would like to) we will be 9 ppl from GLA and L&P, with another 5 media. 14 ppl altogether. Do you need names? If we need to reduce on our side pls indicate, we can consider.

- The same 14 ppl will be with us at Hankyu. Thinking aloud, I assume 1 of us will need to stay with luggage and be with someone from Embassy side to make sure the luggage gets to Shin Osaka. This is fine.

Looking fwd to seeing your thoughts on luggage mgmt when they've been sense - checked.

For completeness, pls see other questions / details that we think need to be answered to help with logistical planning. Sorry if this seems too detailed but it's useful to get the detail into people's heads before the day.

- Walkabout: do media need to get there in advance to set up?

- Briefing at hotel: we are checking what type of room has been provided to the Mayor and if it could be done there.

- How long take to get to Hankyu and what is best mode of travel? Walking is fine if quickest / easiest.

- Should we be leaving Hankyu earlier than 1030 to make sure we get the 1103 train?

- Will we need to buy subway tickets in advance? If yes can we do this through you folks?

- Will Osaka subway help with getting our gang through quickly? Opening gates, making sure we're on the correct train.

- Correct to assume 1-2 of you guys will be on hand to 'shepherd'?

Many thanks in advance for all your support / guidance, really appreciate it and sorry for it's too onerous!

[REDACTED]

**From: British Consulate General Osaka**

**Sent: 29 September 2015 09:35**

**To: London Mayor's Office**

**Subject: Mayor's visit: Hankyu**

Hello [REDACTED],

Thank you very much for your quick response and answers. I now have a clearer picture.

It is good to know that you and the press team inc UK media will arrive in Osaka on Monday afternoon, leaving most of your luggage in Tokyo, which makes things a lot easier.

Regarding your question about Hankyu, yes, Hankyu is open on the Monday. I expect there will be even more shoppers in the store on the day being a public holiday. Unfortunately, there is no English-speaking person in the press team or in the team responsible for running the British fair, therefore I will be a liaison between your team and the Hankyu press team (and the UK accompanying press direct their requests to you, not individually to me) to agree/arrange with Hankyu a pre-visit checking and/or filming on the Monday and also for the main shooting on the Tuesday morning.

Since I will not be able to attend the call conference tomorrow I sent some questions to [REDACTED] regarding your request of shooting at the station. I asked her to clarify with you which station you are hoping to do a photo/video shooting. [REDACTED] now has confirmed that it is the Shinkansen and therefore at the Shin Osaka station, not the Osaka station, which is different. There are some issues to be sorted out so let us discuss when I come back in office next Monday. (I will be on leave from tomorrow) Bye for now.

[REDACTED]

**From:** [REDACTED] London Mayor's Office  
**Sent:** 25 September 2015 14:32  
**To:** [REDACTED]  
**Cc:** [REDACTED] British Embassy Tokyo  
**Subject:** Population figures for Tokyo and Osaka

Hi both,

I'm trying to finalise our itinerary release and keen to include some figures on population.

In briefing materials I have found so far I've read various figures ranging from 35 million for the wider urban area to 13 million, and for Osaka, a population of 18 million. It would also be useful to have a figures for Yokohama.

Please can you advise on accurate figures to use?

Many thanks,

[REDACTED]

[REDACTED]

**From:** [REDACTED] London Mayor's Office  
**Sent:** 29 September 2015 12:22  
**To:** [REDACTED] British Embassy Tokyo  
**Subject:** RE: Population figures for Tokyo and Osaka

Hi [REDACTED]

Sorry to chase you on this, but hoping you can help clarify which figures we should be using for population of Tokyo and Osaka please?

Thanks,  
[REDACTED]

[REDACTED]

**From:** London Mayor's Office  
**Sent:** 29 September 2015 12:24  
**To:** British Consulate Osaka  
**Subject:** FW: Population figures for Tokyo and Osaka

[REDACTED]—can you help with stats on Osaka pls.

Thanks

-----Original Message-----

**From:** [REDACTED] London Mayor's Office  
**Sent:** 14 September 2015 11:11  
**To:** British Embassy Tokyo; UKTI; Greater London Authority; London and Partners

[REDACTED]

**Subject:** Briefings - Japan visit

As mentioned last week, see attached a list of the Briefings required and which organisation/individual is to provide each one. A template and the latest version of the itinerary is also provided.

The absolute deadline is 2 October but we're keen to get content sooner than later, especially briefings that are 'off the shelf', to allow time for questions and refinement. Don't worry if the logistical information isn't complete before 2nd Oct, some of that will inevitably change in the last week.

GLA and L&P colleagues - please make sure that your content has been approved by the relevant Dep Mayor or Director at GLA/L&P before you send to me (we won't be getting briefings cleared). For example, [REDACTED] will be clearing briefings on life sciences.

Colleagues at Post - I reckon it's best I leave with you to determine which individual should be leading on each briefing.

Any questions should be directed to me.

Thanks very much in advance

[REDACTED]

**From:** London Mayor's Office  
**Sent:** 29 September 2015 13:20  
**To:** British Embassy Tokyo; UKTI; Greater London Authority; London and Partners  
**Subject:** Briefings – Japan visit

All - appreciate there is plenty of work already happening on Briefings. A reminder that we need them asap this week and leaving it to Friday is not great.

We need to provide the Mayor's PS a first look next Monday which means a HUGE amount of work for us to edit/turn things around if documents aren't in a good enough state. Pls remember brevity is key.

If any questions pls be in touch.

Thanks

[REDACTED]

**From:** [REDACTED] UKTI Tokyo  
**Sent:** Wednesday, September 30, 2015 11:11 AM  
**To:** [REDACTED] London Mayor's Office  
**Cc:** [REDACTED] > British Embassy Tokyo  
**Subject:** Briefing

[REDACTED]

Attached is the briefing I think we were responsible for so far. Thanks for the reminder and sorry to miss my target of yesterday to send. The excel sheet is the list of UK attendees at Hankyu. We can cut down the information but particularly on background, felt it might be better to keep bits in, rather than cull everything straight off – do let us know what kind of changes to make.

The Olympics brief attached is a draft but will be finalised over the next day or so, particularly including messaging.

To follow: a draft of the [REDACTED] brief – we're just trying to pin down the details. And some Q&A, particularly around difficult/live issues that he might face.

I'm also trying to get hold of our latest version of 'Japan in Numbers' – very broad overview of the country and including different facts and figures on economy etc – the version attached is from July but I think we have a more up to date one. Obviously you don't need to include it, but might be helpful for broad context setting.

[REDACTED]

[REDACTED]

**From: London Mayor's Office**  
**Sent: 30 September 2015 23:56**  
**To: UKTI Tokyo; British Embassy Tokyo**  
**Subject: Re: Briefing**

Many thanks [REDACTED], this is really helpful and plenty of info.

Noted that there will be updates to 1/2 docs and waiting on the Lola's brief.

Just to check:

- Has someone fed in info on Toyota and Mitsubishi (to UK / Ldn) to [REDACTED] at GLA?

- Will we get anything on Minister Endo mtg this wk? Format and attendees would be good so we can at least get our ppl sorted.

- On Tokyo 2020 will the existing brief include a summary of activity that Post / UKTI HQ has done (and successes / learnings) to advance UK plc? Or is that a different doc? I asked [REDACTED] from UKTI global sports team to give bullets on the two trade missions so far and not heard a peep... Wondering if this will come into the Olympics brief you've provided?

- Is there actual Q+A coming on the AIIB membership?  
If nothing it would be useful to have the form of words HMA uses when he gets asked about UK membership.

- Ditto UK membership of EU, what line does HMA use?

- Who is the Mayor meeting from Hankyu?

That's all I can think of right now, and I can imagine you've probably had enough of me.

Thank you again,  
[REDACTED]

**From:** [REDACTED] British Embassy Tokyo  
**Sent:** 28 September 2015 17:33  
**To:** [REDACTED] British Embassy Tokyo  
**Cc:** Tim Hitchens (Sensitive)  
**Subject:** FW: Itinerary for Mayor of London

[REDACTED]

Thanks very much for this.  
Please find attached. Tim will join the events which highlighted.

[REDACTED]

Thanks for booking train tickets. Tim is happy to take the train you suggested ( arrive Nagoya 1130ish) on 13 October then meet Mayor off Shinkansen.  
On the way from Nagoya to Tokyo, Tim is expecting to have a seat next to the Mayor as he should give briefing to the Mayor.

Many thanks!  
[REDACTED]

**From:** [REDACTED] British Embassy Tokyo  
**Sent:** Thursday, October 01, 2015 07:40 AM  
**To:** [REDACTED]-London Mayor's Office  
**Subject:** RE: Itinerary for Mayor of London - Tim accompanying

[REDACTED]

Attached is a highlighted version of what Tim has suggested he joins on the programme. [REDACTED]  
[REDACTED] I'm hoping [REDACTED] will also be staying on for the whole thing so hopefully as a double act they can get feedback on various points etc.

Tim could then rejoin you after Mitsubishi for the street rugby event and for the Minister Endo meeting.

Does that sound ok?

[REDACTED]

**From:** [REDACTED] London Mayor's Office  
**Sent:** 01 October 2015 16:08  
**To:** [REDACTED]  
**Subject:** Re: Itinerary for Mayor of London - Tim accompanying

Excellent - appreciate the feedback on Tim's plans. Attachment is missing or didn't come through?

Yup [REDACTED] and [REDACTED] will stay for fintech lunch and help manage from when Mayor has to dept. Sorry, I forgot to mention, I did flag your v fair observation about the choreography of lunch / Mayor leaving early to L&P colleagues. They say they've been in touch with [REDACTED]-and others at Post FDI team and look like they've got a good plan for dealing with timings. I hope to get their briefing today so will review accordingly.

Cheers

**From:** [REDACTED] British Embassy Tokyo  
**Sent:** 01 October 2015 08:19  
**To:** [REDACTED] London Mayor's Office  
**Subject:** RE: Itinerary for Mayor of London - Tim accompanying

Oh dear. That's my computer blocking attachments again. Hopefully it comes through this time.

[REDACTED]

**From:** London Mayor's Office  
**Sent:** 01 October 2015 08:32  
**To:** British Embassy Tokyo  
**Subject:** RE: Itinerary for Mayor of London - Tim accompanying

Brill – received – thank you.

We need to talk about logistics of cars for Tim / the Mayor (and similar things), plus a general catch up mid next week with you folks would be useful. Can I / you ask [REDACTED] to organise?

Cheers

[REDACTED]

**From:** London Mayor's Office  
**Sent:** 01 October 2015 14:49  
**To:** British Embassy Tokyo  
**Subject:** Japan video message transcription

Hi [REDACTED]

As promised I have sent the Mayor's video message to you via WeTransfer so I hope you will receive shortly.

We agreed this is to be issued on the morning of Monday 12<sup>th</sup> October via social media and we will do the same.

Please see a transcript of the message below.

Thanks,

[REDACTED]

TRANSCRIPT

**Konnichi-wa. Watashi no namae wa Boris Johnson, London shi-chou desu.** (Hi, I'm Boris Johnson, the mayor of London)

Hi folks, I'm Boris Johnson, I'm the mayor of London and I am much looking forward to leading a mission to Japan very shortly.

Obviously we are going to be promoting trade and cooperation between our two great metropolitan economies, London and Tokyo. We are also going to Osaka and Yokohama.

We're going to be talking about tech, about bio science, greater financial cooperation and of course retail sales as well.

But don't forget, we are currently hosing the Rugby World Cup and everybody is amazed and thrilled by the performance of the Japanese team. You've got loads and loads of new fans here in the UK of Japanese rugby and Japan.

We also want to discuss your forthcoming Rugby World Cup in four years' time and of course your Olympics in 2020.

A lot to talk about and a lot to share.

Much looking forward to seeing you.

**Tanoshimini shiteimasu** (Looking forward to it)

[REDACTED]

**From:** [REDACTED] British Embassy Tokyo

**Sent:** 01 October 2015 10:45

**To:** [REDACTED] London Mayor's Office

**Cc:** [REDACTED] British Embassy

Tokyo; British Consulate General Osaka

**Subject:** RE: Population figures for Tokyo and Osaka

[REDACTED]

#### POPULATION NUMBERS

With thanks to [REDACTED], here are the population numbers we recommend you use. These are sourced from latest data published in Japanese by the local government offices and consistent with what the embassy would use:

Tokyo metropolitan: 13.48 million

Yokohama City: 3.72 million

Osaka City: 2.69 million



[REDACTED]

**From:** [REDACTED] British Embassy Tokyo  
**Sent:** 02 October 2015 07:42  
**To:** [REDACTED] London Mayor's Office  
**Cc:** [REDACTED] British Embassy  
Tokyo; London Mayor's Office; British Consulate Osaka  
**Subject:** RE: Population figures for Tokyo and Osaka

[REDACTED]

Received the op note and video message with thanks. We are reviewing what we most need to have in Japanese for local press, which will require translation.

We're also making (slow!) progress on JR filming permissions. The requests have been made and we're hoping for positive news on Monday.

Regarding the walkabout schedule, I should have added that a group of us from the embassy will be doing a recce on Monday afternoon, including a visit to the temporary bike port location and inside Lola's, who are being very supportive and are even preparing a special Lola's chef uniform for the mayor.

We should be on track therefore to pull outstanding information before our next call on Wed.

[REDACTED]

**From:** [REDACTED] London Mayor's Office  
**Sent:** 02 October 2015 16:28  
**To:** [REDACTED] **British Embassy Tokyo; London Mayor's Office**  
**Cc:** [REDACTED] British Embassy Tokyo; London Mayor's Office;  
British Consulate General Osaka  
**Subject:** RE: Population figures for Tokyo and Osaka

Thanks very much [REDACTED], all sounds good. Re: Lola's – do you know exactly what they mean by a 'uniform'?

Best  
[REDACTED]

[REDACTED]

**From:** [REDACTED] British Embassy Tokyo  
**Sent:** 02 October 2015 08:36  
**To:** [REDACTED] London Mayor's Office  
**Cc:** [REDACTED] British Embassy  
**Tokyo; London Mayor's Office; British Consulate General Osaka**  
**Subject:** RE: Population figures for Tokyo and Osaka

I believe it's a white chef's jacket. We will check on Monday to ensure appropriate and report back..

[REDACTED]

**From:** London Mayor's Office  
**Sent:** 02 October 2015 08:55  
**To:** BE Tokyo; BCG Osaka  
**Subject:** RE: Population figures for Tokyo and Osaka

[REDACTED], for the op note, BCCJ have added a contact email address (below) for the speech event. We are still waiting for a response from TMG.

Thanks

[REDACTED]

17.30 – 18.30

**ANA Intercontinental Hotel**

**1-12-33 Akasaka Minato-Ku, Tokyo, 107-0052**

The Mayor will give a keynote speech to the British and American Chambers of Commerce in Japan about the benefits of hosting major sporting events, following London's successful Olympic & Paralympic Games in 2012.

**Media wishing to attend should contact the British Chamber of Commerce in Japan:**  
[info@bccjapan.com](mailto:info@bccjapan.com)

[REDACTED]

**From:** [REDACTED] British Embassy Tokyo  
**Sent:** 02 October 2015 09:08  
**To:** [REDACTED] London Mayor's Office  
**Cc:** [REDACTED] British Embassy Tokyo  
**Subject:** Minister Endo

[REDACTED]

Event brief for the meeting with Minister Endo attached. Will need some further work but this has all the main points.

[REDACTED]

[REDACTED]

I've asked Endo's office who else will be attending, shall need to add that in next week. I'm also in touch with Tokyo 2020 so shall come back on that asap.

Thanks,

[REDACTED]

**From: London Mayor's Office**  
**Sent: 02 October 2015 09:21**  
**To: British Embassy Tokyo**  
**Subject: RE: Minister Endo**

Hello [REDACTED]  
Thanks for update. Let me check with Private Office about Mayor and HO Minister joining up.

[REDACTED]

Other mtgs, no probs and understand it will be last minute. Only so I can update Private Office before the weekend, pls could you send an update on Abe and Mori before you leave the office today.

Thanks.

[REDACTED]

**From: London Mayor's Office**  
**Sent: 05 October 2015 18:14**  
**To: British Embassy Tokyo**

Hi [REDACTED]

Please can you review the attached and let me know if there are any other details I could have requested from the airline.

Many thanks

Best

[REDACTED]

**Airport VIP Access in London and Japan**

**To: [REDACTED], Principle Private Secretary to the Mayor of London**

## **Sunday 11 October**

### Heathrow Airport Terminal 2

Check-in: 5th Floor Zone D ANA First class check-in counter - opens from 16:35 to 18:35

- You will have been checked in by the travel agency when online check in opens.
- Staff will print out your boarding passes and VIP tag your baggage at the desk.

↓

Security: Fast Track Lane

↓

Lounge: United Airlines Business Class Lounge

↓

ANA(NH)212 Boarding starts from 19:05, Scheduled departure time: 19:35

## **Monday 12 October**

### Haneda Airport International Terminal

Scheduled arrival time: 15:15 on 12 Oct – ANA local staff will meet you at the Gate to escort you through immigration and baggage collection

↓

Immigration – you will be expected to line up for immigration but biometric data collection will be exempted (you will get off the plane first, so queuing will be relatively minimum)

↓

Baggage Hall

↓

Arrival Hall – ANA staff to hand you over to JAL staff at JAL Domestic Connection Counter

↓

JAL Check-in – print out boarding passes and check in baggage

↓

Security (staff will take you to the Lounge if time permits, otherwise straight to boarding)

↓

JL131 departs at 17:30

### Osaka Itami Airport

Scheduled arrival time: 18:35. JAL staff to escort you from Gate.

↓

Baggage Hall

↓

Arrival Hall - the team will wait for you

Contact: [REDACTED]

## **Friday 16 October**

Haneda Airport International Terminal

\*Online check in to be actioned the day before

Check-in: First class BA check-in counter. To indicate on the day if prefer pre-boarding or last boarding.

BA staff to escort team from counter to Lounge, Lounge to Gate

Scheduled arrival time: 08:50

Contact: [REDACTED], Airport Manager Japan, [REDACTED]

**From:** [REDACTED] British Embassy Tokyo

**Sent:** 06 October 2015 07:47

**To:** [REDACTED] London Mayor's Office

**Subject:** v quick question

Hi [REDACTED]

Shall update on [REDACTED] shortly.

Quick question – TMG are asking to see entire programme. How much are you happy to share? I could give them the headlines of Wed and Thurs, not sure they need to see more than that.

Thanks,

[REDACTED]

**From:** [REDACTED] London Mayor's Office

**Sent:** 06 October 2015 15:50

**To:** [REDACTED] British Embassy Tokyo

**Subject:** RE: v quick question

Hi – no probs as I've given to their International team previously, latest version attached. Pls share but strip out the notes section and anything else you think they don't need.  
Is this in relation to [REDACTED] mtgs?

[REDACTED]

**From:** [REDACTED] British Embassy Tokyo

**Sent:** 06 October 2015 07:55

**To:** [REDACTED] London Mayor's Office

**Subject:** RE: v quick question

Great, thanks. I'm not totally sure, but they mentioned being interested in the Fintech event, which might in turn link to...

...TMG have just come back offering a meeting with Mori (involving both the Mayor and [REDACTED]) on 15 Oct, 11-1130. Looking at the itinerary, we'll need to request a bit earlier, so he can get to the Embassy to open the Fintech event at 1130.

On [REDACTED], I'm finding out more about what the British Council can do on a culture symposium. And trying to pin down two other calls with sporting bodies.

[REDACTED]

**From:** [REDACTED] London Mayor's Office  
**Sent:** 06 October 2015 16:08  
**To:** [REDACTED] British Embassy Tokyo  
**Cc:** [REDACTED] London Mayor's Office  
**Subject:** Mori - President, TOCOG

Excellent – sounds like it is coming together. Good news on the Mori mtg. Happy to take your lead on travel times from Mori mtg to embassy.

[REDACTED]

[REDACTED] – to note the update from [REDACTED] below. Yoshiro Mori is President of TOCOG (similar role to Seb) <http://tokyo2020.jp/en/organising-committee/officers/index.html>

[REDACTED]

Thanks again

[REDACTED]

**From:** [REDACTED] British Embassy Tokyo  
**Sent:** 06 October 2015 09:56  
**To:** [REDACTED] London Mayor's Office  
**Cc:** [REDACTED] London Mayor's Office; British Embassy Tokyo  
**Subject:** RE: Mori - President, TOCOG

[REDACTED]

Mori's office saying he can't meet any earlier than 11 on Thursday 15 October. Is there any flex at all at the other end? It's a 10-15 min drive between his office and the Embassy. [REDACTED]

[REDACTED]

[REDACTED] – on media, I'll speak to Endo's office.

Thanks both,

[REDACTED]

**From:** London Mayor's Office  
**Sent:** 06 October 2015 10:32  
**To:** British Embassy Tokyo  
**Cc:** London Mayor's Office; British Embassy Tokyo

**Subject: RE: Mori – President, TOCOG**

Thanks for the update [REDACTED] appreciate your efforts. This is a challenge as both the Mayor and the Ambassador (as moderator) are meant to be doing Q&A with [REDACTED] at L&P's Fintech event from 1130 – invites have gone out, media coming, etc etc.

Options

- Could Mr Mori do anything late afternoon Thursday? Either immediately before or after or during the BCCJ reception? This is our preferred option as [REDACTED] and I both concerned that by the end of the week the PM's office may have similar implications for the itinerary.
- How does Tim think it would be if they both got to the L&P event late?
- In tandem I will speak to L&P about the implications of all of this for their event and what capacity there is to flex things (if any). Hope you can bear with us.

[REDACTED]

Thank you again  
[REDACTED]

**From:** [REDACTED] London Mayor's Office  
**Sent:** Wednesday, October 07, 2015 3:34 AM  
**To:** [REDACTED] British Embassy  
Tokyo; London and Partners  
**Cc:** [REDACTED] **British Embassy Tokyo; London and Partners**  
**Subject:** Mayor's calls on Toyota and Mitsubishi

Dear [REDACTED]

I hope you can forgive a catch-all email. I've been reviewing briefings and logistics for the Mayor's calls on Toyota and Mitsubishi Motors. Whilst the calls are focussed on alternative fuel tech, I don't want to lose sight of the FDI aspect and wanted to check a few things:

- To the best of your knowledge, should the Mayor still pitch London/UK as a EHQ for both companies? Similar for design work and other business lines?

- [REDACTED]
- [REDACTED] you previously mentioned some discussions with BIS on Toyota when you were recently in London, is there anything to feedback?

[REDACTED] per our call yesterday, please see attached the list of people coming to Osaka and Nagoya, and those who specifically will be in the mtg with Toyota. Does this help? Biogs for the mayor and [REDACTED] are attached too.

Thanks all very much  
[REDACTED]

[REDACTED]