

CHOOSING THE SETTING

Taking the summit or conference out of the capital provides the host government with opportunities to expose international visitors to different and diverse regions of the country, to invite other levels of government to join in the hosting effort, and to increase local awareness of the outside world and the country's interests internationally. This should be done with the knowledge that, among other things, this will occasion higher costs and the need to spend time attending to relationships with local levels of government.

When considering summit locations, it is important to visit potential sites and view facilities directly, and to make provisional bookings well in advance for meeting and hotel space. Summit organizers should also assure themselves ahead of time that any funding and staffing ceilings will be adequate for the different locations.

To ensure fullest cooperation and financial assistance, the best time to negotiate with the other levels of government on what they could contribute to the summit is before a final choice is made. Seeking contributions from regional governments engages them as partners in the hosting effort and achieves economies. Sustained international media attention during a summit can have positive long term benefits and this should be pointed out during the negotiations. (They might be offered the opportunity to contribute a complementary media food facility, such as was provided at the **Economic Summit** in June 1988 by both the city of Toronto and the Province of Ontario.) Although costs will be higher, the broader benefits to the country and the sharing of expenses can more than compensate for the decision to hold a summit outside the capital.

Involving Other Levels of Government:

Involving other jurisdictions inevitably increases the coordination effort required. It creates a whole new set of stresses not present when one controls all aspects of the organization. Some integration of other government officials into the summit planning sessions can help avoid inter-jurisdictional tensions. A Coordinating Committee could be formed, chaired by the Executive Director of the **Organizing Task Force**, and attended by representatives from the other jurisdictions.

If the other participating levels of government have never before been involved in the organization of a major summit, they will have no idea of the magnitude of the logistical arrangements. They will also probably need to be acquainted with the