

ANNUAL MEETING OF AIRPORT CONSULTATIVE COMMITTEES

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To be hosted by
HEATHROW AIRPORT
on
WEDNESDAY 11TH and THURSDAY 12TH JUNE 2008
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PROGRAMME

Wednesday 11th June 2008

ARRIVAL OF DELEGATES

12:00 onwards: For delegates arriving by air (Heathrow):

Delegates and partners arrive at Heathrow Airport and will make their own arrangements to transfer to Runnymede Hotel, Egham, Surrey by taxi.

For delegates arriving by train (Egham Station):

Delegates and partners arrive at Egham Station and will make their own arrangements to transfer to the Runnymede Hotel by taxi.

For delegates travelling direct to the hotel:

Car parking is available at the hotel.

Check in at:
Runnymede Hotel and Spa
Windsor Road,
Egham,
Surrey, TW20 0AG

Collect welcome packs in the hotel reception lobby.
Rooms may not be available until 14:00 - if necessary please leave luggage with the concierge.

12:00 -13:00 Light lunch, Magna Carta Suite, Runnymede Hotel

AFTERNOON PRESENTATION & TOUR OF AIRPORT

12:45 Delegates convene in Hotel reception for T5 Tour

13:00 Coach leaves Runnymede Hotel

13:30 Welcome and update on Heathrow and T5 by Terry Morgan,
Acting Managing Director
Venue - The Academy, followed by a tour of T5

*The Spa facilities at the hotel are available for partners to use.
(Treatments need to be pre-booked and paid for separately)*

- 16:30 Return to Runnymede Hotel
- 16:30 – 17:30 Afternoon tea and pastries will be served in the Magna Carta Suite for partners and delegates

EVENING RECEPTION AND DINNER

- 19:30-20:00 Drinks reception on the terrace of the Magna Carta Suite
- 20:00-23:00 Dinner in the Magna Carta Suite
(Dress: lounge suits)
- Guest Speaker** – Mr. Colin Matthews, Chief Executive, BAA Ltd.

Thursday 12th June, 2008

- 07:00-08:30 Breakfast in Leftbank Restaurant
- 09:00 Delegates and partners to check out, luggage to be stored in allocated room

BUSINESS MEETING

- 09:15 **Business meeting**
Venue: Runnymede Hotel
(See agenda)
- 10:45 Tea/coffee, pastries
- 13:00 -1330 Buffet lunch in Magna Carta Suite
- 15:00-1530 Conference ends

PARTNERS' VISIT TO WINDSOR

- 0930 Coach departs
- 10:00 Visit to Windsor Castle and some free time for shopping
Lunch provided in the Harte and Garter Hotel
- 14:00 Coach returns to the Runnymede Hotel