

# ANNUAL MEETING OF AIRPORT CONSULTATIVE COMMITTEES

Hosted by

**BAA ABERDEEN AIRPORT**

on

**WEDNESDAY 8 and THURSDAY 9 JUNE 2011**

## **PROGRAMME**

Wednesday 8 June

### **ARRIVAL OF DELEGATES**

(see attached information sheet for more details)

09:00 onwards: For delegates arriving by air at Aberdeen Airport

Upon arrival at Aberdeen Airport please report to Margaret Smart at the “meet and greet” desk that will be set up for our event in the terminal building, close to the domestic arrivals doors (close to W H Smith’s, landside). Margaret will be at the desk from 0900 until approximately 1215 and will coordinate arrivals and show people the way to the pre-booked taxi office for transfer to the Mercure Aberdeen Ardoe House Hotel and Spa.

For delegates arriving by rail

Delegates and partners are asked to make their own arrangements to transfer to the Mercure Aberdeen Ardoe House Hotel. There are two options for delegates travelling from the south by train – Stonehaven Station or Aberdeen Station. Taxis from Stonehaven to the Hotel should be pre-booked: A&I Taxis (01569 764333) are reliable, track train arrival times and will meet northbound services next to the platform. Taxis at Aberdeen are available from the taxi rank at the far end of the concourse.

For delegates arriving by car

Directions are given in the attached information sheet.

### **CHECK IN AT MERCURE ABERDEEN ARDOE HOUSE HOTEL AND SPA:**

(Website: <http://www.mercure.com/gb/hotel-6626-mercure-aberdeen-ardoe-house-hotel-and-spa/index.shtml>)

Rooms may not be available until 14:00. However, the Hotel will do its best to prioritise rooms for allocation on arrival.

Collect welcome packs from the registration desk, which will be staffed by Peter Smart (Chairman) and Alison Sharp (Secretary, Aberdeen Committee). The Reception Desk will be located in or near reception.

## **AFTERNOON PRESENTATIONS**

- From 12:30 A sandwich lunch will be available for delegates and partners in the Elliott Suite (ground floor of Hotel, beyond reception).
- 13:30 Welcome by Derek Provan, Managing Director, Aberdeen Airport Limited and Peter Smart, Chairman of Aberdeen Airport Consultative Committee – Elliott Suite.
- 13:50 Depart for afternoon programme, to be hosted by Bristow's helicopters, Bristow, European Operations. Transport will be provided to the heliport (see attached information sheet for more details).

### **Partners Optional Visit**

- 13:50 Guided tour by the Lord Provost of Aberdeen of the Town House (see attached information sheet for more details).

## **EVENING RECEPTION AND DINNER**

Venue: Elliott and Ogston Suites, Ardoe House Hotel

Dress: Lounge Suit/Kilt/Cocktail Dress

- 18:30 Evening Programme commences – see welcome pack for more details
- 19:00-19:30 Informal drinks reception - to be hosted in the Elliott Room (and on the adjoining terrace if weather is fine)
- 19:30 Dinner – Ogston Suite (adjacent to Elliott Suite)  
Guest Speaker – Mr Chris Holliday, Chief Operating Officer, Eastern Airways

### **Thursday 9 June, 2011**

- 07:00-08:30 Breakfast – served in the Craigievar Suite (follow signs to Craigievar and Crathes Suites from upper bedroom floor).
- 08:45 Delegates and partners to check out, luggage to be stored with the Hotel Concierge.

## **BUSINESS MEETING**

- 09.00 **Business meeting**  
Venue: Crathes Suite
- 10:30 Tea/coffee and biscuits
- 12:30 –13.00 Buffet lunch – Crathes Suite
- 14.00 Conference ends  
Tea/coffee and biscuits
- Transfer to Aberdeen Airport or railway station.(N.B. Arrangements can be made with the taxi franchisee to transfer delegates via a small

number of minibus taxis to the airport and station as required, at delegates' own account).

## **PARTNERS' VISIT**

09.00

An optional tour for partners have been arranged, to include a stop at the Bridge of Feugh Salmon Leap, Banchory (let's hope for plenty of salmon heading upstream, and a fair amount of water coming downstream, for a truly magical sight!) and a visit to Crathes Castle.

Please note: if you are a member of either the National Trust or the National Trust for Scotland, please bring your membership card with you to gain free entry to Crathes Castle.

14.00 latest

Arrival back at the Hotel.

## **TRAVEL AND ARRIVAL ARRANGEMENTS**

### **Travelling by air?**

Aberdeen is well connected by air. It is served by BA from Heathrow; by bmi from Heathrow, Manchester and Norwich; by Eastern Airways from Bristol, Cardiff, Durham Teesside, East Midlands, Humberside, Leeds Bradford, Liverpool, Newcastle, Norwich and Southampton; by easyJet from Gatwick and Luton; and by Flybe from Belfast, Birmingham, Gatwick and Manchester. Most services fly at least two or three times daily but one or two (such as Belfast) may not offer a daily direct service.

The hotel is about 25 minutes by taxi from the airport. Arrangements can be made with the taxi franchisee to consolidate groups of passengers arriving on the same flight or at more or less the same time to share minibus taxis, and share the cost.

Please look out for Margaret Smart, who will have a *meet and greet* desk in the terminal building, close to the domestic arrivals doors (close to W H Smith's, landside), who will coordinate arrivals and show the way to the pre-booked taxi office.

### **Travelling by rail?**

Stonehaven (the last station before Aberdeen from the South) is served by all East Coast main line trains and by most Scotrail services from Edinburgh and Glasgow. It is a few minutes further from the hotel than Aberdeen station, but it saves the last 20 minutes on the train and coming back out of town from the main station. Taxis from Stonehaven should be pre-booked. A&I taxis are reliable – telephone 01569 764333.

Aberdeen station is served by all services from the south and from the north. A taxi from the station will take about 15 minutes and the taxi rank is within the station building.

### **Travelling by car?**

From the south, take the A90 as far as the Bridge of Dee (into the 40 limit on entry to the city, stay in inside lane), and take the first exit off the first roundabout, signposted 'B9077 Maryculter'. Follow this road for about 3 miles, and the hotel is clearly signposted on the left, shortly after the Aspire golf range on the right. Extensive car parking is available at the Hotel.

If you are driving, watch the speed cameras! There are 12 each way between Dundee and Aberdeen, including one in the 40 limit as you approach the city.

## **VISIT TO BRISTOW'S HELICOPTERS, BRISTOW EUROPEAN OPERATIONS**

### **For delegates only – departs from Ardoe House Hotel at 13:50**

#### **Please remember to bring your passport**

The visit will include an introduction to the vital role that the helicopter plays in the safe operation of the off-shore energy business, transferring staff and essential supplies to, from and between rigs. There will then be a visit to the operating base, where members will be able to see the landside end of the operation and get up close to some of the helicopters in the hangar.

As this part of the programme will involve a visit airside, please ensure that you bring your passport with you, for the issue of airside passes. Ideally, please let Stuart have a note of your full name as it appears on the passport and your passport number in advance of the meeting, to facilitate the smooth issue of passes.

There will be some walking on the base. Please let Stuart know if you need any special assistance in advance of the meeting.

## **PARTNERS' OPTIONAL PROGRAMME**

### **Wednesday 8 June**

Two options are proposed for partners for this afternoon.

First, the Lord Provost of Aberdeen (equivalent to the Lord Mayor of an English city) has kindly agreed to provide a guided tour of the impressive Town House, built between 1867 and 1873, which has a number of particularly beautiful rooms. The tour, including tea, will take about 1½ hours. **Departure from the hotel will be 14:00, to ensure that partners are at the Town House by 14.30. It will be necessary to share the costs of transport from the hotel to the Town House.**

Alternatively, partners may wish to use the hotel's extensive leisure facilities (see hotel website for information), or simply rest or walk around the grounds. The spa facilities are regularly booked so partners who wish to use them are recommended to make an advance booking.

### **Thursday 9 June**

An optional tour for partners has been arranged, to include a stop at the Bridge of Feugh Salmon Leap, Banchory (let's hope for plenty of salmon heading upstream, and a fair amount of water coming downstream, for a truly magical sight!) and a visit to Crathes Castle, one of the gems of the National Trust for Scotland, with its fairy-tale like turrets, gargoyles of fantastic design and the ancient Horn of Leys given in 1323 by Robert the Bruce.

**Please note: if you are a member of either the National Trust or the National Trust for Scotland, please bring your membership card with you to gain free entry to Crathes Castle.** The Castle has open visiting, with guides posted in every room to answer questions. The Castle also has a beautiful walled garden which should be in full bloom in June and an ancient topiaried yew hedge.

There will be time for a coffee and comfort stop on arrival at the Castle and arrangements have been made for a sandwich and soup lunch at the Mains of Drum Garden Centre and Restaurant on the way back to the Hotel (at partners' own cost).

Please wear comfortable shoes. The Salmon Leap is a few minutes' walk from where the coach is able to park, and the visit to the Castle (which is *ancient high rise*, of five storeys plus dungeon) includes some spiral stairs. The views from the top are worth the climb!