



Q2006 – European Conference on Quality in Survey Statistics

Joining Instructions

24 – 26 April 2006

City Hall, Cardiff, South Wales.

Hosted by the Office for National Statistics, UK and Eurostat.

Thank you for registering to attend the Q2006 conference. These are your joining instructions – they will provide you with all the information you need to know before and during the event.

If you have any questions or if you need any additional information then please contact us:

Email: q2006@ons.gov.uk

Tel: +44 (0) 01633 812774

Web: www.statistics.gov.uk/q2006

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Cardiff

Getting to Cardiff

For information on how to get to Cardiff by air, road and rail please visit the Location page on our website:

<http://www.statistics.gov.uk/events/q2006/locations.asp>

Getting to Cardiff from Cardiff International Airport

By Taxi

Taxis are available on arrival, or can be booked in advance by contacting one of the companies below. A single fare costs approximately £23.00.

Dragon Taxis +44 (0) 29 2033 3333

Checker Cars + 44(0) 1446 711747

By Train

A rail link connects Cardiff International Airport to Cardiff Central train station. Tickets are available onboard the trains, and at Cardiff Central train station on your return journey. Tickets cost approximately £4.20 (single fare).

By Bus

Cardiff Bus 'Airbus Xpress' service X91 operates direct between Cardiff City Centre (including Central Station) and the airport. Buses run every 30 mins Monday to Friday, and hourly on Saturday/Sunday. An adult fare costs £4.00 (single) or £7.00 (return) and a child fare costs £3.00 (single) or £5.00 (return). For full details and timings, please call Traveline on +44 (0) 870 608 2608.

When travelling by train or bus you should alight at Cardiff Central train and bus station.

Accommodation

If you haven't already booked your accommodation then you may wish to try one of the following hotels where other Q2006 delegates are staying.

Angel Hotel	+44 (0) 29 2064 9200
Big Sleep	+44 (0) 29 2063 6363
Cardiff, Marriott	+44 (0) 870 400 7290
Hilton, Cardiff	+44 (0) 29 2064 6300
Holiday Inn, City Centre	+44 (0) 870 400 8140
Holland House	+44 (0) 870 122 0020
Jurys	+44 (0) 292 034 1441
Park Plaza Hotel	+44 (0) 292 011 1111
Royal Hotel	+44 (0) 870 161 0807
Thistle Hotel	+44 (0) 870 333 9157

All of these hotels are located within walking distance of the conference venue.

Banks and cash machines

Banks are normally open 09:30 – 17:00. Most banks in Cardiff have a bureau de change and there are cash machines outside. All cash machines take non-UK issued Visa and Mastercard, and some take Cirrus. American Express machines are also available in or near branches.

Shopping

Cardiff has a wide variety of shops easily accessed from the conference venue and hotels.

Transport

We would recommend that you walk or take a taxi to the conference venue from your hotel. Taxi ranks are located throughout the City including outside Cardiff Central rail station.

The Conference

Arriving at City Hall

The full address of the conference venue is:

City Hall, Cathays Park, Cardiff, South Wales CF10 3ND.

Tel: +44 (0) 29 2087 1727

Fax: +44 (0) 29 2087 1734

Email: cityhall@cardiff.gov.uk

If you are arriving by taxi then please ask to be taken to City Hall, main entrance.

The nearest car park to the venue is at Castle Mews on the A470.

Further parking can be found throughout the City Centre.

Please visit <http://www.streetmap.co.uk> and enter Cardiff to view a map of the City Centre.

Registration and Help Desk

When you arrive at City Hall please proceed through the main entrance where you will be directed to Registration.

Registration opens at 8.00 on Monday 24 April and will be located with the Help Desk in the Lower Hall. Once you have registered you will receive your conference bag and badge. Please ensure that you wear your badge throughout the conference, you will need it to gain entry to the conference rooms and the opening reception.

The Help Desk is located in the Lower Hall and will remain open for the duration of the conference.

Cloakroom and Luggage Store

Limited storage will be available at City Hall, please enquire at the Help Desk.

In an emergency

If there is an emergency in City Hall the fire alarm will sound and Q2006 helpers will guide you from the building.

If for any reason you need to leave the conference please let one of the helpers know so that we can account for you in an emergency.

A qualified first-aider will be on site for the duration of the conference, please go to the Help Desk and we will locate them for you if necessary. In an emergency outside of conference hours please contact Jan Tasker on 07770 494831.

If you require any items from a pharmacy then please ask at the Help Desk for directions and information.

Helpers

All Q2006 helpers will be wearing these badges -> If you require any assistance please ask one of the helpers or go to the Help Desk.



Internet access

Internet access will be available for delegates throughout the conference. Details can be found at the Help Desk.

Refreshments

All refreshments will be served in the Lower Hall. Water will be available in the conference rooms throughout the day.

Please ensure that you have registered any special dietary requirements before the conference. You can do this by emailing q2006@ons.gov.uk

Smoking Policy

Delegates who wish to smoke will need to do so outside the City Hall building.

Dress code

The dress code for the conference and evening events is smart casual.

Social Programme



Evening Reception

Monday 24 April
19:00 – 21:00
Marble Hall, City Hall

Delegates and guests are invited to join us for drinks and canapés. An address will be given by Rhodri Morgan, First Minister for Wales. A former civil servant educated at Harvard and Oxford, Rhodri Morgan has been First Minister of the National Assembly for Wales since 2000.



Conference Dinner

Tuesday 25 April
19:30 – 23:30
Holland House Hotel

The Conference Dinner will be an opportunity for you to get to know your fellow delegates socially and catch up with old friends. You will be entertained throughout your three-course meal by our group

Buteiful Nights, which includes members of the Welsh College of Music and Drama. You will hear traditional Welsh songs as well as popular tunes from the shows, and there may be some audience participation!

There are still places available for the dinner, to book email q2006@ons.gov.uk or register on your day of arrival.



Cardiff Tour

Wednesday 26 April

18:30

Our Cardiff tour will take in some of the highlights of the City including Cardiff Castle and the Millennium Stadium. You will be taken to Cardiff Bay where you can see the newest landmarks; the Welsh Assembly building and Wales Millennium Centre. You can choose to leave the coach at the Bay, where you will find many good restaurants and bars, or return to City Hall.

Useful Numbers

Q2006 Support team:

Caroline Lewis	07769 606164
Jan Tasker	07770 494831
Louise Davies	07887 958469

Airports:

Bristol Airport	+44 (0) 1275 474 444
Cardiff Airport	+44 (0) 1446 711 111
City (London)	+44 (0) 20 7646 0000
Gatwick	+44 (0) 870 000 2468
Heathrow	+44 (0) 870 000 0123
Luton	+44 (0) 1582 405100

Conference Venue:

City Hall	+44 (0) 29 2087 1727
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Lost or Stolen Credit Card Numbers:

American Express	+44 (0)1273 696933
Barclaycard	+44 (0)1604 230230
Diners Club	+44 (0) 800 460 800
Mastercard	+44 (0) 800 895 082

Rail and Coach Enquiries:

European Rail Enquires and Reservations	+44 (0) 870 584 8848
Eurostar Reservations and Information	+44 (0) 870 518 6186
National Express Coaches	+44 (0) 870 580 8080
National Rail Enquiries and Reservations	+44 (0) 8457 484 950