

# ADCS Annual Conference, 10 – 12 July 2024

## The Midland Hotel, Manchester

### FAQs for confirmed conference delegates

#### Conference registration

**Wednesday 10 July: conference registration opens from 10.30am for DCS-only sessions.** Lunch will be available from 11.45am until 1.00pm. The first session begins promptly at 1.00pm.

**Thursday 11 July: conference registration opens at 9.00am for the All Members sessions.** The first session will start promptly at 11:00am. The conference concludes at 12.30pm on Friday 12 July. A take-away lunch will be available.

Upon arrival at the hotel, all delegates must visit the conference registration desk in the main foyer to collect their name badge – please ensure you have this with you when attending sessions. Conference information, including the programme, will be available via an app – details of which will be noted in joining instructions sent, via email, to all confirmed delegates the week before conference.

#### Workshops

There will be one block of workshops held on Thursday afternoon. All confirmed delegates will receive an email mid-June with the workshop programme and encouraged to confirm which workshop they wish to attend. For those delegates who have chosen their workshop preference in advance, your allocation will be printed on the reverse of your conference name badge. Those who have not submitted their preference will have the opportunity to sign up for a workshop on the day.

#### Residential delegates

All residential delegates must check-in at the main hotel reception to receive their bedroom key card. Check-in is available from 3pm; check-out at 11.00am. Concierge is available to store luggage and coats before and after these times. Residential bookings include breakfast, lunch, dinner, and overnight accommodation. Any extras such as room service, mini bar, or late check-out are not included in your residential booking and must be settled on an individual basis upon check-out.

#### Dress code for dinner

Wednesday evening dress code is smart/casual. Thursday evening dress code is smart. Please note there are no seating plans at dinner on either night.

#### Catering and dietary requirements

All lunches will be buffet style with options to cater for most diets e.g. vegetarian, vegan, pescatarian, or gluten free. There will be a set menu at dinner on both Wednesday and Thursday evenings; dietary requirements (including vegetarian meals) will only be provided based on prior notice.

#### Wi-fi

Free wi-fi is available throughout the hotel for delegates. Password details are available on the conference app.

#### The Hotel

The Midland hotel is a grade II listed building with air conditioning throughout, however, it is particularly difficult to regulate the temperature within the main conference room where all plenary sessions will be held. Therefore, delegates may wish to bring a light jacket or cardigan.

The hotel has provision to ensure accessibility for all guests; further information is available on the [hotel's website](#). To ensure we can fully meet your needs throughout conference, please contact Rebecca Denny, ADCS Events & Communications Officer, at [rebecca.denny@adcs.org.uk](mailto:rebecca.denny@adcs.org.uk) in advance of the conference if you have any specific requirements.

### **Travel information**

The Midland Hotel is in the city centre: 16 Peter Street, Manchester, M60 2DS. Directions and travel information can be found on the [hotel website](#).

#### **By train/tram (Metrolink)**

The nearest tram stop is St Peter's Square (opposite Manchester Central Library) and across the road from the hotel. There are three mainline train stations that serve Manchester city centre, each are a short walk from the hotel: Piccadilly train station (15 minutes' walk), Victoria train station (10 minutes' walk), and Oxford Road train station (5 minutes' walk). Black cabs are available at all three train stations.

#### **By car**

The hotel does not have a dedicated car park. The nearest car park is the NCP Manchester Central (M2 3GX). Please refer to the [hotel's website](#) for information on the latest discounts available for car parking, alternatively contact the hotel direct.

#### **By plane**

Manchester International Airport is approx. 8 miles outside of the city centre. Trains and buses connect the airport to the city centre. Black cabs are also available at airport.