



President: Professor Tony Champion, MA, MPhil, DPhil.
Vice President: Professor Jane Falkingham, BSc (Econ), MSc.
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BSPS Conference 2015 – the University of Leeds, 7-9 September 2015

Information for presenters and all participants

Travel: The University of Leeds campus is approximately half a mile from the city centre on Woodhouse Lane, the A660. Leeds is linked to the M1 and M62 and is easily accessible. (However, please be aware that parking on campus is limited – see parking information.) The campus is within walking distance of the city centre via the Town Hall and up Calverley Street or, alternatively, via Woodhouse Lane to the main campus. Satellite navigation: University of Leeds, Woodhouse Lane, Leeds LS2 9JT.

Trains to Leeds run frequently from Manchester Airport, London King's Cross & St Pancras stations which connect to the main London airports. For rail travel details see: www.nationalrail.co.uk The railway station is approximately 1 mile from the campus or about 20 minutes walk.

The National Express bus terminal is at the heart of the city centre, and their coach service connects extensively throughout the UK. Leeds central bus station is next to the terminal, with frequent buses to the campus, including numbers 6, 28, 56, 96, & 97. Get off the bus at the main entrance, adjacent to the Parkinson Building. The no. 1 bus leaves from Infirmary Street, which is near the railway station in City Square, every 10 minutes during the day and every half-hour in the evening. Also, there is a 50p flat-fare City bus service running every few minutes on Monday-Saturday between 6.30 and 7.30pm. This links the railway station, city centre and the south end of the university campus. Visit www.wymetro.com for further details.

Minicab numbers: Streamline – 0113 244 3322, Amber Cars – 0113 231 1366, Arrow – 0113 258 5888. Arrow are the official Leeds/Bradford Airport taxi company.

Further details on the University & travel can be found at:

<http://www.meetinleeds.co.uk/getting-to-the-university-of-leeds>

Parking is extremely limited and available on a first-come, first-served basis charged at £5 per day. Access to the car park is via the main University entrance on Woodhouse Lane (postcode LS2 9JT). All other University vehicle entrances are limited to permit holders only. The closest public car park is Woodhouse Moor Multi-Storey, open 24 hours a day. For more information, pricing & alternative parking locations, visit www.parkopedia.co.uk.

However, there is some street parking close to Storm Jameson on campus near Mount Preston Street and Cloberry Street, which may prove useful.

Registration will be in Parkinson Court (map reference 60) on Monday 7 September from **10.30am**. The BSPS registration desk will be staffed throughout the Conference and will be happy to answer queries.

Conference sessions All sessions are in the Michael Sadler building (78) adjacent to the Parkinson Building and on the ground floor, except for one session room in the basement of the Parkinson Building itself. Session rooms will be denoted Session Room 1, Session Room 2 etc, with this information displayed on the door of each session room. Plenary sessions and some strand sessions will be in the Rupert Beckett Lecture Theatre. Please familiarise yourself with these locations soon after arrival. The poster session and associated reception will be in Parkinson Court, as will all refreshment breaks.

Welcome reception & Posters. All Conference participants, whether staying on campus or not, are cordially invited to the reception at 6.30pm in Parkinson Court. This will be in conjunction with the poster session and will run until 8.00pm. Wine, beer, soft drinks and nibbles will be served. Poster presenters will stand with their posters to discuss and seek feedback. Please make time to look at the posters, over 60 of which will be presented. It is hoped that posters will stay on display for the duration of the Conference, so they can also be viewed in breaks.

Leeds School of Geography reception. All participants are invited to a second reception, hosted by the School of Geography, University of Leeds, to celebrate its recent relocation and also the publication of “Internal Migration” edited by Smith, Finney, Halfacree & Walford by Ashgate. This takes place on Tuesday from 7.00pm in the foyer of the Garstang North Building (Level 7 & building No. 90 on the campus map)

Tweeting. Delegates are encouraged to tweet during conference. Please tweet @bspsUK using the hashtag #bsps2015. **Presenters should make it clear at the start of their presentation if they do not want people to tweet about their findings**

Accommodation for those staying on campus will be in Storm Jameson Court, Charles Morris Hall (86), a short walk from the other Conference locations. Check-in time to bedrooms is **from 2.00pm** on the day of arrival, with checkout time being **10.00am** on the day of departure. **Please ensure you return your bedroom key to the Storm Jameson Court reception desk as BSPS will be charged £20 each for any keys not returned and will pass on this charge.** The Storm Jameson Court reception is staffed 24-hours a day.

It is not possible to predict if bedrooms will be available before 2.00pm as this depends on whether they were in use on the previous night. For this reason, we recommend that you **register first at the Conference registration desk** in Parkinson Court. Facilities will be provided for luggage storage if necessary, as they will also be on the day of departure.

If you have booked to arrive on Sunday 6 September, you may access your room in Storm Jameson Court at any time **from 2.00pm**. Please note that no evening meal is provided on the Sunday evening and you will need to make your own arrangements.

Storm Jameson Court reception – 0113 343 2750.

Tea and coffee making facilities are provided in all bedrooms, which are arranged as flats, each flat having a communal kitchen/sitting room with TV. Delegates are welcome to make use of these as sitting areas.

Meals. For those staying on campus, **breakfast** will be served in the University Refectory (29) from 7.30am to 9.00am.

Lunch will be in the University Refectory on Monday and Tuesday at the time shown in the timetable, when a hot and cold buffet will be served.

Dinner on 7 and 8 September, for those who have booked **either an ensuite package or have booked dinner separately**, will be in the University Refectory at 8.00pm. (Please note it will **not** be possible to take extra dinner bookings on site, as these have to be notified to the university in advance.) Monday night's dinner will be self-service and Tuesday night's dinner will be served at tables. Please arrive promptly on Tuesday evening.

Wine will be available at dinner from the cash bar in the Refectory.

The Terrace Bar, adjacent to the Refectory, will be open after dinner on Monday and Tuesday until midnight.

Dietary requirements, allergies etc. should have been advised on the Conference booking form. **Anyone with special dietary requirements should make themselves known to the catering staff in the dining room**, who will advise or supply specially prepared meals.

Mobility and any other special requirements should also have been advised on the Conference booking form or in a separate attachment, so that appropriate arrangements will have been made in advance with the University.

Wi-Fi access. Delegates will be provided with a username and password to access Wi-Fi at registration or at the accommodation reception desk, together with relevant instructions. Wi-Fi can be used throughout the campus, including accommodation. Anyone with institutional access to Eduroam should be able to access this on campus. Assistance will be available courtesy of the University of Leeds for anyone experiencing technical problems – please ask at the Conference registration desk.

Photocopying and printing. A media service shop is open between 9.00am and 4.30pm, Monday to Friday, on the ground floor of the Roger Stevens building. This has photocopying facilities and other audio-visual services.

Badges: must be worn during the Conference, for security and catering purposes. Please note that anyone without a badge may be turned away from the dining room and bar. Should you lose your badge at any time, the Conference administrator at the Conference registration desk will be happy to supply a replacement.

The BSPS Annual General Meeting will take place on Tuesday evening at 6.30pm in the Rupert Beckett lecture Theatre. **BSPS members only please.**

Queries during the Conference: Any queries or problems that are not related to the accommodation should initially be taken up with the Conference administrator at the Conference registration desk. However, she is also happy to deal with any accommodation problems not resolved with Leeds. Please report ANY problems with session rooms to her as soon as possible.

BSPS Council members can be identified by **red badge-holders**.

INFORMATION FOR PRESENTERS & TRAINING SESSION PARTICIPANTS

AV: all session rooms have screen, computer and data projector. The in-house system uses Microsoft Office 2010. Presenters should bring their presentations on a data stick or similar, and a back-up is always recommended. (Please note that there are no MAC adaptors and you would need to bring one, if required.)

Please load your presentation in advance of your session or right at the start of the session. An emergency number will be provided in case of any problems with the equipment, but it's usually a good idea to try booting down and then up again first! IT support is available via the Conference registration desk.

Strand sessions are 90 minutes in duration, with the exception of one session on Wednesday morning which lasts for 2 hours. Presentations will vary in length, depending on the number of papers in the session, but are most likely to last for 15 or 20 minutes: your strand organiser or chair of session will confirm the length for your presentation, or please contact strand organisers directly for any further information (a list is on the BSPS website on the annual Conference home page). Questions will either be at the end of each individual presentation or collectively at the end of the session: the Chair of each session will advise at the start of the session. It is perfectly acceptable for audience members to switch between sessions, although helpful if this can be at the end of individual presentations. Please do NOT log off any session room computers at the end of your session or the end of the day.

Programme and strand sessions: The provisional programme is updated on the BSPS website at www.bsps.org.uk
or

<http://www.lse.ac.uk/socialPolicy/BSPS/annualConference/2015-Conference/BSPS-Conference-2015---the-University-of-Leeds.aspx>

and the final version will be in the printed programme in conference packs: the printed programme also includes abstracts and session room numbers for all strand sessions plus timings of all sessions (in the timetable near the front). Session rooms will be signed as Session room 1, Session room 2 etc

Training sessions: The **Using GIS** and **Longitudinal** training sessions will be in the computer lab in the School of Geography. All training sessions were oversubscribed and places were allocated on a first-come, first-served basis. Emails were then sent asking those booked to confirm their attendance and any ensuing spare places were reallocated. Please DO attend if you have booked, but be aware that these sessions are only for those who have had their attendance confirmed. Please ask at the Conference registration desk if you are unsure. The systematic review session is in the room specified on the timetable.

Poster presenters. Presenters should stand with their poster for the duration of the poster session. Poster boards are A0 size (841 by 1,189 millimetres) (33.1 in × 46.8 in), and each poster will be allocated one side of a board. Boards will be numbered and posters should be put up in the allocated space – please check the schedule at the Conference registration desk. Boards are portrait orientation, unless you advised in advance that you preferred landscape. Fixings of Velcro sticky dots will be provided. Please ensure your poster is in place before the start of the poster session at 6.30pm on Monday.

Campus map – see Conference website for PDF, with BSPS locations marked

<http://www.lse.ac.uk/socialPolicy/BSPS/annualConference/2015-Conference/BSPS-Conference-2015---the-University-of-Leeds.aspx>

ADDITIONAL INFORMATION

Emergency contact details: Conference administrator (Anne Shepherd) – 020 7955 7666 until end of the day on Friday 4 September. After that and during Conference: 07908 597983 (emergencies only please).

University of Leeds Conference & Events - +44 (0) 113 343 3638

University of Leeds Security – 0113 343 5494.

Sports Facilities, Delegates staying in campus accommodation can benefit from free access to the Edge, the University's new pool, gym and fitness suite, for the duration of the conference. Please visit <http://sport.leeds.ac.uk>

Health & First Aid. If first aid is required on campus please contact a member of staff in the building or for emergencies call Security via an internal telephone on x32222 or externally on +44(0)113 343 2222 - available 24-hours.

Hospital/Chemists. The nearest emergency department is at the Leeds General Infirmary, telephone 0113 2432799, which is situated adjacent to the University. Lloyds Chemist is situated on Woodhouse Lane across from the Parkinson Building.

Banks and Shops. There are cash points located within the Student Union building (map reference number 29) and on the outside of the Marjorie and Arnold Ziff building. Tesco Express on Calverley Street (Just down the road from the Edge) also has a cash machine outside. There are also several major bank chains opposite the University main entrance – opening times vary. The nearest Post Office is in the St John's Centre in the City Centre. City Centre shops generally open between 09:00 and 17:30 Monday to Saturday and 11:00 and 17:00 on Sunday.

Cafes and Shops. The University of Leeds has many cafes and coffee bars on campus, each selling a wide range of snacks, sandwiches and drinks. The Parkinson Court Costa and Baines Wing Café are the most conveniently located for the conference. For more information regarding food and coffee outlets on campus and opening times please visit: <http://gfal.leeds.ac.uk/>. The main University refectory housed in Leeds University Union serves hot and cold food throughout the day. Leeds University Union additionally houses a

number of shops, bars, eateries, a hairdressers, beauty salon and “Essentials” which is a mini-supermarket selling newspapers, magazines, stationary, drinks, sandwiches, snacks and confectionery items.

Smoking. All meeting rooms, lecture theatres, foyers, public areas, bars, doorways, entrances and bedrooms within the University operate **a no smoking policy**.