



British Ecological Society

BES Annual Meeting 2010

University of Leeds, UK

7- 9 September, 2010

Conference Information for Delegates

Thank you for booking to attend this year's BES Annual Meeting. In this document you will find useful information regarding the location of the conference, travel information and registration details.

Travel Information:

Walking

The University campus is a pleasant 20 minute walk from Leeds city station. Please follow the directions below:

Come out of the station into City square; with the Queens Hotel behind you, walk straight up Park Row. Continue up Park Row until the first major junction and cross straight over The Headrow, continue up Cookridge Street. At the next set of lights go straight on past Millennium Square on your left and Leeds City Museum on your right.

Turn left on to Woodhouse Lane, a busy main road. You'll pass Leeds Metropolitan University on your left and the University campus begins in another 50 metres on your left. To reach the Parkinson building, carry on up Woodhouse Lane to the clocktower building. You'll be able to look at the map of the campus there and plan where to go next.

By train

Leeds station connects the University of Leeds with all major UK cities and has a fast and efficient London service. For train information and timetables, visit the National Rail Enquiries website - www.NationalRail.co.uk

Once you arrive at Leeds station you will be able to take the free city bus, walk or take a taxi to the University campus (see below).

By bus

There are number of excellent bus services in Leeds. These include a free city bus which stops at the bus and train stations and links to the southern end of the University campus, the red bus with 'free bus' written on the side runs frequently (approximately every 10 minutes) from 06:00 – 19:30 Monday to Saturday.

Bus numbers 1 and 95 leave from Infirmary Street, near the city railway station and also go to the University campus. Further information can be found on www.wymetro.com

By taxi

If you have booked accommodation on campus when registering your attendance at the Annual Meeting and plan on taking a taxi from the train or bus station, we recommend informing the taxi driver that you would like to be taken to Clarendon Road (if you are staying in Henry Price), Lifton Place (if you are staying in Ellerslie Hall) and

Cromer Terrace (if you are staying in Lyddon Hall). Otherwise, the taxi will take you to the main entrance and you will need to walk for about 15-20 minutes to your accommodation.

Taxi ranks are situated outside the bus and train stations and the main Parkinson building on the University campus. Below are some suggestions of taxi companies and their contact details:

Streamline 0113 244 3322

Telecabs 0113 260 404

Headingley Cars 0113 243 4445 (private hire - pre booking required)

Amber cars 0113 231 1366 (private hire - pre booking required)

By car

If you are using satellite navigation, the University address details for the main entrance is:

University of Leeds
Woodhouse Lane
Leeds
LS2 9JT

Parking on campus is limited and on a first come first served basis; the cost per 24 hour period is £5.00 and is payable on arrival at the main University entrance.

We are committed to reducing our carbon emissions, so we encourage delegates to walk or use public transport where possible.

By air

Leeds is served by two major airports: Leeds Bradford and Manchester. Regular flights are available from a huge number of European and International cities. Leeds Bradford airport is approximately 10 miles away from the University, so easily commutable by taxi (approx £20).

Alternatively, the number 757 bus provides a direct bus service to/from Leeds city centre and Leeds Bradford International Airport; trains run frequently from Manchester Airport, which is 60 miles away. More information can be found on www.wymetro.com

Registration

Registration for delegates will take place in the Sports Hall on the University of Leeds campus at the following times:

Monday 6 September 15:00 – 19:00

Tuesday 7 September 08:00 – 18:30

Wednesday 8 September 08:00 – 18.30

Thursday 9 September 08:30 - 14:00

On registering, you will receive your delegate information pack, conference programme and name badge.

Accommodation

There are three Halls of Residence on the University of Leeds Campus; these are Ellerslie Hall, Lyddon Hall and Henry Price.

If you have booked accommodation when registering for the Annual Meeting, you will be staying in one of these Halls of Residence and will find the name of the building you are staying in and the room type detailed on your confirmation letter.

Please collect your room key from the Hall of Residence stated on your confirmation letter between the following times:

Monday 6 September: 10:00-19:00

Tuesday 7 September: 09:00-17:00

Wednesday 8 September: 09:00-17:00

It is important that you collect your key from the Halls of residence stated on your confirmation letter and due to the size of the campus, we recommend that you check into your accommodation as soon as you arrive to prevent carrying your luggage unnecessarily across campus.

If you are due to arrive outside of the above times, please notify the BES office immediately. If you are delayed and arrive outside of the above times please call the **Duty Manager** on your arrival - **+44 (0)7507 055 747**.

Please note, all rooms are accessible only by stairs. If you have any mobility issues please notify the BES office immediately.

Check out time for all rooms is by 09.30, please speak to a Halls of Residence member of staff or a BES staff member about luggage storage.

Breakfast will be served in The Refectory for all Halls of Residence.

All bedrooms have wired internet access; delegates are requested to bring their own Ethernet cables if required. To access the Internet a username and password will be required; this will be issued at the Registration desk and can not be issued by the Halls of Residence.

Booking is essential so please check your confirmation letter carefully. If you require accommodation on campus but do not find details on your confirmation letter, please contact the BES office immediately.

Meals

Breakfast is included in the price of accommodation and will be served in the Refectory. Tea and coffee will be served in the Sports Hall on Tuesday, Wednesday and Thursday. A bagged lunch, including a sandwich, soft drink, crisps and piece of fruit will be available from the Sports Hall on Tuesday and Wednesday. The meeting will finish around lunchtime on Thursday 10 September, so there will be no lunch available on that day.

Lunch costs £8.50 per day for BES members and non-members and £4.25 per day for Student members. Booking is required so please contact the BES office if you would like to add lunch to your booking.

Dinner will be a buffet style meal served in the Sports Hall on Monday and in the Refectory on Tuesday and Wednesday evenings. The price of the dinner is £27.50 per day for BES members and non-members or £13.75 per day for BES student members. Meals must be booked in advance, so if you would like catering please contact the BES office by 2 August.

Main Talks and Posters

All talks will take place in the Roger Stevens Building (see map) and all posters and trade stands will be displayed in the Sports Hall. A complete list of talks and room details will be available in the conference programme.

Social activities

There will be a number of networking opportunities throughout the BES Annual Meeting, starting with the Welcome Mixer on Monday evening. Full details of all activities will be available in the conference programme and at the registration desk.

Facilities

Within the vicinity of the University of Leeds campus, there are a small number of shops, banks, a Post Office and pharmacy. BES staff at the registration desk will be pleased to provide directions to these facilities.

Leeds University Union has a small supermarket in the main Union Building which serves snacks, toiletries and stationery items; there is also a card shop and bookshop which are open 09:00-17:00. A post box is situated in the main reception area of the Union Building.

Woodhouse Lane is also home to Tesco Express, a Blackwell's bookshop, numerous coffee and sandwich shops, a pharmacy and a newsagent. If you require a late night pharmacy, there is one at the main train station which is open 06:00 - midnight.

'The Edge' is a new sports facility on campus where delegates can access the pool and fitness centre; however you must supply your own equipment and towel.

Emergency Services and Fire Procedures

Procedures in the event of a fire or other emergency will be outlined at the start of the meeting. It is your responsibility to read the information provided on evacuation procedures and to pay attention to the safety announcements.

If you have any questions, please call the BES office on 0207685 2500 or email info@BritishEcologicalSociety.org

We look forward to welcoming you to the University of Leeds and hope you enjoy the Annual Meeting;

The BES Team