

Information for Delegates



Venue and Location

The venue for this year's conference is the Scottish Exhibition and Conference Centre (SECC) in Glasgow. The SECC is a well integrated conference, exhibition and events venue, situated just off junction 19 of the M8 motorway. It is within five minutes' drive of the city centre and 15 minutes from Glasgow International Airport. The SECC has its own railway station and bus terminal linking with Glasgow's excellent public transport system. The address of the SECC is:

Exhibition Way
Glasgow
G3 8YW
UK

Tel: +44 (0) 0141 248 3000

The plenary sessions of the conference will take place in the Lomond Auditorium in the Loch Suite and the exhibition will take place in Hall 2. Breakout sessions will be held in the Loch Suite and the Seminar Suite.

Smoking is not permitted in any of the SECC premises.

Glasgow is a city steeped in culture, rich in history, with elegant streets, squares, parks and gardens; the name Glasgow actually means 'dear green place'. The Lonely Planet guide recently said of the city: "Glasgow is regenerating and evolving at a dizzying pace. Its Victorian architectural legacy is now swamped with cutting-edge style bars and world-class venues to tickle your taste buds. The city is going through a long-term transformation, evident along the revitalised River Clyde." Glasgow is home to Scottish Opera and Scottish Ballet. It has one of Europe's finest civic art collections in galleries such as the Kelvingrove Museum and Art Gallery and the Burrell Collection, and entry to all 27 of the city's galleries is free. Just outside the city, the countryside is well worth a visit, with some of the world's finest golf courses just a short drive away. For further information on the city and surrounding area, please visit <http://www.visitscotland.com/> or <https://www.glasgow.gov.uk/index.aspx?articleid=2971>

Accommodation

Accommodation is NOT included in the delegate fee and must be booked separately. UKSG has worked with the Glasgow City Marketing Bureau to set up a free online booking service which offers specially negotiated rates at a number of local hotels. Visit <https://aws.passkey.com/g/22793846> to view the various accommodation options available and to make a booking.

Travel

For details of how to get to the SECC please refer to the SECC's website 'How to get here' - <http://www.secc.co.uk/attend/how-to-get-here.aspx> - which will advise on travel by air, rail and road.

If travelling by car, there is ample parking available onsite at the SECC – further information on this is at <http://www.secc.co.uk/attend/how-to-get-here/car/parking-at-the-secc.aspx> (currently £7 per visit). You will need to refer to your hotel regarding parking with your accommodation.

If travelling by rail, Glasgow's Central Station is connected with every city in the UK. From Glasgow Central there are frequent trains to the Exhibition Centre Station, a journey of approximately three minutes. Refer to www.nationalrail.co.uk or <http://www.scotrail.co.uk/> for further information.

If travelling by air, you can fly to Glasgow International Airport <http://www.glasgowairport.com/>, which is less than 15 minutes from the city centre, or to Edinburgh International Airport <http://www.edinburghairport.com/>. Glasgow Prestwick Airport <http://www.glasgowprestwick.com/> is also nearby.

Luggage Storage on Arrival

A free luggage storage facility will be available at the SECC cloakroom on Monday for those who arrive at the conference before booking into their accommodation and the service will be available again on Wednesday morning for those checking out of their hotels that morning.

Conference Registration/UKSG Conference Desk

Registration will take place in Hall 1 on Monday morning from 08.00 and on Tuesday and Wednesday from 08.30.

Telephone Messages

If you need to contact the UKSG Conference Desk to pass on an urgent message, the telephone number for the SECC is +44 (0)141 248 3000.

Business Centre

The SECC has a well equipped Information & Business Centre for visitors. Services include PC use/internet access, photocopying, printing, scanning and faxing.

Wi-Fi and E-mail Facilities

Wi-Fi access will be available at the SECC. Four internet stations will be set up in Hall 2 for occasional use.

UKSG Events App

You will shortly be receiving details by e-mail about downloading and using the app.

Plenary Sessions

All the plenary sessions will be held in the Lomond Auditorium.

Breakout Sessions

Breakout sessions have been split into three groups:

Group A sessions will take place on Monday at 13.30 and on Tuesday at 11.00

Group B sessions will take place on Monday at 16.00 and on Tuesday at 14.30

Group C sessions will take place on Tuesday at 16.00 and on Wednesday at 11.00.

All of these sessions will be held in the Loch Suite or the Seminar Suite. Please check your delegate pack or the conference app for the locations of the sessions you are interested in attending.

Exhibition

The trade exhibition is staged in Hall 2 as an integral part of the conference.

Opening times are as follows:

Monday: 08.30 -18.30 | Tuesday: 09.00 -18.30 | Wednesday: 09.00 -13.20

Badges

Delegates will be provided with badges which must be worn during the day throughout the conference. It would be much appreciated if delegates could return their badges to the UKSG Conference Desk before departure.

Ticketing

Those who have booked for the Monday evening Supper and Quiz and the Tuesday evening Conference Dinner will find confirmation printed on their delegate badge.

Dinner/drinks vouchers for the Conference Dinner will be enclosed in badgeholders.

Please bring your badge along to the relevant event(s) as they will be checked.

Catering and Dietary Information

All lunches and refreshment breaks will be catered for in Hall 2.

For those delegates who have registered special dietary requirements, please make a member of catering staff aware of your request when taking meals. All lunches will cater for vegetarian food.

Additional Catering

Clydebuilt Bar & Kitchen, located by the East Entrance of the SECC, will be open on Sunday 29 March from 09.00 to 18.00 and then from 08.00 each day.

Entertainment

Monday 30 March

On Monday evening there will be a Drinks Reception, courtesy of Glasgow City Council, from 17.30 to 18.30 in the exhibition area in Hall 2.

Delegates then have a free evening to make their own dinner arrangements. A Supper and Quiz will be taking place at the Glasgow Science Centre – ***this is an optional extra and should be booked at the time of registering to attend the conference.***

Tuesday 31 March

'Mackintosh'

The evening will commence at 19.00 with a Drinks Reception at Merchant Square (Candleriggs, Glasgow G1 1LE (<http://www.merchantsquareglasgow.com/maps-and-directions>), followed by the Conference Dinner (a more informal networking event than typical UKSG conference dinners), a ceilidh band and disco to 01.00. Cash bars will be operating throughout the evening. The theme for the evening is 'Mackintosh', a reference to the hugely influential Scottish architect, designer and artist, Charles Rennie Mackintosh (but the word can be interpreted differently).

See above under 'Ticketing' regarding dinner/drinks vouchers for this event. Please also refer to the flyer in your delegate pack for details of the Mackintosh Appeal, set up in the wake of last year's devastating fire at the Glasgow School of Art.

UKSG Annual General Meeting

Delegates from member organisations of UKSG are encouraged to attend the AGM which will take place at 12.30 on Tuesday 31 March in the Lomond Auditorium. Non-members are welcome to attend as observers and find out more about what UKSG does.

Cancellations

It is recognised that unforeseen circumstances may necessitate a cancellation. Our policy is that cancellations received by Friday 6 March 2015 are eligible for a full refund; cancellations received after that date will not be eligible for any refund.

Booking Queries

If you have any questions about your booking please contact:

Karen Sadler, UKSG Administrator

Tel./Fax: +44 (0)1865 310834 E-mail: Karen@uksq.org