

Thank you for booking a place at the PMG Conference 2015. Please read the information below regarding, travelling to the venue (see 1.0), registration (see 2.0), on-site accommodation (if you have booked this – see 3.0), further event and venue information (see 4.0 and 5.0 respectively) as well as a campus map (see 6.0). We hope this information will prove useful, however if you have any further queries, please contact conference@pmguk.co.uk or 01392 477710 by Friday 10th July.

1.0 TRAVELLING TO THE VENUE

The University of Leeds campus is approximately half a mile from the city centre, on Woodhouse Lane (A660). Where possible we suggest the use of public transport to travel to the University.

1.1 Travelling by train

Trains to Leeds run frequently from many parts of the UK. To search for train travel from your location visit: www.nationalrail.co.uk. The railway station is approximately 1 mile from the campus, about a 20 minute walk (see 1.2) or a short taxi ride (see 1.6).

1.2 Walking from Leeds Railway Station

Exit the station via 'Exit 1 - City Centre' and turn left onto New Station Street; cross the road at the crossing and bear left onto Park Row, continuing straight onto Cookridge Street. Bear left onto Millennium Square and then right onto Calverley Street. Continue along Calverley Street and then bear right onto Willow Terrace Road into the University campus. There is a permit holders' car park to the left, which you can walk through to reach the registration desk in the Conference Auditorium.

1.3 Walking from the city centre

The campus is a 20 – 30 minute walk from the city centre, the best route for the PMG Conference is via the Town Hall and up Calverley Street. You can find directions from your specific location using: www.walkit.com.

1.4 Travelling by bus/coach

The National Express coach terminal is in the heart of the city centre (approx. 30 minutes' walk to the campus). For more information please visit: www.nationalexpress.com. The Leeds Central Bus Station is adjacent to the terminal and allows easy access to the University of Leeds; there are frequent buses from the bus station, including numbers 6, 28, 56, 96 and 97. You should get off the bus at the main entrance of the university, adjacent to the Parkinson Building.

The number 1 bus departs from Infirmary Street, near the Leeds Railway Station, in City Square, to the University every ten minutes during the day, and every half hour in the evening. There is also a 50p flat fare CityBus service running every few minutes, from Monday to Saturday 06.30 to 19.30, linking the railway station, city centre and the south end of the University campus. Visit www.wymetro.com for general information and timetables for all bus routes in Leeds.

1.5 Travelling by air

Leeds is served by two major airports: Leeds Bradford and Manchester. Leeds Bradford Airport is approximately 8 miles away from the University, so is an inexpensive taxi ride away. Manchester Airport has a railway station, with regular services to Leeds Railway Station.

1.6 Travelling by taxi

There is a taxi rank outside the train station. If travelling to PMG registration, ask the driver to take you to the University of Leeds South Entrance, or if going straight to the on-site accommodation, ask for the drop-off point by

Storm Jameson Court in Mount Preston Street. For the drop-off point, the accommodation reception is one floor up; a lift is available.

Should you need to book a taxi during the event, here are some useful numbers:

Streamline – +44 (0) 113 244 3322

Amber Cars – +44 (0) 113 231 1366

Arrow – +44 (0) 113 258 5888 (*Arrow is the official Leeds/Bradford Airport taxi company*)

1.7 Travelling by car

If driving to the venue, please go to the main entrance: University of Leeds, Woodhouse Lane, Leeds, LS2 9JT.

Street listings can appear as Cavendish Road in some navigation systems.

Below are suggested routes to the Main Entrance from major road networks (Sat Nav: Woodhouse Lane, LS2 9JT). Once you reach the Main Entrance of the University, please ask the person at the barrier for directions to the visitors' car park, however as noted below in section 1.8, on-site parking will be extremely limited, so you are likely to need to find an alternative option.

From the South/M1 Motorway: At Junction 43 the M1 motorway splits. Take the right hand lanes and follow M621 Leeds Centre. Exit M621 at Junction 3 and follow signs for city centre and universities. Pass under the railway bridges keeping in outside lane and enter City Square. Take exit signposted 'University'. Turn right at next traffic lights into East Parade. Travel up East Parade in the left hand lane, straight across the Headrow into Calverley Street (Town Hall will be on your left). Continue past the Leeds General Infirmary (on your left) and turn right immediately after the Civic Hall (on your right). Turn left at the next traffic lights to Woodhouse Lane. The main entrance can be found on your left after a few hundred yards, immediately before the Parkinson Tower.

From the M62 Eastbound: Exit M62 at Junction 27 to the M621. Exit the M621 at Junction 2 (signposted Harrogate, York and Skipton) and after a few hundred yards approach a major roundabout. Take first exit to city centre and join inner ring road. Take exit sign-posted Skipton A660, which will bring you to Woodhouse Lane. The main entrance can be found on your left after a few hundred yards, immediately before the Parkinson Tower.

From the M62 Westbound: Exit M62 at Junction 29 to the M1 northbound. Follow instructions above for M1 Motorway.

From the A1 Northbound: Leave A1 (at exit to Ferrybridge Services) to join M62 westbound. Exit M62 at Junction 29 to join M1 northbound. Follow instructions above for M1 Motorway.

From A1 Southbound/York: Leave A1 taking A64 towards Leeds and join inner ring road (dual carriageway). Take exit signposted Skipton A660, which will bring you to Woodhouse Lane. The main entrance can be found on your left after a few hundred yards, immediately before the Parkinson Tower.

From A62 (Huddersfield) and A58 (Halifax): Join inner ring road. Take exit sign-posted Skipton A660, which will bring you to Woodhouse Lane. The main entrance can be found on your left after a few hundred yards, immediately before the Parkinson Tower.

From A61 (Harrogate) & A58 (Wetherby): Follow signs to the University. At Merrion Centre traffic lights, right turn brings you to Woodhouse Lane. The main entrance can be found on your left after a few hundred yards, immediately before the Parkinson Tower.

1.8 Parking

Parking is extremely limited, available on a first come, first served basis and chargeable at £5.00 per day in the University's visitor car park. Access to the car park is available via the main University entrance on Woodhouse Lane. All other University vehicle entrances are limited to permit holders only.

Please note: Due to our conference taking place during graduation week the car park is likely to be very busy, and therefore only a lucky few will find parking in the on-site car park, so it makes sense to look elsewhere.

The **closest public car park is Woodhouse Moor Multi-Storey** which is open 24-hours a day and between 10 and 15 minutes' walk. For more information, pricing and alternative parking locations please visit www.parkopedia.co.uk.

1.9 More travel information

For further details about travelling to the University please click [here](#).

2.0 REGISTRATION

The registration desk will be located within the Conference Auditorium lobby (map reference 100). Here you will receive your conference bag plus attendee pack with your name badge and any tickets you require to enter the different events taking place during the conference. It is also where you should come if you have any queries about the event whilst on-site. It will be open during the following times:

Monday 13th July: 15:00 – 21:00

Tuesday 14th July: 08:00 – 17:00

Wednesday 15th July: 08:00 – 16:00

You can reach the Conference Auditorium/registration by walking through the permit holders' car park (marked in light blue on map – page 6).

2.1 Left Luggage & cloakroom

There will be a cloakroom available in the gallery of the Sports Hall, please ask a member of staff for more details if required. If you are staying in the on-site accommodation, you will also have access to left luggage; please ask at your accommodation reception desk.

3.0 ON-SITE ACCOMMODATION

The main PMG Conference accommodation block is Charles Morris Hall - Storm Jameson Court & Whetton House (map reference 86). Due to the high number of attendees some delegates will also be located in Henry Price Residency (map reference 44). You will need to come to the PMG registration desk to find out which accommodation block you will be staying in, if you arrive whilst registration is closed please go straight to Storm Jameson Court and they will inform you of where you are staying and provide you with your keys. Storm Jameson Court has a 24-hour reception desk.

3.1 Check-in

Check-in **starts at 14:00 on Monday 13th July** and is open **24-hours a day**. Those arriving before 14:00 will be able to leave luggage at the accommodation block in a secure place. Those with B&B for Tuesday 14th July only can check-in at any time on Tuesday.

3.2 Check-out

You must check-out of your room by 10:00 on your day of departure. All keys/fobs must be handed in to the hall reception desk on departure, and any missing keys/fobs will be charged at £10.00 each.

3.3 Accommodation facilities

Each room will be provided with bed linen, a bath and hand towel, a complimentary wash pack, and access to tea/coffee making facilities (either in your room or a shared kitchen). Hair dryers are not provided in your room, so please bring one with you if required.

Cleaning of the communal areas will be undertaken daily, as will a basic room clean (bathroom and bedroom bins).

Access will be available to at least one kitchen per corridor. Most kitchens contain fridges, ovens, microwaves, ironing boards, irons, washing machines and dryers. However, crockery, cutlery and facilities for self-catering (i.e. washing up liquid, kitchen roll) are not provided. Washing powder can be purchased, and irons borrowed, from the main reception if required.

Please note: washing machine facilities are not available in the Henry Price Residency kitchens but are located in a separate unit of the building, please ask at the accommodation reception if this is required.

3.4 Accommodation Contact Details

Storm Jameson Court, Charles Morris Hall, Mount Preston Street, University of Leeds, Leeds, LS2 9JP.

Reception Tel: +44 (0) 113 343 2750

Out-of-hours: There will be 24-hour security on call via University Security services on +44 (0) 113 343 5494. If you wish to contact a member of the residence team on-campus, the mobile number is +44 (0) 7507 055 747.

4.0 EVENT INFORMATION

To help you plan your PMG Conference, please view the final programme [here](#) and the exhibition floor plan and stand allocations [here](#).

The Exhibition will take place in Sports Halls 1 & 2 (map reference 101), 08:00 – 18:00 on Tuesday 14th July and 08:00 – 15:30 on Wednesday 15th July. Plenary Sessions and Free Papers will be presented in the Conference Auditorium (map reference 100) and most of the Parallel Sessions will run in lecture theatres within the Roger Stevens Building (map reference 89), with the exception of PS6 which will take place in the Conference Auditorium. Room allocations for all sessions are published on the conference programme, of which you will receive a copy within your Conference Book.

4.1 Welcome Evening Curry Night

This year there will be a Welcome Evening Curry Night, kindly sponsored by Leckey, which will take place at the Waterside Café within the Roger Stevens Building (map reference 89) on Monday 13th July, 19:00 – 22:00. You will need a ticket in order to receive your free meal and drink, and these are distributed to attendees at the PMG registration. There will be a bar taking cash and card at the Waterside Café, and the Student Union Terrace Bar (map reference 32) will also be open until midnight.

4.2 Breakfast

Attendees staying in the on-site accommodation will receive breakfast vouchers on checking-in. Those not staying on-site who wish to purchase breakfast, can do so. Breakfast will be served in the University Refectory (map reference 29) 07:00 – 08:30 on Tuesday 14th July and Wednesday 15th July.

4.3 Lunch & Refreshments

Lunch and refreshments will be served within the exhibition during the break times on Tuesday 14th July and Wednesday 15th July; catering points are clearly marked on our Exhibition Floor Plan, a copy of which will be available to view in your Conference Book.

At the end of the conference proceedings, on Wednesday 15th July at 16:30, light refreshments will also be served in the Conference Auditorium lobby.

4.4 Drinks Reception & Gala Dinner

Following conference proceedings on Tuesday 14th July, the Drinks Reception, kindly sponsored by Quantum, will take place in the exhibition from 17:00 to 18:00. Complimentary drinks and nibbles will be available at the catering point between stands 28 and 29 in Hall 1. The Drinks Reception is open to everyone who wishes to attend, however there will be a limited number of drinks and nibbles available, so please arrive early.

The Gala Dinner, kindly sponsored by Specialised Orthotic Services, will be hosted in the University Refectory (map reference 29) on the evening of Tuesday 14th July from 19:30 until late. This will be followed by an after-party and disco in the Terrace Bar within Leeds University Union, which is located next door to the University Refectory.

5.0 VENUE INFORMATION

Full details of the facilities available at or near the venue, including: cafés, shops, bars, cash points, sports, photocopying and printing will be available in your Conference Book. However, details of some of the important information is provided below.

5.1 Internet Access

Attendees will be provided with a username and password to access the Wi-Fi upon registration. This can be used throughout the university campus, including the accommodation, and will enable you to access the Meet in Leeds network. Full instructions will be issued with the usernames and passwords.

5.2 Important Contact Numbers

Venue Conference & Events Team: +44 (0) 113 343 3638

PMG Conference Team: + 44 (0) 7929 567730 (*please note: this mobile number is used during events only*)

In the event of any serious problems, or for emergencies, please contact University of Leeds Security on + 44 (0) 113 343 5494 (available 24-hours). For those attending from outside the UK please note that the emergency number for the fire service, ambulance or police is 999.

5.3 Health & First Aid

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

5.4 Hospital/Pharmacies

The nearest Accident & Emergency department is at the Leeds General Infirmary, which is situated adjacent to the University; their contact number is +44 (0) 113 243 2799.

Lloyds Pharmacy is situated on Woodhouse Lane, across the road from the Parkinson Building (labelled on map).

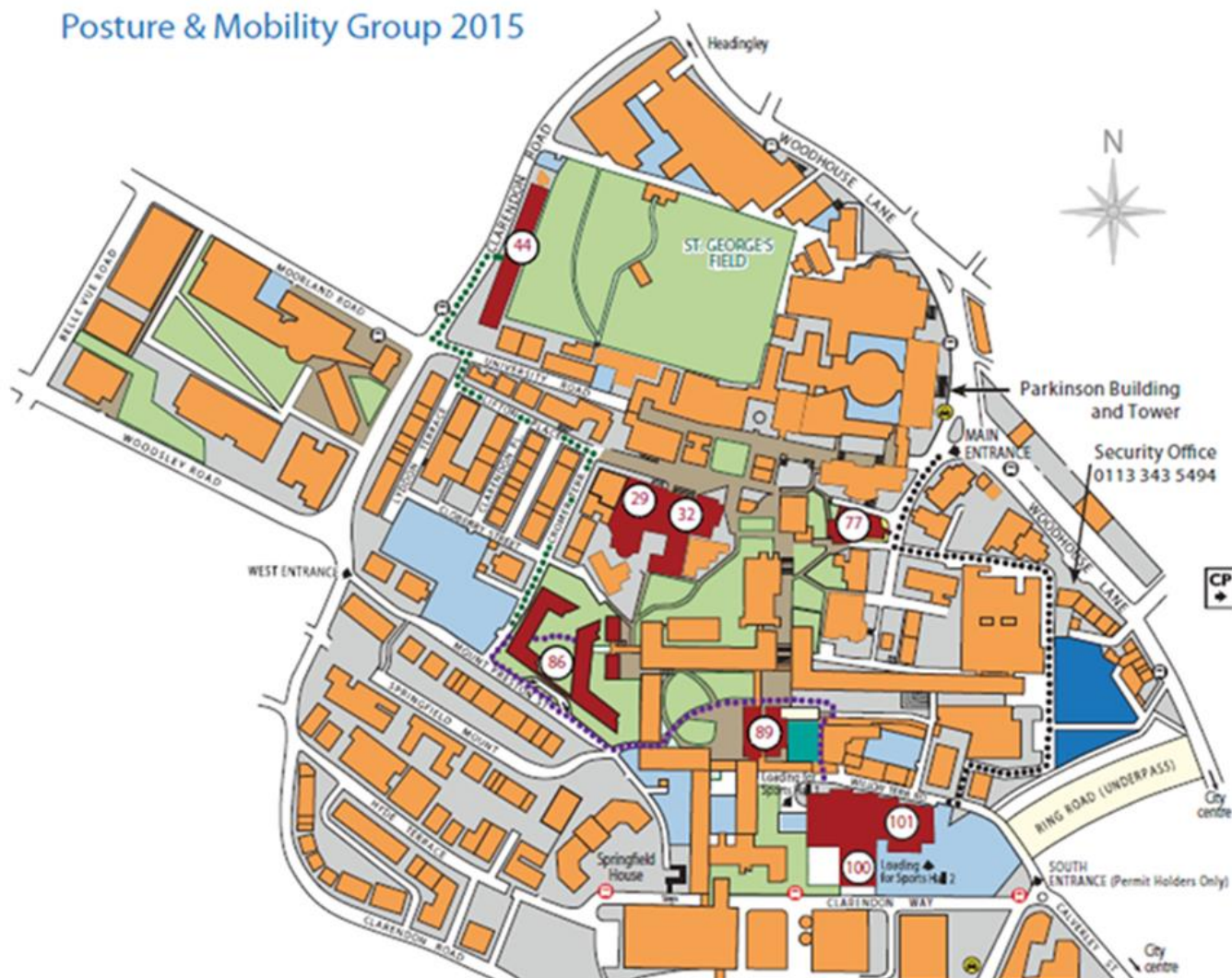
5.5 Smoking

All meeting rooms, lecture theatres, foyers, public areas, bars, doorways, entrances and bedrooms within the University of Leeds operate a no smoking policy; it against the law to smoke in all public indoor spaces.

6.0 CAMPUS MAP

There will be a map provided within the Conference Book you receive at registration, however if you would like a PDF copy of the map below please contact conference@pmguk.co.uk. All of the PMG venues and accommodation blocks are numbered on the map and referenced within your joining instructions where required.

Posture & Mobility Group 2015



Venues:

Conference Sessions
Conference Auditorium
Roger Stevens Lecture Theatres

Exhibition and Refreshments
Exhibition Centre - Sports Hall 1 & 2 (The Edge)

Gala Dinner
The Refectory

Campus Accommodation
Charles Morris Hall - Storm Jameson Court & Whetton House
Henry Price Residency

Leeds University Union
Marjorie & Arnold Ziff Building

100

89

101

29

86

44

32

77

Car parks

University visitors' car parks (Pre-booked only)
Permit Holders University car parks
Public multi-storey car park

Other useful information

CityBus Stop
Taxi Rank
Pedestrian Only Area
Lawns

Driving Route from main entrance to Exhibition Venue

Walking Route to Campus Accommodation

Walking Route between Storm Jameson & Henry Price