

UNIVERSITY OF
BIRMINGHAM

Conferences
& events


Helping you get back to business

Welcoming conferences and events
back on campus



For hotel and campus conferences and
events, there's just one number to call

0121 415 8400



We understand that you will have concerns about booking meetings and events, following the Covid-19 pandemic.









The Conference & events team are fully committed to your safety and wellbeing.

We are following the Government's advice on safe working and social distancing, and have put additional measures in place so you can conduct your meetings and events again with trust.

We are here to support you.

The Conferences & events team
University of Birmingham

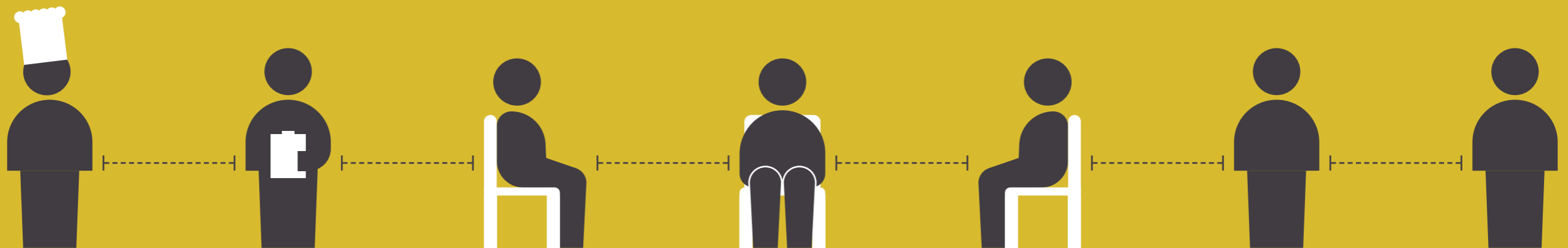
Seven point plan

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-  **1** A full risk assessment of each building has taken place before re-opening and any additional measures needed, such as perspex screens, have been installed. There are social distancing markers throughout campus to aid staff, students and visitors.
 -  **2** Our cleaners are working harder than ever and are keeping event spaces clean throughout the day. We have also installed more hand sanitising stations.
 -  **3** We have amended the capacities of all of our meetings and events spaces, taking in to account the new social distancing guidelines. (These can be found on the next page).
 -  **4** Our food and beverage service has changed, in accordance with food safety recommendations, to minimise interaction. We will serve lunches in pre-packed bento boxes, and drinks will be served either in bottles, or from vending machines using environmentally friendly disposable cups.
 -  **5** We understand that it may not be possible to commit to a new booking immediately. We have adapted our terms and conditions for any new event taking place before 31st March 2021, to give you additional peace of mind.
 -  **6** All of the team have completed an online training course on social distancing and safety measures, before returning to work.
 -  **7** You will be given a friendly and experienced event coordinator to help you with any plans, decisions or concerns.

New social distancing room capacities

Each event space may have different catering options associated with it. Speak to the Conferences & events team to find out more about your options.

	Theatre style		Boardroom style	
	2m distancing	1m+ distancing	2m distancing	1m+ distancing
Great Hall	84	156		
Elgar Concert Hall	32	63		
Michael Tippett	16	30	12	20
Astor Room	9	18	8	14
Lecture Theatre (500)	52	175		
Lecture theatre (250)	44	130		
Lecture theatre (100)	23	53		



Getting back to business

Get in touch with us, if you already have a meeting or event booked. We are happy to talk to you about these additional measures and our seven point plan – plus any other requirements you may have.



For any new bookings, our team can conduct personalised, virtual show rounds of any interested space, delivered directly to your inbox.



We can also offer hybrid events, combining in-person and virtual attendance. Or you may wish to host your event completely online. We can offer all the latest technology to support virtual meetings.



We have a range of day delegate rates, or can offer room hire only options. Whatever you need, the team will work closely with you to create the right package.

Get in touch with us to find out more
info@conferences.bham.ac.uk

Venues on campus, at the hotel and in the city

The team can support you with meeting and event spaces on campus, including the new Teaching and Learning building.

Plus don't forget our outdoor spaces, including the Green Heart and the Vale student village. We are also the team to talk to about meetings and events at Edgbaston Park Hotel.

Did you know that we are also able to take bookings at the Exchange, our newest venue, which is due to open in the city centre in Autumn 2021.



Catering for your needs

Talk to a member of the team about the options available to feed your delegates, whether you're booking a delivered buffet or an outdoor event with street food.



Accommodation

For those staying over, we can also organise accommodation; from comfy nights in University accommodation, to bed and breakfast stays at the Edgbaston Park Hotel.

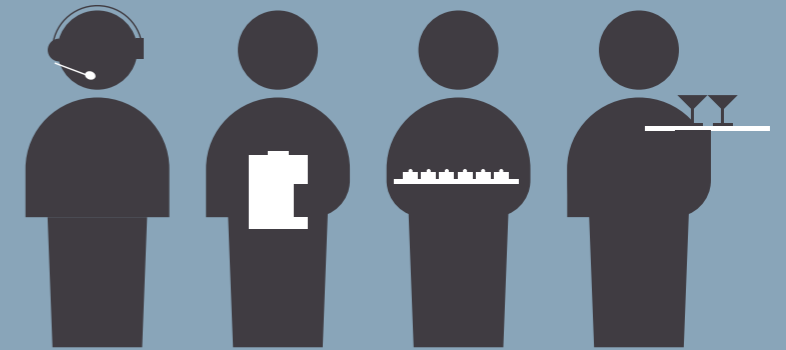


Experts to manage your event

During the planning process you will have a friendly and experienced event coordinator to help you with any plans, decisions or concerns.

We can also offer bespoke event management, from budget planning and abstract submission to delegate management and much more – let us take the hard work out of planning your event.

Talk to our event management team on academic.conferences@contacts.bham.ac.uk.



Playing our part

We are proud to work alongside the researchers at the University of Birmingham who are playing such an important role in the global effort to tackle Covid-19.

From virology to immunology, and from business to economics, our researchers are contributing to the global effort to counter the COVID-19 pandemic.

Our staff and students are also supporting the NHS and our community by volunteering their time to fight the effects of the outbreak.

Our research-intensive culture means we are playing a pivotal role in the global challenge to beat the virus and making a real difference to people's lives during this emergency.



When you are ready to get in touch,
we would love to help.

HERE
for
YOU

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conferences | meetings | catering | hotel rooms | accommodation | event management

conferences.bham.ac.uk

1st floor, University Centre, University of Birmingham, Edgbaston, Birmingham B15 2TT

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