



Join us for 50th UKMi conference to be held in Cardiff on 23rd - 24th January 2025 at the Cardiff City Stadium Leckwith Road, Cardiff CF11 8AZ. The stadium is approximately 2.2 miles from Cardiff City Centre and is easily accessible from all major train and motorway networks.

To celebrate we are returning to a two-day event, packed full of informative sessions with guest speakers and a celebratory evening meal. There are also opportunities to network, view posters and the exhibition and a choice of workshops to further your knowledge in an area of your choice.

### Travel Details

#### By Road:

**Driving from East** Leave the M4 at junction 33. At the roundabout, take the 1st exit onto the A4232 signposted to Penarth. After approx. 6 miles branch left and leave the A4232, following the sign to Cardiff City Stadium. At the roundabout take the first exit onto Leckwith Road (B4267 signposted to City Centre). Cardiff City Stadium is on the right.

**Driving from West** Leave the M4 at junction 33. At the roundabout, take the 3rd exit onto the A4232 signposted to Penarth. After approx. 6 miles branch left and leave the A4232, following the sign to Cardiff City Stadium. At the roundabout take the first exit onto Leckwith Road (B4267 signposted to City Centre). Cardiff City Stadium is on the right.

#### By Train:

Ninian Park station is the nearest train station to the football stadium. From Cardiff Central, delegates can travel to Ninian Park or Grangetown. It is then a 10-minute walk to the stadium from Grangetown or 5 minutes from Ninian Park.

Cardiff City Stadium is just a 2-mile taxi ride from Cardiff Central railway station. There are regular trains to London Paddington, Reading, Swindon, Bristol, Portsmouth, Southampton, Weymouth and West Wales, with easy connections to most areas of the UK. Please contact National Rail for further information

#### By Taxi:

Taxis are readily available across the city. You can pre book a 'Private Hire' or hail a black and white cab. A trip from the City Centre to the stadium costs between £7 - £10.

#### By Bus:

There is a regular bus service to Cardiff City Stadium from Cardiff Central Bus Station. Bus numbers 1, 8, 95, X91, X1 and 95B stop nearby, the most direct numbers are 1, 2, 4, 95A, 95B and 95C. Please contact Cardiff Bus for further information.

#### By air:

Cardiff Airport is approx. 11 miles away from Cardiff City Stadium, with good public transport links, hire cars and taxi services.

### Car Parking

The venue offers over 1000 free car parking spaces on site, subject to availability. Delegates are welcome to leave cars overnight at the stadium, but this will be at their own risk.

## Registration at the UKMi Conference – Start and finish times

Registration on Thursday 23<sup>rd</sup> morning will open at 9am and take place in the Ricoh Suite 1 on the first floor, there is a lift available.

You must sign in on arrival to comply with the venues fire regulations. Day one will come to a close at 4.30pm with the Evening reception beginning promptly at 7pm.

Registration on Friday 24<sup>th</sup> morning will open at 9am as above. Day two will close at 3.30pm.

Refreshments will be available during registration; all delegates will be issued with a conference bag and a name badge these must be worn throughout the day. This will help with security. It will also enable you to identify fellow delegates.

The registration desk will be open:

Day 1 – Thursday 23<sup>rd</sup> January 9-4.30pm

Day 2 – Friday 24<sup>th</sup> January 9-3pm

## Programme and Proceedings

There will **not** be a printed version of the proceedings available at the event. The proceedings will be available on the UKMi website approximately a week before the event, for you to print your own copy and bring to the seminar if you wish.

## Meeting Rooms

Plenary sessions on both days will take place in the Ricoh Suite.

The afternoon session on day one will consist of five workshop session which will run twice, most of the rooms are located close to the Ricoh Suite with a couple located on the ground floor.

All refreshment breaks and lunches during the conference programme will take place in the Ricoh Suite.

## Exhibition

The exhibition will be in Ricoh Suite and will be open from 9am

Please visit all the exhibition stands and the poster exhibition before the start and during the breaks.

## Posters

Posters will be available to view from the morning coffee break on Thursday 23<sup>rd</sup> January.

If you are presenting a poster, you will be given a number at registration. Please put your poster on the relevant numbered poster board in Ricoh suite as soon as possible after you have registered. You will also be asked to stand next to your poster during the morning coffee break on both days to chat to delegates about your work.

## Conference Dinner and Dance

If you have booked to attend the UKMi Conference Dinner on Thursday evening, you will be given a label to attached to the table plan located by the registration desk. The dinner will be held in the Premier Lounge, which is located on the second floor and starts at 7pm prompt.

The Dinner will be followed by Welsh dancing and a disco.

Dress is smart / smart casual (i.e. no **jeans or trainers**).

Coaches will be provided to collect delegates from Cardiff central train station at 6.40pm, to take delegates back to the stadium and return at 11.30pm to take delegates back to Cardiff central train station after the conference dinner.

## Dietary requirements

If you submitted dietary requirements when you booked your place at the event, please speak to one of the organisers at the registration desk so we can put you in contact with a member of staff at the venue.

**Please note: the venue is a nut free stadium, therefore please don't bring anything containing nuts or may contain nut traces with you to the Conference.**

## Messages / Assistance

If your colleagues or a family member need to contact your urgently or if during the event you need to contact the conference committee urgently, please use the following number **07971799835** this number will only be in use between 23-24th January 2023.

## Administration

- Both the evaluation form and the certificate of attendance will be electronic. The evaluation form link will be available via the UKMi website following the conference. Once you have completed your evaluation, your certificate of attendance will be issued (provided you supply a valid email address to send it to).
- Remember to switch your mobile phone off during sessions.
- The UKMi Seminar Admin team will be happy to help you with any queries you may have.

**We look forward to welcoming you to the Cardiff City Stadium  
If you need anything just ask the UKMi Seminar Organisers**