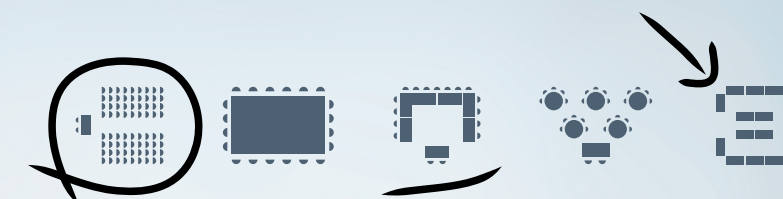


Setting the  
scene.  
Conference, Events  
& Hospitality





## Solutions for all types of conference or event.

We are keen to ensure that every event at the University of Southampton is successful. We take great pride in our conferences and offer uncompromised standards of customer service, safety and security. All your arrangements will be undertaken to the highest standard of care and every effort taken to ensure that your event runs smoothly and easily for you.

Our dedicated Conference, Events and Hospitality team are available to ensure your event is a complete success. They will take every effort to make things as easy for you as is possible, to ensure that your event runs smoothly and that you, and your delegates/guests, will wish to return time and time again.



# Striving to meet your every need.

The University's Conference, Events and Hospitality Office is responsible for the management of conference/meeting rooms, accommodation, function rooms and associated catering and hospitality services across a variety of multi-site facilities – on and off the University campuses.

We hold over 800 conferences and events each year at the University. Our unique facilities and bespoke approach to organisation enables us to cater for everything from small meetings to large conferences for up to 600 delegates.

We have a range of unique and flexible venues suitable for conferences and events. From informal rooms for as few as 10 people to a theatre style auditorium that holds up to 425, we can offer a host of versatile rooms. Whether it's a room with a view of our gardens, access to a courtyard, a small cosy space or a room with a bar, we can find the right one for you.

Overnight accommodation can be offered in University residences during the Easter and Summer vacations. We can also arrange accommodation in a range of local hotels and guesthouses.

We understand that a key part of the success of any conference is also the quality of food received throughout the event and endeavour to ensure that all our guests enjoy delicious, top quality food and drink during their visit.

When you book your conference at the University, you are assigned a dedicated event co-ordinator who will liaise, assist and advise you all the way and will help with any queries you have - however large or small. We will work with you up to, throughout and after your conference.

The team is made up of professional staff with a wide range of expertise and skills who are committed to providing a quality service. Our aim is to ensure that your event is a complete success.

More information is available on our website including details of our terms of booking, our service promise, current prices and a series of sample menus.





# Our Campuses

A varied selection of facilities are available across the University of Southampton for meetings in the evenings, at weekends and during university vacations. We also have a limited number of spaces available all year round.

Your conference coordinator will advise you on the most appropriate rooms suitable for your requirements.

## Highfield Campus

University Road, Southampton SO17 1BJ

Highfield Campus is the largest of the University of Southampton’s campuses with the majority of our students studying here. Set in green and pleasantly landscaped surroundings the campus is also the location of the main university library, the students’ union as well as sports facilities, a range of arts venues and a range of high street banks & retailers.

Easily accessible by public transport with a regular bus service from the City Centre and two major train stations, direct to the University’s Interchange.

## Avenue Campus

Highfield Road, Southampton SO17 1BF

Avenue Campus was acquired by the University in 1993. It combines old charm with a modern environment to create a self-contained campus offering a range of facilities just a short walk from the Highfield Campus, off the A33, The Avenue. Over the years, Avenue Campus has become the home for the Faculty of Humanities which spans a wide range of disciplines including: Archaeology, English, Film History, Modern Languages, Music and Philosophy.

## Boldrewood Innovation Campus

Burgess Road, Southampton SO16 7QF

The newly built Boldrewood Campus is a centre for innovation, business and education in maritime engineering, engineering sciences, and other relevant maritime disciplines. The Boldrewood Campus includes the Lloyds Resister Group Technology Centre and the Engineering Centre of Excellence. Building 176 was the first of the new buildings to open in 2014. Boldrewood Campus is located a short walk from the Highfield Campus, on the A35, Burgess Road

## Wide Lane

Wide Lane, Eastleigh SO50 5PE

Wide Lane Sports Ground is a 76 acre facility which benefited from a £4.3 million redevelopment in 2007. The complex includes flood-lit synthetic turf and grass pitches, tennis and netball courts, a pavilion and a ‘Team Southampton’ gym.

The complex is located just off junction 5 of the M27, just a few minutes bus journey from Highfield Campus and within walking distance of Southampton Airport Parkway train station and Southampton International Airport.

## Winchester Campus (WSA)

Park Avenue, Winchester SO23 8DL

Winchester School of Art officially joined the University in 1996. Now one of the UK’s leading art and design institutions, it is an international centre for ideas and innovation and has a long history going back almost 150 years. Based in the picturesque city of Winchester, the campus is modern and purpose-built and is just 10 miles from Southampton. Winchester railway station and bus station are only a 10 minute walk from the campus.



# Highfield Campus

University Road, Southampton SO17 1BJ

UNIVERSITY OF  
Southampton



## Highfield Campus is at the heart of the University of Southampton.

The main Highfield Campus offers a range of conference and meeting rooms which include tiered lecture theatres, flat floored lecture theatres and varying sizes of seminar rooms. Many of our rooms are accessible and/or egress standard for audience members and speakers using a wheelchair. All lecture theatres and lecture rooms have in-built workstation benches which house a control panel for the audio visual equipment – typically data projector, sound system, lighting etc.

### All year round facilities

A range of conference rooms are available all year round within the Staff Social Centre.

The Staff Social Centre is home to the Hartley Suite, Garden Court, John Roberts Room and a number of other spaces suitable for meetings and events. The rooms vary in size and are suitable for meetings for 20 to 200 in cabaret, boardroom or lecture theatre style.

### Facilities during vacations

A varied selection of meeting facilities are available across the Highfield Campus during the evenings, weekends and university vacations. Each building typically houses one or two lecture theatres, all of which are in close proximity to a range of smaller lecture theatres and seminar rooms, ideal for breakout sessions. Many buildings have large foyer spaces ideal for registrations and all buildings are within a short walk to the Staff Social Centre which is centrally located on the campus and is traditionally where your conference catering – including refreshments, lunches, drinks receptions, formal banquet – is best served.

Your conference coordinator will advise you on the most appropriate rooms suitable for your requirements.



## Find out more

Tel: +44 (0)23 8059 2832

Email: [hospitality@southampton.ac.uk](mailto:hospitality@southampton.ac.uk)

[www.southampton.ac.uk/conference-and-hospitality](http://www.southampton.ac.uk/conference-and-hospitality)



Centrally located in the Staff Social Centre and available all year.

A flexible, flat floored room, with sliding dividing doors, the Hartley Suite is available for groups of up to 80 people.

The main Hartley Room is fitted with a data projector and screen and is where we would recommend your meeting would take place. The Hartley Lounge is a more informal space furnished with sofas and low tables which works well as an informal breakout space but is typically used as a catering area.



Room facilities:

- Fixed projector and screen
- Natural daylight in Hartley Lounge
- Flexible seating setup
- 2 adjacent rooms
- Private bar (open by prior arrangement)
- 300 sq metres flat floored space

Flexible layout options:

	Theatre	Boardroom	U-Shape	Cabaret	Exhibition
Hartley Suite Hartley Room	50 - 80	20 - 34	Up to 29	20 - 60	18 stands
Hartley Suite Hartley Lounge	-	-	-	-	5 stands

Staff Social Centre – Hartley Suite



An ideal venue for:

- Up to 80 people
- Meetings and conferences
- Training days
- Informal networking and registration

Take an online tour:










Offers maximum flexibility for a wide range of different event types and is available all year round.

A large flat floored space of 470 square metres lends itself well to exhibitions, poster sessions and larger presentations and events. Audio visual equipment can be installed upon request.

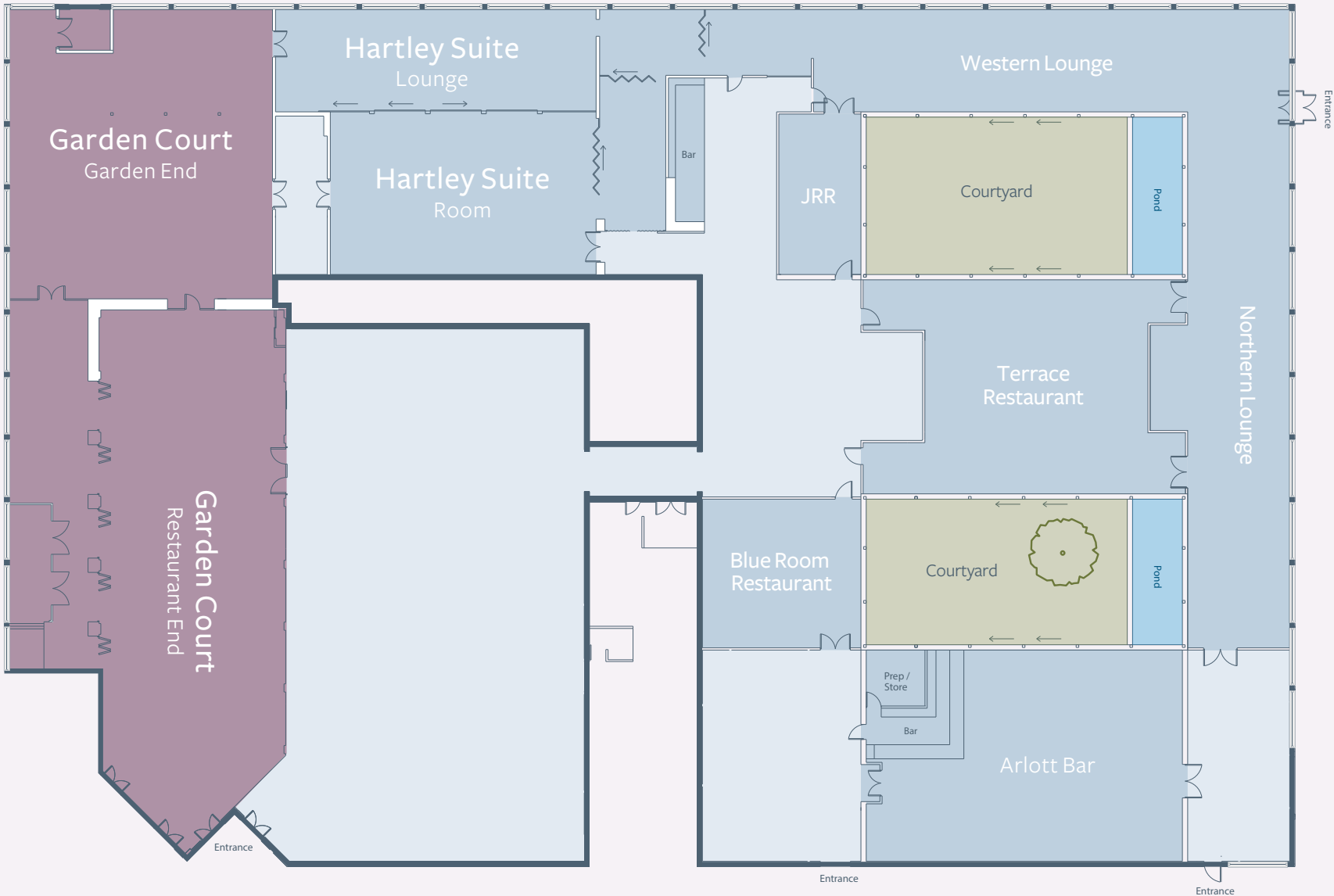
Room facilities:

- Various AV equipment available on request
- Natural daylight in Garden End
- Flexible seating setup
- Can be used in conjunction with Hartley Suite
- Two adjacent rooms
- 600 sq metres flat floored space
- Wall and ceiling drape system

Flexible layout options:

	Theatre	Boardroom	U-Shape	Cabaret	Exhibition
					
Garden Court Restaurant End	60 - 204	-	-	100 - 160	30 stands
Garden Court Garden End	60 - 120	30 - 46	Up to 32	50 - 100	21 stands

Staff Social Centre – Garden Court



An ideal venue for:

- Up to 200 people
- Exhibitions
- Meetings and large conferences
- Large banquets

Take an online tour:





Our smallest meeting room, available all year round.

The room seats up to 20 people boardroom style and is ideal for training days, workshops and presentations. Located adjacent to an outside courtyard area, it benefits from plenty of natural light.

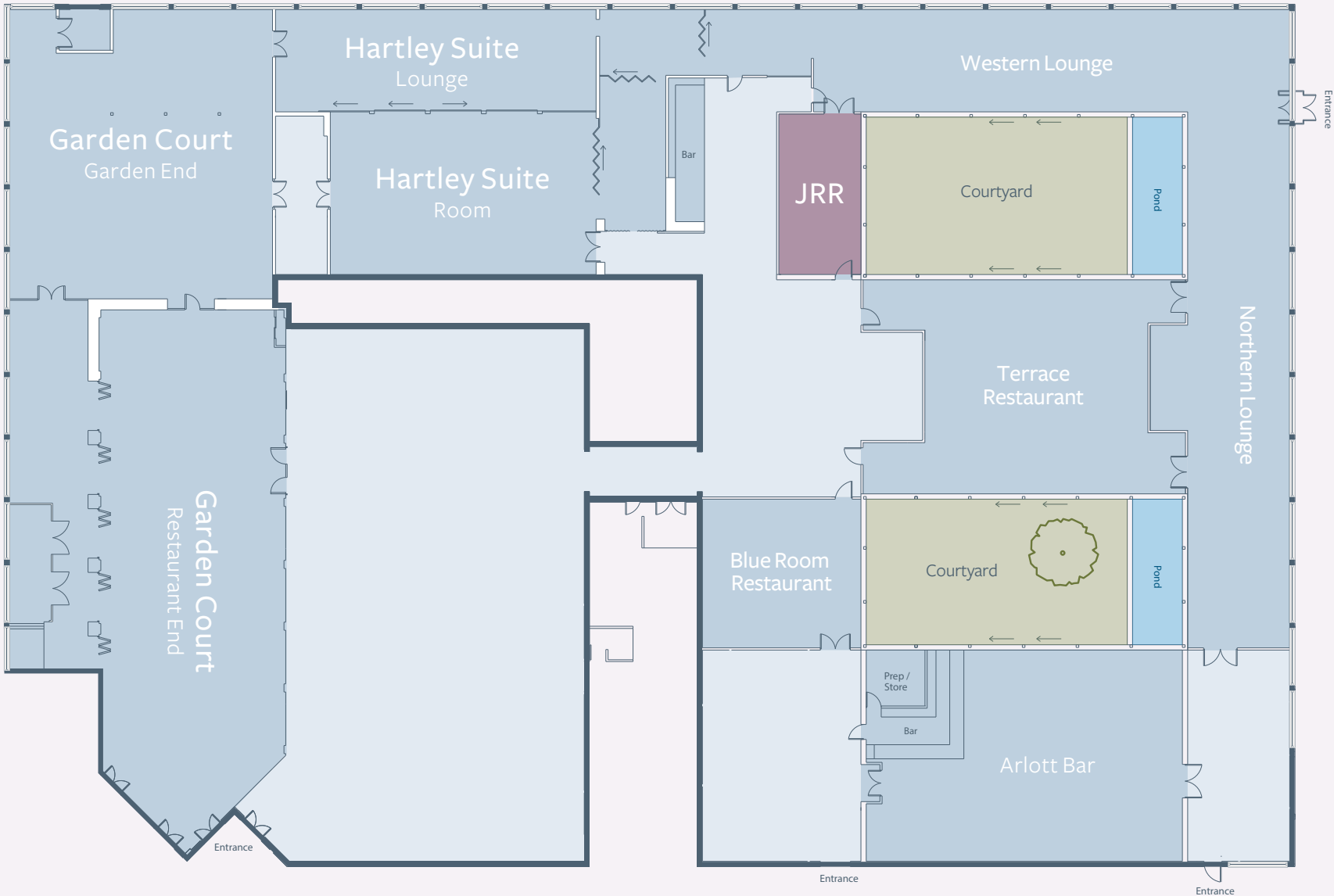
Unlimited Nespresso refreshments are offered throughout the day within the room itself. A working lunch can be served within the room or a finger buffet or two course lunch can be arranged in an adjacent area.



- Room facilities:**
- Fitted screen
  - Natural daylight
  - Boardroom setup
  - Unlimited refreshments
  - 42 sq metres flat floored space

	Theatre	Boardroom	U-Shape	Cabaret	Exhibition
John Roberts Room	-	10 - 20	-	-	-

**Staff Social Centre – John Roberts Room**



- An ideal venue for:**
- Up to 20 people
  - Presentations
  - Interviews
  - Small work shops
  - Board Meetings

Take an  
online tour:





A unique University facility, within walking distance of Southampton Parkway train station and Southampton International Airport.

If you hire one of the rooms at Wide Lane for a meeting we can guarantee that you will have sole access to the meeting space within the Pavilion. All rooms benefit from natural daylight and overlook the extensive sports grounds.



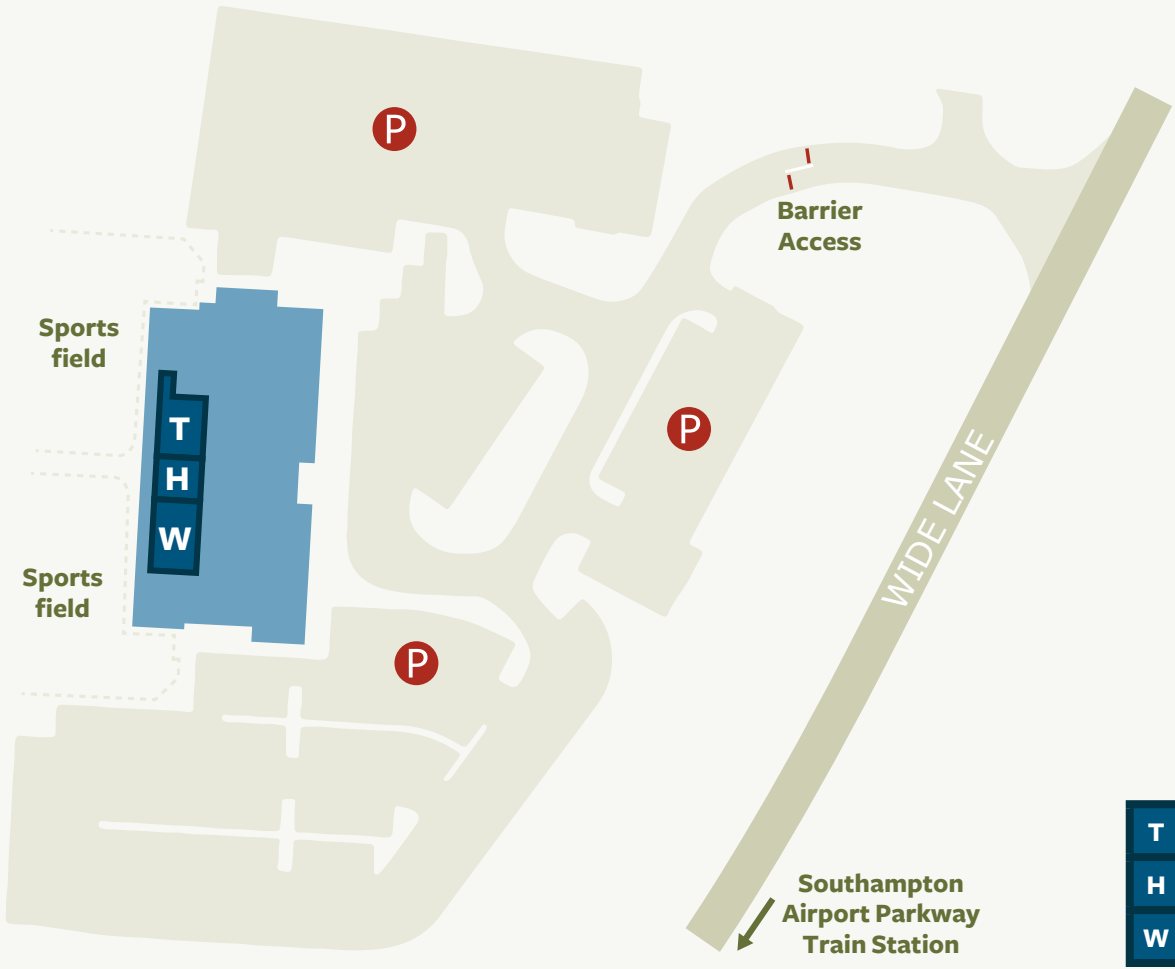
Room facilities:

- Fixed data projector and screen
- Natural day light
- Small outdoor patio
- Overlooking sports ground
- Ample free parking
- Flexible space used as 1, 2 or 3 rooms

Flexible layout options:

	Theatre	Boardroom	U-Shape	Cabaret	Exhibition
Wide Lane All	20 - 63	10 - 20	10 - 22	20 - 60	-
Wessex Suite	45	20	22	40	-
Hampshire Suite	36	16	22	20	-

A flexible layout:



An ideal venue for:

- Up to 65 people
- Staff training
- Away days
- Meetings

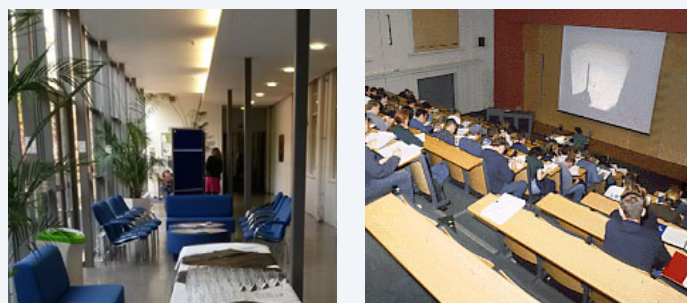
Take an online tour:



Find out more



A self-contained campus offering a range of facilities which are available during University vacations. The Avenue Campus combines old charm with a modern environment.



## Avenue Campus map:



## Meeting Room Information

Three tiered lecture theatres, ranging in size from 100-220 capacity, offer an ideal space for your main plenary session. All have in built workstation benches/lecterns which house a control panel for AV equipment.

Surrounding the lecture theatres are twelve flat floored seminar rooms which can accommodate between 12 and 40 delegates. All rooms are flat floored and moveable, offering maximum flexibility within these spaces.

## Exhibitions, Posters & Registration

There are two moderately sized concourse areas ideal for small exhibitions, posters and refreshment service. An internal courtyard is accessible from the concourse areas and is an ideal way for delegates to enjoy a breath of fresh air during breaks. There is a large foyer area ideal for registering your delegates upon arrival.

## Refreshments & Lunch

In addition to the concourse and courtyard areas, Avenue Campus offers a 98 seater cafeteria where delegates can enjoy a choice of hot or cold seated lunch.

Free car parking is available on site by prior arrangement.

Take an  
online tour:



Find out more

Tel: +44 (0)23 8059 2832  
Email: [hospitality@southampton.ac.uk](mailto:hospitality@southampton.ac.uk)  
[www.southampton.ac.uk/conference-and-hospitality](http://www.southampton.ac.uk/conference-and-hospitality)



# Boldrewood Innovation Campus

Burgess Road, Southampton SO16 7QF

UNIVERSITY OF  
Southampton

A modern, flexible meeting space ideal for up to 100 delegates. Opened in 2014 offering a variety of light, modern, purpose built spaces designed with maximum flexibility in mind.

## Boldrewood Innovation Campus map:



## Meeting Room Information

The main lecture theatre has a maximum seating capacity of up to 100. All furniture – tables and chairs – are moveable and stackable with ample, lockable storage space around the outside of the room to store all furniture leaving you with a total flat floored space of 150 square metres. An in built workstation offers full AV, lighting & sound control to the presenter.

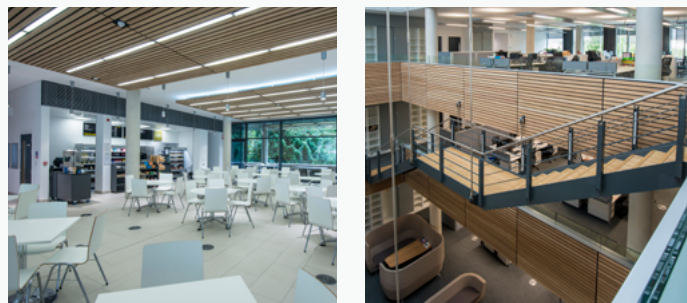
There are a range of other smaller spaces within the building, all fitted with moveable furniture. A number of spaces are also fitted with moveable walls, making combinations and configurations of space flexible too. All rooms are accessible and egress standard for audience members and presenters.

## Registration & Refreshments

Within the building there are a range of informal spaces where refreshments and buffet lunch can be served and where registration can take place. Surrounding the building are a number of outdoor areas, accessible from all levels, where delegates can enjoy a breath of fresh air during breaks

Free car parking is available on site by prior arrangement.

The facilities at the Boldrewood Innovation Campus are available during University vacation.



Take an  
online tour:



Find out more

Tel: +44 (0)23 8059 2832

Email: [hospitality@southampton.ac.uk](mailto:hospitality@southampton.ac.uk)

[www.southampton.ac.uk/conference-and-hospitality](http://www.southampton.ac.uk/conference-and-hospitality)



A range of bright, light and modern spaces ideal for a variety of different types of meetings and events. Available during University vacations.



## Winchester Campus map:



LT	Lecture Theatre
G	The Gallery
HS	Harvard Suite
C	Cafeteria
SR	Seminar Rooms

## East Side

East Side houses a fixed, tiered lecture theatre seating up to 60 and also the Harvard Suite which includes a 43 seater Harvard style lecture theatre and 2 moveable seminar rooms seating 15-20 people in each.

## West Side

West Side is home to the largest fixed lecture theatre seating up to 158 together with a suite of 3 seminar rooms seating 25-30 people. The newly refurbished West Side Lecture Theatre offers you the option of either a tiered lecture theatre with a capacity of 125 or a flat floored space of 114 square metres. This stand alone space works well if you require your event to be private.

## The Gallery

The Gallery at Winchester School of Art provides a unique space for the visual arts in the South East. It provides the venue for a variety of exhibitions, varying from alumni shows to national touring exhibitions and is an ideal space to host a pre or post conference drinks reception or networking during refreshments.

All rooms have in-built integrated audio visual systems. There are a number of large, light, open foyer spaces, ideal for poster displays, small exhibitions and refreshments whilst the large cafeteria is an ideal space for lunches. Ample free car parking is also available on site.

Take an  
online tour:



Find out more

Tel: +44 (0)23 8059 2832  
Email: [hospitality@southampton.ac.uk](mailto:hospitality@southampton.ac.uk)  
[www.southampton.ac.uk/conference-and-hospitality](http://www.southampton.ac.uk/conference-and-hospitality)



[www.southampton.ac.uk/conference-and-hospitality](http://www.southampton.ac.uk/conference-and-hospitality)  
[hospitality@southampton.ac.uk](mailto:hospitality@southampton.ac.uk)  
+44 (0)23 8059 2832