

BIALL

BRITISH & IRISH ASSOCIATION OF LAW LIBRARIANS

Annual Conference – Harrogate Convention Centre
Thursday 11th June – Saturday 13th June, 2020

Provisional Programme & Registration Form



5th Annual Study Conference & Exhibition

Platinum sponsors





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Conference Sponsors

We are pleased to acknowledge this year's Conference sponsors

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Silver Sponsor



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Welcome from the President



51st Annual Study Conference, Harrogate 2020

Welcome to Harrogate and to BIALL's 51st Annual Study Conference. We're delighted to be back in the historic spa town of Harrogate, not least because it plays a significant role in the history of the Association being the venue for the Workshops which led to the foundation of BIALL. We last visited the town in 2014, and there have been some notable changes and developments on the legal landscape since then.

In the spirit of Agatha Christie; who famously appeared in Harrogate after mysteriously vanishing from her home in 1926, our conference theme this year is **Bodies in the Library: sleuthing, plotting and making the case**. When launching our call for papers we described a 'body' in this context as being any puzzle or issue you needed to solve. You can see from the titles and themes across the programme that our speakers rose to the occasion magnificently and thanks to **The Labours of the Conference Committee** a programme has been assembled of plenary and parallel sessions, lightning talks and product showcases that reflects the diverse interests across all sectors and regions of our delegates.

Thanks to our generous sponsors we have two completely different evening events to enjoy. Thursday evening at the Harrogate Majestic Hotel includes the President's Reception and BIALL and Lexis Library awards presentations, followed by the evening event sponsored by LexisNexis. Not on the **4.50 from Paddington** but Friday sees us journey to the National Railway Museum in York, for an evening sponsored by vLex Justis.

A conference is announced... Our conference begins with our pre-conference seminar **Courageous Conversations** facilitated by Diana Edmonds. After the formal opening we have the first of our Plenary Sessions with Chris Howard, Director of Professional Legal Education at Professional Law Institute, King's College London, looking at the future of the legal profession, a topic with cross sector appeal.

Friday morning begins with our keynote speaker, Joshua Rozenberg QC (hon). A well-known legal commentator, journalist, and non-executive board member of the Law Commission, he is known for his independence, his authority and his ability to

explain complicated legal issues with simplicity, clarity and wit. I look forward to hearing what insights he will share with this audience.

We're delighted that the libraries of the House of Commons and House of Lords have agreed to give a presentation on their much praised research briefings, and equally delighted that in this Brexit year they will be joined by the Library & Research service of the Houses of the Oireachtas.

For the past couple of years the panel discussion on Saturday has always left me with an important take away, I'm expecting nothing less this year as our Saturday panel deals with issues of mental health and wellbeing.

Why didn't they ask... Alongside our programme of talks the Exhibition offers not only an excellent opportunity to investigate developments in legal publishing, technology and library services, and examine new products, but also to catch up with account managers, network with suppliers and colleagues, as well as entering the many raffles and competitions.

At the time of writing, a number of major sponsors have generously offered their support and we are very grateful to them for making the Conference possible. LexisNexis UK and vLex Justis are our platinum sponsors and Wildy & Sons are our silver sponsors.

An important part of the Conference is the BIALL Annual General Meeting which will take place on Friday afternoon and incorporates the Have Your Say forum. I would encourage all members to come along and take part and learn about how the Association works.

I look forward to meeting as many of you as possible during the Conference and would particularly like to extend a warm welcome to those attending their first conference and our overseas delegates. I hope that you enjoy your Conference experience in 2020 and that it uncovers many rewarding and reflective opportunities.

Renate Ní Uigín
BIALL President

BIALL is going to Harrogate

Harrogate is famous for its spa, its shops and its many festivals. Find out about its spa town history at the Royal Pump Room Museum or take in a show at the stunning Royal Hall Theatre. Harrogate also boasts some of the best specialist shopping in Yorkshire, not to mention being home to the original Betty's Tearooms down in the Montpellier Quarter.



Accommodation for BIALL delegates has been secured at the **DoubleTree by Hilton Harrogate - Majestic Hotel & Spa**, the **Crowne Plaza Harrogate** and **The Kimberley Hotel**. All hotels provide a hot breakfast.

NOTE: Delegates choosing a category A hotel will be allocated either the Majestic or the Crowne Plaza, subject to availability.

DoubleTree by Hilton Harrogate - Majestic Hotel & Spa

(category A) – 5 minute walk to HCC

DoubleTree by Hilton Harrogate - Majestic sits in beautifully landscaped gardens that overlook the town and is within walking distance of shopping, dining and historical attractions.

All guest bedrooms offer an array of amenities including 49-inch HDTV, complimentary Wi-Fi access, generous work surfaces, and the unrivalled Sweet Dreams® bed. For extra comfort, stay in a spacious junior suite with lounge area and upgraded amenities.

Car parking is available at a charge of £10 per night.



Crowne Plaza Harrogate (category A) – located adjacent to HCC
Crowne Plaza Harrogate is a stylish 4* contemporary hotel. It is ideally located in the town centre, again within walking distance of shopping, dining and attractions.

All bedrooms include tea and coffee making facilities and are en-suite with shower and guests can benefit from the hotel's on-site fitness centre.

Car parking is available at a charge of £7.00 per night.



The Kimberley Hotel (category B) - 2 minute walk to HCC

The Kimberley Hotel boasts elegant rooms which have been decorated in a contemporary style.

All bedrooms are en-suite, the majority offering bath & shower, Freeview TV, direct dial telephone, tea/coffee making facilities, hairdryer and complimentary Wi-Fi.

Secure limited parking is available at an additional charge of £6 per night.

NOTE: This hotel is only available as part of the 3 night conference package for BIALL members.



Travel to Harrogate



Car:

From London: M1, then A1(M) - exit Wetherby (9 miles from Harrogate)

From the North

24 minutes from the A1. Take the A1(M) and exit at Junction 47 (Knaresborough) then follow signs to Harrogate.

From the South

21 minutes from the A1. Take the M1 and A1(M) before leaving at Junction 45 (Wetherby) then take the A661 to Harrogate. Alternatively continue on the A1(M) to Junction 47 (Knaresborough) then follow signs to Harrogate.

Bus or Coach:

For details of public transport in the Harrogate District: www.harrogateanddistrict.co.uk

For details of National Express coaches: www.nationalexpress.com/en

For details of Megabus: www.uk.megabus.com/

Train:

We are linked to all major UK cities via Leeds (34 mins) and York (33 mins) including a direct, daily connection to London (3 hrs 1 min). The quickest journey time from London is 2 hrs 43 mins including a change at York.

Check www.nationalrail.co.uk or www.thetrainline.com for times and to book tickets.

Air:

Leeds/Bradford International Airport

www.leedsbradfordairport.co.uk/contact-us

20 mins drive from Harrogate. Daily scheduled flights to worldwide connections and direct flights from the UK and Europe.

To get from LBA to Harrogate, take the Airport Direct 747 bus which runs hourly and will drop you off at Harrogate's main bus station, from there it's a five minute walk to the Convention Centre.

Alternatively a taxi will take about 20 mins.

Manchester Airport

www.manairport.co.uk

75 mins drive from Harrogate, 2 hrs 43 mins by train or 3 hrs 25 mins by bus.

Sea:

P&O Ferries: www.poferries.com/en/portal

Dublin to Liverpool in 7 hrs 30 mins

Further information on Harrogate and the surrounding areas is available on the Tourist Office website www.openharrogate.co.uk/



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Annual Conference – Harrogate Convention Centre
Thursday 11th June – Saturday 13th June, 2020

Special Interest Groups & Forums

There will be separate meetings for the Academic, Irish and Knowledge Management Special Interest Groups as well as a New Professionals Forum on either Thursday 11th or Friday 12th June 2020, as indicated in the programme. Delegates are invited to pre-register to attend these events by ticking the appropriate box on the Registration Form.

New & Overseas delegates

We extend a particularly warm welcome to new and overseas delegates and invite them to a welcome event on Thursday afternoon - see programme for further details.

Buddy scheme for newer delegates

Attending a conference for the first time can be daunting so we operate a buddy scheme whereby newer delegates can be put in touch with an experienced conference goer to chat or exchange emails before the Conference. The amount of contact between buddies is decided entirely by the individuals involved but we do encourage all the participants to gather near the BIALL Exhibition stand on Thursday morning so that newcomers can also meet each other.

We hope the scheme will help delegates meet new people, eases some worries and makes the conference experience more enjoyable.

If you are a newer delegate and wish to join the buddy scheme or are more experienced and willing to act as a buddy, please tick the box in the appropriate section on the Registration Form. Further details will be circulated to participants closer to the Conference.

Social Media



Why not get involved and tweet your thoughts about the Conference and the sessions you are looking forward to? Tweet us at @biall_uk. Use the Conference hashtag #BIALL2020 for general Conference Tweets and if you want to comment on a particular session then add the hashtag relating to that session eg #BIALL2020 #1a – just look out for the hashtags in the programme.



The BIALL Facebook group (<https://www.facebook.com/groups/2437827767/>) is a great way to stay in touch with colleagues and friends in the lead up to and during the Conference. You can use the group to arrange informal meet-ups, discuss travel arrangements or just to see who else is attending

THE PREMIER CONFERENCE FOR THE PROFESSION

Pre-Conference Workshop



Courageous Conversations

A 'courageous conversation', positive and diplomatic in approach, yet handled clearly and assertively, can be what's needed in our interactions with colleagues, internal and external. This session provides tips and techniques with opportunities for practice and feedback.

Learning outcomes

As a result of this workshop you will be clear on:

- What is a courageous conversation and when's the best time
- Structuring the conversation to achieve a positive outcome
- Techniques for making your case, delivering difficult messages and handling objections
- Ways to handle your own emotions

 #PCW

Your facilitator

Diana (Edmonds) is looking forward to working with you. Diana regularly works with senior teams and staff on behavioural techniques for effective influencing and conflict resolution. Originally qualified and employed as a Librarian, she has stayed closely in touch with the library world as facilitator and coach. For the past 13 years she has delivered the successful cross-sectoral leadership programme, 'Motivate, Learn, Lead' for Libraries & Information East Midlands. Her style is informal and involving.

Timing, registration and fees

The Pre-Conference workshop will take place on Wednesday 10th June 2020 at the DoubleTree by Hilton Harrogate - Majestic Hotel. Registration and lunch will be from 13:00 with the workshop running from 14:00 - 17:30.

Places are limited and will be allocated on a first come, first served basis. To book your place, please complete the appropriate section on the Registration Form. See **Booking and Accommodation** section for registration fees which will be included on your invoice.

Provisional Programme 2020

More detailed and updated information on the Conference Programme will be available on the BIALL website

Wednesday 10th June 2020 - Pre-Conference Workshop

PRE-CONFERENCE WORKSHOP

DoubleTree by Hilton Harrogate - Majestic Hotel

13:00 Registration and Lunch

14:00 – 17:30 **Courageous Conversations**

 #PCW

Diana Edmonds – Bridgford Consultancy

Further information on speaker and session included separately in document

Thursday 11th June 2020

09:00 Registration Desk and Exhibition open

09:30 – 09:45 **Formal Opening of Conference**

 #Opening

Renate Ní Uigín – BIALL President

09:45 – 10:45 **Plenary Session 1**

 #Plenary1

Future of the legal profession

Christopher Howard – Professional Law Institute, King's College London

10:45 – 11:15 **Formal Opening of Exhibition** and Refreshments

 #Exhibition

11:15 – 12:15 **Plenary Session 2**

 #Plenary2

Who killed the traditional law firm?

Mark Smith, LexisNexis

12:15 – 13:30 Lunch, Exhibition and Product Demos

 #PD1

12:20 – 12:40 **Firat Elbey & Karen Waldron** Innovation in case law research at LexisNexis

12:45 – 13:05 **Mumtaz Hussain** Companies House Complete

13:10 – 13:30 **Sally Roberts** Will it be the Miss Marple or the Poirot Method? Solve your [use] case with HighQ


Thomson Reuters

13:30 – 14:30 **Parallel Sessions I**

IA	 #1A	IB	 #1B	IC	 #1C
The mysterious affair of business intelligence		Making the case for legal tech		Building student engagement brick by brick; using Lego® Serious Play® to explore subject engagement in HE	
		Janet Kearney Fordham University School of Law		<i>Limited to 15 delegates</i>	
Felicity Cross Irwin Mitchell LLP		Adam Curphey Reed Smith <i>Chair: Alison Shea, Cornell University Library</i>		Alan Wheeler Middlesex University	

Provisional Programme 2020

Thursday 11th June 2020 - Continued

- 14:30 – 15:00 Refreshments and Exhibition
New and Overseas Delegates Welcome Event
- 15:00 – 16:00 **Plenary Session 3**
[#Plenary3](#) **Partners in crime: a blueprint for true collaboration**
Robin Chesterman – vLex Justis
- 16:00 – 17:00 **Parallel Sessions 2**
- | 2A #2A | 2B #2B | 2C #2C |
|---|--|--|
| Weighing the evidence: how supporting nursing students enhances support for those studying law | Identifying red herrings in American legal research | The mysterious affair at Squire: using code-breaking games to deliver law library skills for students |
| Andy Horton
BPP University | Erin Gow
University of Louisville
Law Library | Lizz Edwards-Waller
Squire Law Library,
University of Cambridge |
- 17:00 – 18:00 **Special Interest Groups & Forums**
New Professionals Forum, Irish Special Interest Group
- 17:00 Registration Desk and Exhibition close
- 19:00 – 20:00 **President's Reception and Awards Presentations**
[#PresidentsReception](#)
[#Awards](#)
- 20:00 **'Endless Night' evening event**
[#EndlessNight](#) sponsored by  LexisNexis®
DoubleTree by Hilton Harrogate - Majestic Hotel

Provisional Programme 2020

Friday 12th June 2020

09:00 Registration Desk and Exhibition open

09.30 - 10.30 **Plenary Session 4 - Keynote Address**

 #Keynote

Destination unknown

Joshua Rozenberg QC (hon) – Journalist and British Legal Commentator

10.30 – 11.00 Refreshments and Exhibition

11:00 – 12:15 **Plenary Session 5**

 #Plenary5

Research bodies in the libraries: the role of Parliamentary Research Services

Maeve Ní Liatháin - Houses of the Oireachtas

Matthew Purvis – House of Lords Library

Edward Wood – House of Commons Library

12:15 – 13:30 Lunch, Exhibition and Product Demos

 #PD2

12:20 – 12:40 **Aidan Hawes**

vLex Justis

vLex Justis – a new way to access case law

12:45 – 13:05 **Sally Roberts**

Thomson Reuters

Will it be the Miss Marple or the Poirot

Method? Solve your [use] case with HighQ

13:10 – 13:30 **Mumtaz Hussain**

GlobalX

Court Docket Search

13:30 – 14:30 **BIALL Annual General Meeting** incorporating **Have Your Say** (aka Members' Forum)




 #AGM

Your opportunity to make comments or ask questions about BIALL

 #HYS

14:30 – 15:00 Refreshments and Exhibition

15:00 – 16:00 **Parallel Sessions 3**

3A  #3A	3B  #3B	3C  #3C
A new body, a new library	Too many cards on the table? Empowering end-users to find and evaluate information	Building student engagement brick by brick; using Lego® Serious Play® to explore subject engagement in HE <i>Limited to 15 delegates</i>
Greg Bennett Goldsmiths, University of London	Clare Brown Vable Ltd	Alan Wheeler Middlesex University

Provisional Programme 2020

Friday 12th June 2020 - Continued

- 16:00 – 17:00 **Special Interest Groups**
Academic Group, Knowledge Management Group
- 16:00 Registration Desk and Exhibition close
- 18:15 Coach departures
- 19:15 – 23:00 **Mystery of the Blue (BIALL) Train**
Sponsored by **v|lexJustis**
National Railway Museum, York
Coach departures from 22:00 – 23:00

Saturday 13th June 2020

- 09:15 – 13:30 Registration Desk and Exhibition open
- 09:30 – 10:30 **Plenary Session 6**
Mental health and wellbeing in the legal community
Ann Charlton - LawCare
Lloyd Rees - Freshfields Bruckhaus Deringer LLP
- 10:30 – 11:15 Refreshments and Exhibition raffle draws
- 11:15 – 12:00 **What can librarians learn from web sleuths?**
Lily Phillips – New Zealand Parliamentary Library
- Automation: is it the secret to success or survival?**
Mumtaz Hussain – GlobalX
- Making an impact with Sway**
Lucy Keating – Newcastle University Library
- 12:00 – 13:00 **Plenary Session 7**
Plus ça change: the relevance of librarians in a changing world
Claire Greening – Withers LLP
- 13:00 – 13:15 Formal closing followed by lunch



Delegates should note that all timings, session titles, and speaker details maybe subject to change. Please check the BIALL website for up to date information.

Parallel Sessions

To help you choose between parallel sessions more information is provided below. Delegates are asked to attend the whole of a parallel session and not to switch between them.

To reserve your place please complete the boxes provided on the Registration Form, ranking your choices in order of preference. Please note numbers for the parallel sessions are limited, in particular sessions 1C and 3C, and will be allocated on a first come, first served basis. If no sessions are selected it will be assumed that you **do not wish** to attend this part of the programme.

Thursday 11th June, 2020: 13:30 – 14:30

1A – The mysterious affair of business intelligence

Business intelligence is an exciting and quickly growing area in law firms. The skills needed for this work are a great match with more traditional legal research, making it a perfect extension for existing knowledge management services. In this session Felicity will unlock the mysteries of business intelligence in law firms, exploring what business intelligence means and giving you tips and techniques on how to develop and promote a business intelligence service line. She will talk you through how

they started and then developed the business intelligence service at Irwin Mitchell including upskilling their legal researchers and giving them the confidence to take on new ways of delivering research. Providing business intelligence research has the potential to raise awareness in the wider business of the skills that Knowledge Management professionals have and to give them an opportunity to contribute to the strategic direction of the firm.

IB – Making the case for legal tech

As law schools continually focus on ensuring their graduates are “practice-ready attorneys,” there is growing support for teaching students about law practice technology.

This session will define and explore the growth of law practice technology programs in law schools and discuss the role law libraries can (should?) play in supporting these programs. Because “law practice technology” might range from Microsoft Word to electronic discovery and blockchain, it is difficult to create and implement programs that engage users and are within a library’s expertise and budget.

An academic librarian will provide a case study on

how one US law school handles law technology programming, discussing topics covered, delivery methods, outreach and promotion, and successes and failures in their own experiences. This will be followed by a response on the UK experience both in law firms and legal education, and the pros and cons of having tech instruction in the law school as opposed to the workplace.

Participants will be encouraged to share their own experiences with law practice technology, and discuss whether this is something that should be in the purview of librarians to teach, and if so, whether it should be in the schools or in the workplace.

IC – Building student engagement brick by brick: using Lego® Serious Play® to explore subject engagement in HE

Limited to 15 delegates but repeated as 3C

Lego® Serious Play® (LSP) is a facilitated technique, designed to encourage reflective and creative thinking and improve communication in teams or groups. Within Higher Education it has been employed to explore different aspects of academia, from organisational change within institutions to how students communicate whilst collaborating on group projects.

Whilst playfulness and creativity are key to how the methodology works, the ‘core process’ involving posing a question, building models, sharing their meaning and collective reflection, are always present, creating the spine of the workshop.

The current LSP workshop will be a hands-on experience for participants, exploring the principles of LSP with relation to academic librarianship and supporting law students. All

participants will be required to build individually and share collectively, using narrative and metaphors to express their ideas. It is also a lot of fun and a great way of expressing new or pre-existing knowledge in an environment that is safe and supportive.

If you wish to take images of what you build during the session, please do. However, phone usage will not generally be encouraged and the work surfaces should ideally be kept free of all non-building materials.

LSP is for everyone. It is one of those rare learning opportunities where there really isn’t a wrong answer. What you build is the correct answer for you, so whether you’ve been playing with Lego for decades or have never previously played doesn’t matter.

2A – Weighing the evidence: how supporting nursing students enhances support for those studying law

We're often told that the skills needed for law and health librarianship coincide, and many of us move fluidly between the two. Based on over three years' experience managing a library providing services to both law and health students, this paper indicates techniques from health information, and particularly information literacy, that are useful for legal information provision.

Supporting students new to law or embarking on nursing degree apprenticeships, Andy found himself noticing parallels and similarities in their needs despite their learning contexts' apparent differences. What he learned from teaching information literacy to student nurses helped inform his practice with the law students.

Andy will be sharing his experience and what he has learned from this about:

- Understanding the needs of learners.
- Transferable information literacy techniques.
- Application of andragogical theory to teaching new professionals.
- Supporting professional programmes validated by regulatory authorities.
- Librarians' role in developing professional practice.

Attendees at this session will come away with ideas on how to engage new learners entering a profession, classroom management tips, and perhaps a different perspective on information provision.

2B – Identifying red herrings in American legal research

Navigating the deadlocked rivals and multi-layered jurisdictions of the American legal system can be reminiscent of solving the most complex of mystery stories. This session will highlight the vital clues to keep in mind when conducting American legal research, and identify common

red herrings that can derail the research process. Topics covered will include: understanding the jurisdiction of the Federal, state, and local law; differences in legal terminology that can affect research; and key resources for American legal research.

2C – The Mysterious Affair at Squire: using code-breaking games to deliver law library skills for students

The Squire Law Library designed and ran a series of popular escape room-style events, aimed at Masters and undergraduate law students, in December 2018 and March 2019. Designed to prompt participants to explore the full range of legal resources available to them, each group had 30 minutes to unlock a safe: relying on

legal databases, the library catalogue and print materials to decipher a six digit safe combination. This talk will reflect on the practicalities of running and promoting code-breaking events within the library and considers the benefits of this style of event in addition to, or instead of, more traditional law library orientations.

3A – A new body, a new library

Goldsmiths, University of London received its first set of law students in September 2019. Greg was hired a year earlier to build a law library from scratch. In this presentation he will discuss the key decisions and purchases that he made. Key factors that affected his decision-making were space (the small College library was already full), cost (his budget was certainly not limitless) and the fact that Goldsmiths was doing something brand new and the collection should reflect that.

In a time when many law librarians are having to rationalise their pre-existing collections in some way, Greg will discuss what he decided were must-haves to start a collection and what traditional sources he felt weren't necessary. His opinions were formed not least by having worked in a corporate law firm where everything in a collection needed ultimately to have some financial worth.

He will also discuss the role of a law subject librarian within the Law department and what are the key things he believes law librarians ought to be doing. He strived to be as embedded as possible from the beginning of the Law department, knowing that sometimes changing the way things are done is a lot harder than starting something new.

This presentation, will encourage delegates to pause and think about their collections and their roles – what is essential, what is a luxury and what directions ought they be trying to move in. Greg's suggestions will be largely anecdotal, based on his own experiences in setting things up at Goldsmiths, but his experiences will hopefully stimulate reflection from the listeners. He will include audience polling in the session to see how closely (or otherwise) the audience's views match with his own.

3B – Too many cards on the table? Empowering end-users to find and evaluation information

Library and information departments are integral to the success of the firm. We are instrumental in driving desirable outcomes for wider industry, clients, the organisation, our projects - right down to an individual or personal level. We are excellent at taking information to the heart of the organisation and can creatively breakdown and restructure resources.

Using use case scenarios based on real life examples Clare will explore how some organisations are coming up with solutions to face the challenges of unravelling information overload. This will enable a practical focus - with discussion - on:

Use Case 1: An unusual card game

- law firms spend a lot of money on getting the right information to the right people

- they need to capitalise on, and integrate new technology to be more efficient

Use Case 2: Applying the little grey cells

- quality information needs to be disseminated to the broadest possible audience.
- Filtering, searching, source management

Use Case 3: The surprising denouement

- social media is the key way to engage with a wider audience across many channels
- share information which you know will inform, excite, demonstrate your expertise

Delegates will take away practical hints and tips that will impress your management team and ensure that you are consulted on all things tech. As new use cases come to light this year, Clare will incorporate them into this discussion.

3C – Building student engagement brick by brick: using Lego® Serious Play® to explore subject engagement in HE

Limited to 15 delegates but repeated as 1C

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participants will be required to build individually and share collectively, using narrative and metaphors to express their ideas. It is also a lot of fun and a great way of expressing new or pre-existing knowledge in an environment that is safe and supportive.

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Booking & Accommodation Information

All inclusive registration fees - register early to qualify for the **Early Bird rate**

For Bookings BEFORE or ON Friday 3rd April 2020	Hotel	BIALL Member	Non Member
Pre-Conference Workshop		£75.00 + VAT = £90.00	£100.00 + VAT = £120.00
3-night Conference Package	Category A hotel	£800.00 + VAT = £960.00	£900.00 + VAT = £1080.00
3-night Conference Package	Category B hotel	£710.00 + VAT = £852.00	Not available
2-night Conference Package	Category A hotel	£700.00 + VAT = £840.00	£800.00 + VAT = £960.00
Day Delegate Rate		£325.00 + VAT = £390.00	£375.00 + VAT = £450.00


For Bookings AFTER Friday 3rd April 2020	Hotel	BIALL Member	Non Member
Pre-Conference Workshop		£85.00 + VAT = £102.00	£110.00 + VAT = £132.00
3-night Conference Package	Category A hotel	£900.00 + VAT = £1080.00	£1000.00 + VAT = £1200.00
3-night Conference Package	Category B hotel	£810.00 + VAT = £972.00	Not available
2-night Conference Package	Category A hotel	£800.00 + VAT = £960.00	£900.00 + VAT = £1080.00
Day Delegate Rate		£375.00 + VAT = £450.00	£425.00 + VAT = £510.00

What's included:

- The Pre-Conference Workshop fee includes attendance, lunch and refreshments.
- The 3-night Conference Package rate includes the 3-day attendance fees (Thursday – Saturday), 3 nights accommodation (Wednesday – Friday) refreshments and lunch daily, all social events including pre-dinner drinks, meals with refreshments and entertainment (where applicable). **Please note:** Dinner is not included on Wednesday.
- The 2-night Conference Package rate includes the 3-day attendance fees (Thursday – Saturday), 2 nights accommodation (Thursday & Friday) refreshments and lunch daily, all social events including pre-dinner drinks, meals with refreshments and entertainment (where applicable).
- The Day Delegate rate includes one day attendance fee, refreshments and lunch.

Booking & Accommodation Information

Social Events *(prices applicable to day delegates only)*

On Thursday 11th June 2020 at the DoubleTree by Hilton Harrogate - Majestic Hotel we have the President's Reception which will incorporate the BIALL annual awards and the Lexis Library Awards. This is followed by 'Endless Night' an evening event sponsored by Platinum Sponsor  LexisNexis. 'The Mystery of the Blue (BIALL) Train' evening event sponsored by Platinum Sponsor vLex Justis, will be held at the National Railway Museum, York on Friday 12th June 2020.

All evening event tickets include drinks, food and entertainment (if applicable), and can be purchased at the rates below. **Please note: if you are booking a Conference Package the evening social events are included.**

Thursday 11th June 2020 £50.00 + VAT = £60.00	Friday 12th June 2020 £60.00 + VAT = £72.00
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Additional Nights Accommodation

Accommodation can be booked for Tuesday and/or Saturday by contacting the Conference Organisers prior to completing the appropriate accommodation section on the Registration Form to request availability and price.

BIALL has negotiated rates with the hotels that are much lower than published rates. We recognise that it is sometimes possible to book a room using discount travel sites that can undercut our rate. However, if a reservation is made using these sites, we do not get credit for having booked your room. BIALL must pay for unused guest rooms, so as a result we will be responsible for costly penalties to our contracted hotels.

Booking Conditions

1. Each delegate **must** complete a Registration Form. Delegate registrations are issued for your personal use only and cannot be shared with any other person during the Conference. You may not purchase registrations as an agent for any third party or sell your registration to others, or exploit the registration commercially or non-commercially in any way.

The name and organisation details of all registered delegates will be placed on the Delegate List which will be passed to all attendees, including exhibitors, and any subventing body for them to see who is at the Conference for the purpose of networking and meetings. Delegates who do not wish to be included on the Delegate List should advise at the time of booking. Email addresses will only be included on the Delegate List with the consent of individual delegates.

2. An invoice will be raised on receipt of the completed Registration Form and payment may be made by one of the following methods:-

- **Credit Card** - Please provide your credit card details in the space provided on the registration form.
- **Cheque** - Please make cheques payable to BIALL and post to Sovereign Conference at the address shown below.
- **BACS** - **Account Name:** BIALL Conference Account
Bank Address: NatWest Bank Plc, Bristol Queen's Road Branch, 40 Queen's Road, Bristol, BS8 1RD
Account No: 29885175
Sort Code: 60-17-12
IBAN: GB84NWBK60171229885175 **Swift Code:** NWBKGB2L

Please submit a copy of the Remittance Advice to Sovereign Conference.

All invoices must be paid within 30 days of the invoice issue date or prior to the Conference commencement date, whichever is less.

3. Cheque payments must be made in pounds sterling (£). Payments received by Credit Transfers will be subject to a £10.00 fee to cover bank charges.
4. Cancellation up to **Friday 8th May 2020** carries a 50% cancellation fee and after this date or for 'non-attendance' at the Conference there is a 100% cancellation fee.
5. There is a financial penalty on the conference fees for all bookings received after **Friday 3rd April 2020**.
6. **No refund** will be given for any reason other than in condition 4.
7. The British and Irish Association of Law Librarians (BIALL) and Sovereign Conference will not be held responsible for any reason outside of their control should the Conference not be able to commence or be curtailed early.
8. BIALL and Sovereign Conference will not be held responsible for any loss or damage to personal items of any delegate or accompanying person or any other loss or injury caused to a delegate or accompanying person during or in connection with the Conference.
9. All delegates must register at the Conference Registration Desk on arrival. Details of registration times will be confirmed in the final delegate letter which will be forwarded before the commencement date of the Conference.
10. If at any time a non member replaces a member of BIALL on the registration, the additional fees will be charged.
11. BIALL and Sovereign Conference will not be held responsible for their inability to accept a booking for this Conference due to it being over subscribed.
12. Accommodation at the Conference hotel(s) is subject to availability. BIALL and Sovereign Conference will not be held responsible for any delegate not being able to reserve a room at the selected Conference hotel. All reservations must be made direct with Sovereign Conference.
13. BIALL and Sovereign Conference will not be held responsible for arranging any special diets, medical requests, etc, of delegates or accompanying persons but will endeavour to do so if these requirements are advised to Sovereign Conference at the time of booking.
14. Each delegate is responsible for settling their own 'extras', i.e. telephone calls, newspapers, bar charges, additional meals, etc, directly with the hotels.
15. All amendments, cancellations or substitutions **MUST** be received in writing to the Conference Organisers, Sovereign Conference before the commencement of the Conference.

Should you have any queries or require any further information please contact the Conference organisers:

SOVEREIGN CONFERENCE,

Seven Elms, Dark Lane, Astwood Bank, Redditch, Worcestershire, B96 6HB, ENGLAND.

Email: association@sovereignconference.co.uk

FOR OFFICE
USE ONLY:

CV AL NB

BIALL 2020 REGISTRATION FORM

A Registration Form must be completed by each delegate in **BLOCK CAPITALS** if hand written and forwarded to the conference organisers. *Please note* Total numbers at this meeting are limited and registrations will be dealt with on a first come, first served basis.

Full Name:

Job Title:

Organisation:

Address for Correspondence:

Please include Postcode:

Telephone No. Daytime:

Mobile:

E-mail:

Please tick the box if you consent to your email address being published in the Conference delegates list

BIALL Membership No:

DX:

Invoice Name & Address (if different to the one shown above): e.g. Law firm, service company etc

Please include Postcode:

PO Number (if applicable)

Please tick the boxes to confirm your requirements and insert the amount you are expecting to be invoiced

Pre-Conference Workshop £

3-night Conference Package – please tick accommodation preference, subject to availability

Category A hotel Category B hotel

2-night Conference package – Category A hotel only

Day Delegate – Please indicate which day(s) you will be attending

Thursday 11th June 2020

Friday 12th June 2020

Saturday 13th June 2020

Dinners - (for Day Delegate bookings only)

Thursday 11th June 2020 @ £50.00 + VAT per ticket

Friday 12th June 2020 @ £60.00 + VAT per ticket

Additional Nights Accommodation – (Please complete Accommodation section)

Number of nights _____ @ £ _____ per night

Total amount to be invoiced £

CREDIT CARD, CHEQUE AND BACS PAYMENTS ARE ACCEPTED – Please refer to point no. 2 of the Booking Conditions

Credit Card Payments

Mastercard Maestro Visa Visa Electron Switch Amex Diners

Card Number Card valid from Expires

Issue number CSC (last 3 digits on reverse of card or 4 on front for Amex) Name on Card

Payment of Invoice by Bank Credit Transfers

Payments submitted by Bank Credit Transfer will incur bank charges (please see Booking Conditions) which will be added to your invoice. Please tick the box to confirm you will accept any additional charges.

Next of Kin Please provide details in case of an emergency during the event

Name:	Telephone:
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Accommodation – Please tick the box(es) to confirm your requirements

<input type="checkbox"/>	Wednesday 10th June 2020	<input type="checkbox"/>	Thursday 11th June 2020	<input type="checkbox"/>	Friday 12th June 2020
<input type="checkbox"/>	Single Occupancy	<input type="checkbox"/>	Double Occupancy Room	<input type="checkbox"/>	Twin Occupancy Room

Additional nights (specify night(s)):

If you are booking a Double or Twin room for **shared** occupancy please advise the name of the additional person sharing. **Note:** it is not possible for the conference organisers to arrange shared rooms on your behalf.

Name of person sharing Double/Twin room is:

If you will be making your own accommodation arrangements, please tick this box

Special Interest Groups & Forums Please tick to confirm your attendance.

<input type="checkbox"/>	Thursday 11th June	<input type="checkbox"/>	Thursday 11th June	<input type="checkbox"/>	Friday 12th June	<input type="checkbox"/>	Friday 12th June
<input type="checkbox"/>	New Professionals	<input type="checkbox"/>	Irish Group	<input type="checkbox"/>	Academic	<input type="checkbox"/>	Knowledge Management

Parallel Sessions – please enter preference (i.e. 1st, 2nd, 3rd) in the boxes to confirm which session you wish to attend. (Please note there is no guarantee of your 1st choice)

Thursday 11th June, 2020			
13:30 – 14:30	1A	1B	1C
16:00 – 17:00	2A	2B	2C

Friday 12th June, 2020			
15:00 – 16:00	3A	3B	3C

Please tick if you would be willing to act as a Chair of a session at the conference

Food Allergies and Special Dietary Requirements (eg gluten-free, vegetarian, vegan, halal)

Special Requirements (eg mobility impaired, visually impaired, etc)

If applicable, please tick to advise if you are:

<input type="checkbox"/>	New Delegate	<input type="checkbox"/>	Overseas Delegate
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Buddy scheme:

<input type="checkbox"/>	Please tick if you wish to be assigned a buddy	<input type="checkbox"/>	Please tick if you are willing to be a buddy
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Please read and note the **Booking Conditions** prior to completing this form. **ALL** completed forms should be sent to the Conference Organisers, Sovereign Conference.

<input type="checkbox"/>	Please tick to confirm you have read and agree with the Booking Conditions.	Date	<input type="text"/>
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Follow the Conference buzz
#BIALL2020

BIALL

BRITISH & IRISH ASSOCIATION OF LAW LIBRARIANS

Annual Conference – Harrogate Convention Centre
Thursday 11th June – Saturday 13th June, 2020

Conference Organisers

Sovereign Conference, Seven Elms, Dark Lane, Astwood Bank, Redditch, Worcestershire B96 6HB England

Tel: +44(0)1527 893675 Email: exhibitions@sovereignconference.co.uk

Details will be available on the BIALl website: www.biall.org.uk