

## Call for Expressions of Interest to host the PRME UK and Ireland Regional Chapter Annual Conference in 2026



### **Background**

Thank you for considering being a future **Conference** host for the **PRME UK and Ireland Chapter**. Our conferences are a highlight of the Chapter calendar offering opportunities to advance scholarship, enhance and share practice and build community amongst responsible management educators, researchers, industry practitioners and students. Our conferences offer cutting-edge keynotes and panels from international experts whilst maintaining a friendly and collegial environment. They provide a showcase for the UK and Ireland Chapter-funded teaching and research initiatives developed from our annual competitions, as well as an opportunity to review the Chapter's activities at our AGM. Our conferences normally take place over two days, in late June or early July. In 2021 we added a one-day **Doctoral Colloquium** to the programme, held on the day before the main conference starts, and hosted by the conference host. Previous hosts have reported that holding our conferences has substantially added to the momentum behind PRME within their schools. We hope this briefing document will help you decide if being a host would be good for your institution.

The UK & Ireland PRME Chapter Foundation meeting was held in 2013 at Aston University, and was followed by our inaugural conference in Winchester in 2014. Since then, the conference has been hosted by Glasgow Caledonian University (2015), Nottingham University Business School (2016), Newcastle Business School, University of Northumbria (2017), Queen Mary, University of London (2018), the University of Leeds (2019), the University of Lincoln (2021), the University of Hull (2022) Aston University to celebrate our tenth anniversary in 2023, and the University of Exeter in 2024. Currently, we are looking forward to our 2025 conference, hosted by the [Queens University, Belfast](#).

## **Expressions of Interest**

Chapter member institutions that would like to host the 2026 conference are asked to submit an expression of interest by midnight on **Thursday 17 April 2025**.

### **Please note the following planning parameters**

1. Hosts are expected to be paid-up Chapter members i.e. to have paid their 2024 Chapter annual financial contribution in addition to their global signatory fee. See [here](#) to check if your 2024 chapter contribution has been paid or an invoice requested.
2. Any potential host should be willing and have the capacity to offer a conference in person, online and/or in hybrid mode.
3. The Chapter has always offered a conference with delegate fees kept as modest as possible to encourage inclusion (for a two day in person conference approximately £120)
4. For this reason the host of the conference is expected to provide conference venues, IT facilities including IT support for any online element of the conference, and conference organising free of charge to both the Chapter and delegates.
5. The Chapter is able to subsidise other costs to maintain delegate fees at a modest level. The actual delegate fees in 2024 will only be determined on the provision of a detailed budget by the host nearer the time of the conference, and a budget is **not** expected at the time of submitting an Expression of Interest.
6. The delegate fees, covering costs of catering and other out of pocket expenditure, are always paid to the Institution directly by delegates. So the host needs an online shop or equivalent able to facilitate this.
7. At the end of the conference, a full statement of income and expenditure is expected from the host on the basis of which any agreed subsidy will be paid by the Chapter to the host.
8. The host is expected to provide details of a range of accommodation options to delegates, whether in their own estate or beyond. To make the conference as inclusive as possible, and particularly with doctoral students in mind, the Chapter favours hosts able to offer student rooms at modest rates as one of these options.
9. The Chapter offers Guidance on Hosting Accessible Events to assist members when hosting Chapter events. The Chapter will expect conference hosts, once appointed, to engage with this guidance and offer a conference consistent with our expectations.

### **Eols should come in two parts:**

1. A letter from the Dean / Head of School confirming the desire to host the conference and on the financial basis outlined above.
2. A completed template with further information (see page 3)

## Timing

17 April 2025 (midnight) – deadline for submission of Expressions of Interest

13 May 2025 (afternoon) – online discussion appointments with shortlisted institutions

19 June 2025 – announcement of 2026 host at the University of Belfast Conference

## Further Information and submission of Eoi

We hope this briefing document will help you decide if being a host would be good for your institution. If you would like an informal discussion on any aspect of hosting the UKI PRME conference in advance of submitting your Expression of Interest, please contact the Chair **Professor Natascha Radclyffe-Thomas** via our Secretariat.

Completed Expressions of Interest should be emailed to our Secretariat (PRME@bcu.ac.uk) and copied to our Secretary Dr Karen Cripps (kcripps@brookes.ac.uk) by **midnight BST on 17 April 2025**. Please title your email **Eoi PRME Chapter UK and Ireland Conference Host 2026**. Please check that you receive a confirmation from us that we have received the application, and get in touch with us if not.

**With thanks for your interest in hosting our conference, from all on the Chapter Steering Committee.**

**See next page for Proforma to complete when submitting your Expression of Interest.**

**UK & Ireland PRME Regional Chapter  
Expression of Interest (Eoi) to Host Annual Conference in 2026**

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| Name of Institution:                                                                                                                                                                                                                                                                                                                                                                                                      |
| Confirmation of PRME UK & Ireland Chapter contribution paid for 2025: YES/NO<br>Confirmation of PRME Global Signatory Fee paid for 2025: YES/NO                                                                                                                                                                                                                                                                           |
| Name of Academic Lead Person for Conference:<br>Role and Contact Details (Email/Telephone):                                                                                                                                                                                                                                                                                                                               |
| Name of Dean / Head of School:<br>Contact Details (Email/Telephone):                                                                                                                                                                                                                                                                                                                                                      |
| Motivation for hosting the conference (please explain both the contribution you seek to make to PRME and the benefits you seek internally – maximum 300 words):                                                                                                                                                                                                                                                           |
| Suggested theme (and streams/strands) for the conference and how these relate to your institutional priorities (maximum 200 words):                                                                                                                                                                                                                                                                                       |
| Outline the main attractions (e.g. academic, location, conference infrastructure) of your Institution as conference host (maximum 300 words):                                                                                                                                                                                                                                                                             |
| Brief description (maximum 300 words) of available physical and virtual facilities (including IT support):                                                                                                                                                                                                                                                                                                                |
| Outline (150 words maximum) of available accommodation options and indication of current costs (£pppn)                                                                                                                                                                                                                                                                                                                    |
| Names/roles of likely internal organising committee members (indicating those who have previously attended a PRME UK & Ireland conference):                                                                                                                                                                                                                                                                               |
| Discussed with, and approved by the Dean / Head of School (provide details):                                                                                                                                                                                                                                                                                                                                              |
| Confirmation that the academic lead has the time/capacity to coordinate all aspects of the conference<br>(This covers coordination with internal events and comms teams, as well as with UK & Ireland PRME Chapter. The academic lead will also be invited to join the Chapter Steering Committee for the period prior to the conference to ensure good understanding of Chapter priorities in advance of the conference) |