

**Sixth High Level Forum on  
United Nations Global Geospatial Information Management**

**Changing the World - Geospatially**

Royal Holloway College, University of London,  
Windsor, United Kingdom  
20-22 April 2020

# **Information Note**

**(18<sup>th</sup> December 2019)**

**Organized by**

The United Nations Committee of Experts on  
Global Geospatial Information Management (UN-GGIM)  
in collaboration with  
Ordnance Survey of Great Britain

This information note has been compiled to assist you in the preparation for your travel to Windsor, United Kingdom to participate in the Sixth High Level Forum on United Nations Global Geospatial Information Management.

## A. INTRODUCTION

The United Nations Committee of Experts on Global Geospatial Information Management (UN-GGIM), in collaboration with the Government of United Kingdom of Great Britain and Northern Ireland through Ordnance Survey of Great Britain will convene the **Sixth High Level Forum on United Nations Global Geospatial Information Management at the Royal Holloway College, University of London, Windsor, United Kingdom from 20-22 April 2020.**

The Sixth High Level Forum will be a global event that seeks to bring together stakeholders at the highest level to address and ensure that geospatial information has its widest and fullest use in service of social, economic and environmental development. With the theme ‘Changing the World – Geospatially’, the Forum aims to pay particular attention to the role of emerging geospatial technology and innovation in implementing the Sustainable Development Goals (SDGs) and also aims to substantively help to improve and strengthen the national geospatial information management capacities of all countries, to enable them to use evidence-based policy and decision making to implement the 2030 Agenda.

An objective of the Forum will be to discuss the integration of geospatial knowledge, platforms and services to facilitate informed decision making, empowering people for better sustainable management and development of the Earth’s finite resources, drawing on the Integrated Geospatial Information Framework and the revised Future Trends report.

This Sixth UN-GGIM High Level Forum will have the substantive support from each of the five Regional Committees of United Nations Global Geospatial Information Management (UN-GGIM: Americas, UN-GGIM: Asia Pacific, UN-GGIM: Africa, UN-GGIM: Arab States UN-GGIM: Americas, UN-GGIM: Arab States, UN-GGIM-AP, and UN-GGIM: Europe), as well as the UN-GGIM Private Sector Network, the UN-GGIM Academic Network, the UN-GGIM Geospatial Societies, and the UN System Network.

Additional information will continually be available at:

[http://ggim.un.org/meetings/2020/6th\\_HLF](http://ggim.un.org/meetings/2020/6th_HLF)

## B. ADMINISTRATIVE ARRANGMENTS FOR THE FORUM

### 1. Programme Outline

The Sixth High Level Forum will extend over three days (20-22 April 2020). The third day will be a joint day with the Cambridge Conference, the quadrennial meeting of national mapping, geospatial and cadastral agency leaders that takes place from 22-24 April 2020. The overall proposed programme for the Sixth High Level Forum is shown in the table below.

	Mon 20 <sup>th</sup> April HLF Day 1	Tue 21 <sup>st</sup> April HLF Day 2	Wed 22 <sup>nd</sup> April HLF Day 3 and CC Day 1 <b>(EARTH DAY)</b>	Thu 23 <sup>rd</sup> & Fri 24 <sup>th</sup> April CC
<b>Focus</b>	<b>Geospatial Policy and Trends to Achieve the Global Development Agendas</b>	<b>Implementing the Global Development Agendas - Geospatially</b>	<b>Leadership Focus: Global Urbanization – a National Challenge</b>	<i>Cambridge Conference Programme</i>
<b>Session 1</b> 09:00-10:30	Opening Session and Keynote	The Integrative Nature of Data	Sustaining our Environment	<i>Leaders of national mapping, geospatial and cadastral agencies focus on solving their challenges on role, communicating their benefit, and capitalising on changing technologies</i>
<b>Session 2</b> 11:00-12:30	The Geospatial Landscape	Implementing the IGIF: Pathways Parallels	Climate Change and Urbanization - Senior Executives Perspective	
<b>Session 3</b> 13:30-15:00	Integrated Geospatial Information Framework (IGIF)	Achieving Economic Prosperity	Climate Change and Urbanization – Meeting the Challenge	
<b>Session 4</b> 15:30-17:00	Future Trends: Beyond Tomorrow	Impacting Social Development	Closing Session and Windsor Declaration	
<b>Evening</b>	Reception	UK Geospatial Showcase		

\*PLEASE NOTE: The proposed programme is subject to change and participants are encouraged to periodically visit the UN-GGIM HLF website -[http://ggim.un.org/meetings/2020/6th\\_HLF/](http://ggim.un.org/meetings/2020/6th_HLF/) for updates.

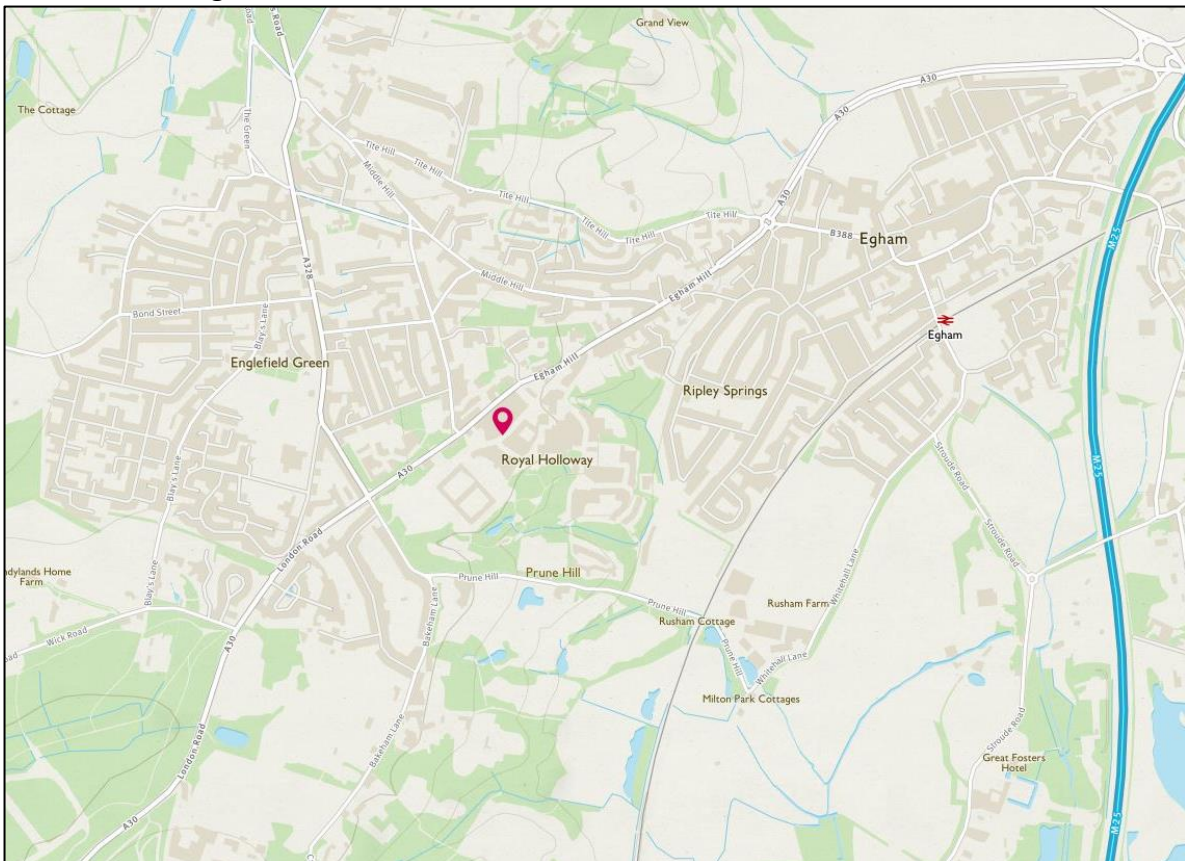
## 2. Language

The Sixth High Level Forum on United Nations Global Geospatial Information Management will be conducted in English. No interpretation services will be provided.

## 3. Venue

The Forum will be held at Royal Holloway College, a constituent college of the University of London, United Kingdom. The address of Royal Holloway College is:

Egham Hill,  
Surrey TW20 0EX  
United Kingdom



Further information and an interactive map:  
<https://osmaps.ordnancesurvey.co.uk/51.42481,-0.56674,7/pin>

## 4. Registration

The High Level Forum is open to a diverse group of geospatial leaders, stakeholders and users from all sectors, including national and international geospatial agencies and systems; academia; private sector and industry; and civil society. All participants are required to register online using the link of the Sixth High Level Forum on UN-GGIM at the host's website. <https://www.unggim6hlf.org/unggim6hlf/>. Registration is a two step process; step one is an expression of interest to participate and step two is full registration.

All interested participants are encouraged to submit their expression of interest to participate as early as possible but no later than **3rd April 2020**.

**Step one:** completion and submission of the form which indicates your intent to participate in the Sixth High Level Forum. *Note this is an expression of interest to participate.* The UN-GGIM Secretariat, on receipt of your expression of interest to participate, will consider your request and upon successful verification interested participants will be notified by email to proceed to submit full registration information.

**Step two:** proceed with full registration process. After your full registration is completed, a registration confirmation will be sent to you by email. Please note that the registration confirmation is required upon arrival at Royal Holloway College for on-site registration. Your confirmation email will also be required at the registration counter at the Forum venue to obtain your delegate badge.

On-site registration will commence from 08:00 a.m. on 20 April 2020 and will remain open in line with the Forum programme times.

For identification reasons, all participants are requested to wear their badges at all times throughout the Sixth High Level Forum. The loss of a name badge should be communicated to the Registration counter located at the Forum venue so that a new one can be issued immediately.

Should you have any inquiries about registration, please contact the host by email at [unggim6hlf@livegroup.co.uk](mailto:unggim6hlf@livegroup.co.uk)

**Registration:** <https://www.unggim6hlf.org/unggim6hlf/>

## C. GENERAL INFORMATION

### 5. Immigration Requirements

#### Passports:

Travel to the United Kingdom requires passports to be valid for at least six months upon the date of entry.

#### Visas:

A visa may be required to visit the United Kingdom and participants are advised to refer to the Government of the United Kingdom's visa information service prior to commencing their travel: <https://www.gov.uk/visit-uk-business-trip>

As part of the registration process, a template visa application letter will be made available to participants. Please note that applying for a visa will remain the responsibility of participants.

### 6. Hotel Accommodation

Every delegate is responsible for arranging their individual accommodation and hotel reservations. A list of suggested hotels is provided below. Please note that a credit card is normally required to make a reservation. Kindly note that Cambridge Conference 2020 participants will be placed in the De Vere Beaumont hotel as shown in the table below and as such if you are expecting to attend both events you are encouraged to take this into consideration when making your hotel reservation for the Sixth High Level Forum.

#### List of Hotels close to the venue:

*\* Rates as of December 2019 and are subject to change*

Hotel	Rate per night	No. of Rooms	Distance to Venue
<a href="#">Great Fosters – part of the Alexander Hotels Collection</a> Stroude Road, Egham, Surrey TW20 9UR Tel: +44 (0)178 443 3822	From £235	41	1.8 miles/ 2.9 km
<a href="#">Coworth Park</a> Blacknest Road, Sunningdale, Ascot SL5 7SE Tel: +44 (0)134 483 8160	From £405	70	3 miles/ 4.8 km
<a href="#">De Vere Beaumont</a>	From £145	414	2.2 miles/

Burfield Road, Old Windsor, Windsor, SL4 2JJ Tel: +44 (0)175 364 0000			3.5 km
<a href="#"><u>The Runnymede on Thames Hotel and Spa</u></a> Windsor Road, Egham TW20 0AG Tel: +44 (0)178 422 0600	From £200	180	2 miles/ 3.2 km
<a href="#"><u>The Swan Hotel</u></a> The Hythe, Staines-upon-Thames, Staines TW18 3JB Tel: +44 (0)178 445 2494	From £140	15	2.5 miles 4.0 km
<a href="#"><u>Wheatsheaf Hotel</u></a> London Road, Virginia Water GU25 4QF Tel: +44 (0)134 484 2057	From £85	9	1.5 miles/ 2.4 km
<a href="#"><u>Premier Inn Staines Upon Thames</u></a> 90-106 High Street, Staines TW18 4DP Tel: +44 (0)178 477 2970	From £30	155	3 miles/ 4.8 km
<a href="#"><u>Travelodge Windsor Central</u></a> 34 King Edward Court, Windsor SL4 1TG Tel: +44 (0)871 984 6331	From £56	113	6 miles/ 9.7 km
<a href="#"><u>Travelodge Egham</u></a> Church Road, Egham TW20 9HZ Tel: +44 (0)871 559 1866	From £46	80	1 mile/ 1.6 km
<a href="#"><u>Travelodge Langley</u></a> 399 London Rd, Slough SL3 8PS Tel: +44 (0)871 559 1844	From £47	57	8.6 miles/ 13.8 km
<a href="#"><u>Travelodge London Heathrow Terminal 5</u></a> Calder Way, Horton Rd, Slough, SL3 0AT Tel: +44 (0) 871 984 6353	From £25	297	5 miles/ 8 km
<a href="#"><u>Premier Inn Slough</u></a> Uxbridge Rd, Slough SL1 1SU Tel: +44 (0)333 321 8867	From £30	128	7 miles/ 11.3 km

## 7. Airports

### Heathrow International Airport:

Heathrow is the second busiest airport in the world. Over 80 airlines fly from Heathrow to over 180 locations worldwide, carrying over 72 million passengers and 1.4 million tonnes of cargo each year. Heathrow has five terminals. The airport provides a wide range of facilities including those for business, children and disabled travellers.

#### Address

Longford, Hounslow  
Terminal 2: TW6 1EW  
Terminal 3: TW6 1QG  
Terminal 4: TW6 3XA  
Terminal 5: TW6 2GA

#### Airport Telephone Numbers

Within UK: +44 (0)844 335 1801  
Outside UK: +44 (0)207 360 1250  
<https://www.heathrow.com/>

### Gatwick International Airport

Gatwick Airport has 2 terminals, serving roughly 41 million passengers a year, transporting them to more than 200 worldwide destinations. The airport provides a wide range of facilities including those for business, children and disabled travellers. There are plenty of coaches, taxis and regular trains, including the Gatwick Express. Alternatively, there are many airport parking companies and car hire providers nearby.

#### Address

Horley, Gatwick  
North Terminal: RH6 0PJ  
South Terminal: RH6 0NP

#### Airport Telephone Numbers

For both terminals: +44 (0)344 892 0322  
<https://www.gatwickairport.com/>

## 8. Transportation from Airports to Hotel

### i. By Taxi from Heathrow

<https://www.heathrow.com/transport-and-directions/taxis-and-minicabs>

### ii. By taxi from Gatwick

<https://www.taxi2airport.com/en/airport-transfers/gatwick-airport-taxi>

### iii. Uber

<https://www.uber.com/gb/en/>



## **9. Transport from Hotel to Venue**

Coaches will be provided to enable participants to transfer between both the De Vere hotel and from one central point in Windsor to Royal Holloway College. Additionally, the following options are suggested:

- i. UBER App
- ii. Taxi at the hotel

Information for two companies that provide taxi services are shown below.

- i. Windsor Cars Ltd  
01753 677 677  
<https://www.windsorcars.com/>
- ii. FiveStar Corporate Car Service  
01753 858888  
<https://5starwindsor.com/>

## **10. Dress**

Dress code for the event is the choice of the delegate but we suggest smart casual to business formal.

## **11. Drinking Water**

In most hotels, tap/faucet water is drinkable, if not, participants will see a sign indicating that the water is not suitable for human consumption. Additionally, most hotels provide bottled drinking water, which can also be purchased in food and beverage stores and many other shops.

## **12. Currency and money**

The unit of currency in the UK is the British Pound.

Credit or debit cards are a convenient way to pay for transactions. American Express, Visa and Master Card (among others) are accepted virtually everywhere in Windsor and the surrounding area. Apple pay is also widely used.

The best way to save on commission is to pay by credit card. When paying by card, the exchange rate is current and the maximum fee, depending on the issuer on the card.

### 13. Electricity Supply

The standard voltage supply in the UK is 230 volts and standard frequency is 50 Hz. Participants should bring 3-pin plug adaptors for electrical equipment. The power sockets are of type G.



### 14. Time

During the time of the Forum, the UK will be on British Summer Time which is one hour ahead of Greenwich Mean Time and Coordinated Universal Time (UTC).

### 15. Weather

Weather in the UK's capital varies constantly throughout the day, and although the temperatures are not usually extreme, it is common to rain, be sunny and cloudy on the same day.

Rain is frequent during the whole year, so it's a good idea to always carry an umbrella or raincoat when visiting the city. Although it rains quite often, it is often quite light which normally means that you will still be able to continue your activities.

For weather conditions in Windsor please refer to:

<https://www.bbc.co.uk/weather/2633842>

### 16. Safety

Foreign visitors to Windsor should not be overly concerned regarding safety although it is advisable to keep important items such as personal identification, valuable items and money in a safe place.

### 17. Emergency Numbers

The telephone number for medical emergencies in the UK is 999. Should such an event occur, please also contact as soon as is practicable the UN-GGIM Secretariat at any time.

Items lost and found should be reported to the conference registration desk.

Any other urgent enquiries should be made to the relevant points of contact in section 22 of this document.

## **18. Windsor United Kingdom**

Windsor is a historic market town on the River Thames in southeast England. The town is situated 21.7 miles (34.9 km) west of central London, 5.8 miles (9.3 km) southeast of Maidenhead, and 15.8 miles (25.4 km) east of the county town of Reading. It's home to Windsor Castle, a residence of the British Royal Family.

## **19. Royal Holloway College, University of London**

Today's Royal Holloway is formed from two colleges, founded by two social pioneers, Elizabeth Jesser Reid and Thomas Holloway. They were among the first places in Britain where women could access higher education. Bedford College, in London, opened its doors in 1849, and Royal Holloway College's stunning Founder's Building was unveiled by Queen Victoria in 1886 – it is still the focal point of the campus. In 1900, the colleges became part of the University of London and in 1985 they merged to form what is now known as Royal Holloway.

## **20. Tourist Options / General Information**

Windsor is home to Windsor Castle, a residence of the British Royal Family. Built by William The Conqueror in the 11th century, the castle was extensively remodelled by subsequent monarchs. The Duke and Duchess of Sussex, Prince Harry and Meghan Markle, were married at St George's Chapel in Windsor Castle in 2018. Public tours take in the State Apartments which contain opulent furnishings and paintings from the royal art collection.

Aside from the castle, Windsor Great Park is open to the public and comprises a 4,800 acre green space, home to many red deer. Savill Garden, created in the 1930s, has 35 acres of interconnected gardens and can also be found within the Great Park.

Windsor is also home to Eton College, where many of the country's politicians and past Prime Ministers have been educated.

Just situated to the North East of Windsor is the Colne Valley Regional Park, a 27,500-acre area of parks, green spaces and reservoirs alongside the River Colne and parallel Grand Union Canal. Established in 1965, the Colne Valley Regional Park was seen as an important area of land to preserve for leisure and recreation focusing on the string of gravel pits and reservoirs between Rickmansworth and Staines.

## **21. Places of Worship**

There are many places of worship in or close to Windsor, please see a selection of examples provided below:

Windsor Parish Church of St John the Baptist,  
The High Street  
Windsor,  
SL4 1LT  
<http://www.windsorparishchurch.org.uk/>

Masjid Al Jannah  
1 Stoke Road  
Slough  
Berkshire  
SL2 5AH  
<http://aljannah.org.uk/>

Guru Nanak Sat Sang Sabha  
31 Rutland Road  
Maidenhead  
Berkshire  
SL6 4HZ  
<http://www.maidenhead-gurdwara.org/about/>

BAPS Shri Swaminarayan Mandir  
105-119 Brentfield Road  
Neasden  
London  
NW10 8LD  
<http://londonmandir.baps.org/>

Athula Dassana International Buddhist Vihara  
114 Hounslow Road  
Feltham  
Middlesex  
TW13 6QB  
<http://www.athuladassanatemple.org/>

Maidenhead Synagogue  
Ray Park Road  
Maidenhead  
United Kingdom  
SL6 8QX  
<https://www.maidheadsynagogue.org.uk/#>

## 22. Points of Contact

### For substantive issues:

Mr. Greg Scott  
UN Statistics Division  
Phone: +1-212-963-8578  
Fax: +1-212-963-9851  
Email: [scott12@un.org](mailto:scott12@un.org)

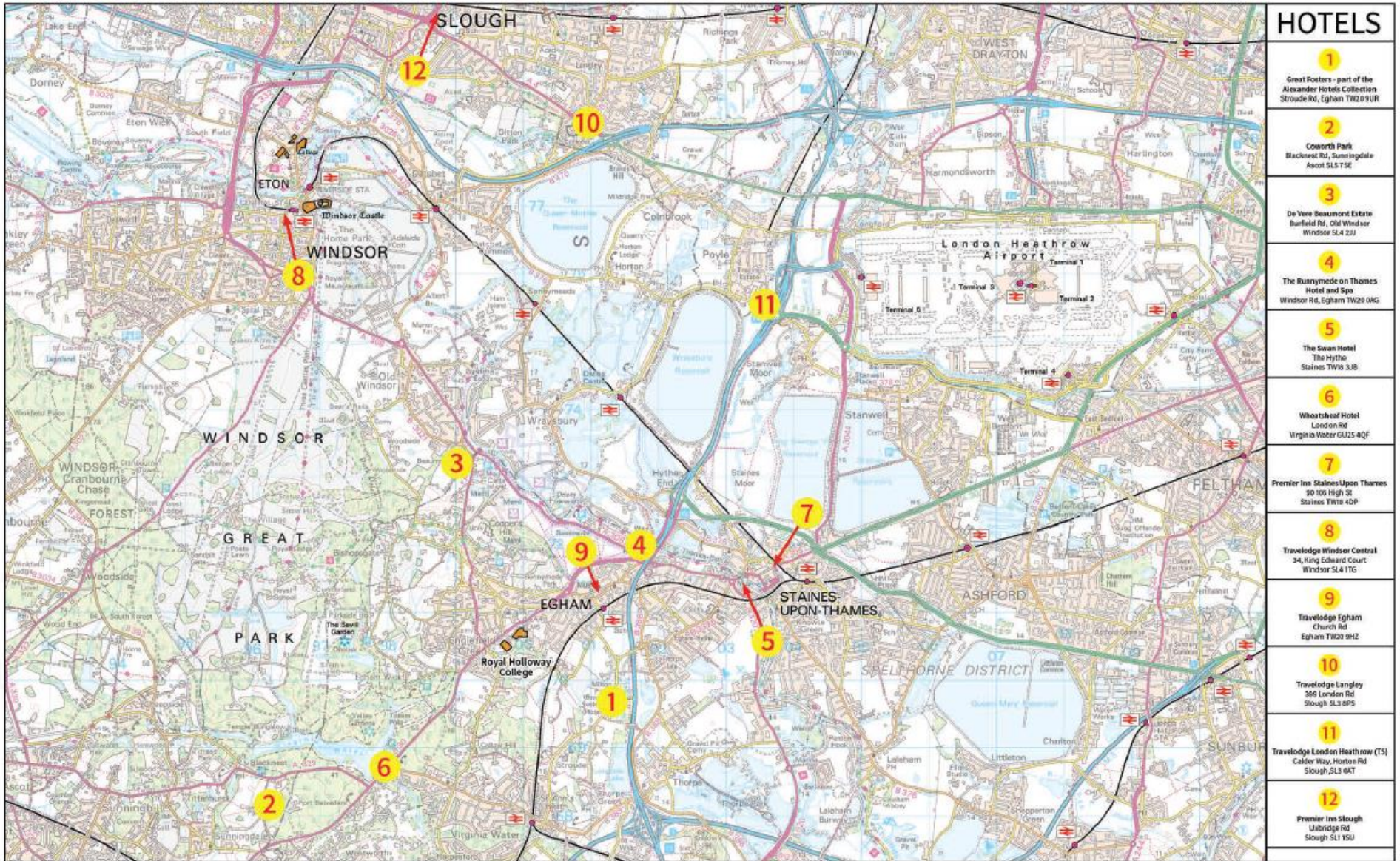
### For administrative matters:

Ms. Vilma Frani  
UN Statistics Division  
Phone: +1-917-367-2903  
Fax: +1-212-963-9851  
Email: [frani@un.org](mailto:frani@un.org)

### For registration matters:

Live Group (on behalf of Ordnance Survey)  
Email: [unggim6hlf@livegroup.co.uk](mailto:unggim6hlf@livegroup.co.uk)

# High Level Forum Suggested Hotels



## HOTELS

- 1 Great Posters - part of the Alexander Hotels Collection  
Stroude Rd, Egham TW20 9UR
- 2 Coworth Park  
Maclean Rd, Sunningdale  
Ascot SL5 7SE
- 3 De Vere Beaumont Estate  
Banfield Rd, Old Windsor  
Windsor SL4 2JU
- 4 The Bannymede on Thames  
Hotel and Spa  
Windsor Rd, Egham TW20 0AG
- 5 The Swan Hotel  
The Hythe  
Staines TW8 3JB
- 6 Wheatheaf Hotel  
London Rd  
Virginia Water GU25 4QF
- 7 Premier Inn Staines Upon Thames  
90 100 High St  
Staines TW8 4DP
- 8 Travelodge Windsor Central  
34, King Edward Court  
Windsor SL4 1TG
- 9 Travelodge Egham  
Church Rd  
Egham TW20 9HZ
- 10 Travelodge Langley  
365 London Rd  
Slough SL3 8PS
- 11 Travelodge London Heathrow (TS)  
Calder Way, Horton Rd  
Slough SL3 6AT
- 12 Premier Inn Slough  
Uxbridge Rd  
Slough SL1 1SU