

Event Planning Capabilities



Company Overview

Spacetime Development is an independent consultancy with over 20 years' experience supporting high-tech sectors with an emphasis on the space and satellite industry. Spacetime's services are engineering support, business development, bid writing, event planning and user experience.

Our Clients include the European Space Agency, Harwell Campus, Satellite Applications Catapult, the UK Space Agency, Oxford Space Systems, Bryce Space and Technology, and Space Store. Spacetime Development is a member of UKspace.

Event Planning Services Capability

Spacetime Development is ready and available to support both online and in-person events through end-to-end event management arrangements for your organisation across all sectors and business needs, specialising in:

- Event planning and scheduling
- Venue, catering and refreshment arrangements
- Bespoke and tailored registration process
- Invitation, reminder and joining instructions schedule
- Event marketing strategy across all mediums
- Key stakeholder engagement across a range of organisations including OxLEP, South and Vale and Vale of the White Horse District Councils, Harwell Campus, local Chambers of Commerce and professional bodies
- Delegate management
- Event day printing: Handouts, badges, etc.
- Full online event support to include event delivery platform
- Digital marketing collateral development from event recordings for further marketing and promotion through video capture, editing and post-production services
- Online event tech support
- Support for online or hybrid events through streaming services
- Connectivity support between event facilitators and delegates
- Wrap-up meetings

Differentiators

- Senior event management professionals with combined event planning experience across a range of event scenarios
- Availability of services within a month from event date
- Full event management from planning to delivery and follow-up
- Adaptability to your business needs
- Commitment to exceed our customers' expectations.

Event Professionals



Stephen Ringler
Managing Director

As Managing Director, Stephen is a seasoned event developer, manager, and executor with over 20 years of experience. His focus is on ensuring every event has its objectives and outcomes met. Steve's experience includes producing live events from small, intimate facilitated workshops to large scale events with 1000's of participants for clients such as Space Generation Advisory Council, Harwell Campus, and the European Space Agency.



Abigail Richings
Head of Events

Heading up the events team, Abi has over 15 years' experience within event management and delivery. Abi has a range of experience across public and private sector event delivery, bringing together stakeholders to strengthen connectivity and foster strong working relationships with those who are key to your businesses growth.



Helen Neal
Events Manager

As Events Manager, Helen has over 10 years of events experience ranging from networking lunches to vast scale festivals for Harley-Davidson owners! Event development and delivery are the ideal outlet for expressing her passion for bringing people together in environments that encourage collaboration, excitement and enthusiasm.



Luke Ward
Head of User Experience

Head of User Experience, is hugely talented and creative in getting the digital elements of your event just right! Working with a wide-range of mediums including graphics, videos, music, on the day tech support, Luke can make sure your event outcomes and subsequent marketing opportunities are fully capitalized.

Spacetime Development is fully equipped to take on the full management of your organisation's events, providing support with predictability of outcome and minimum disruption to existing operations.

Point of Contact

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