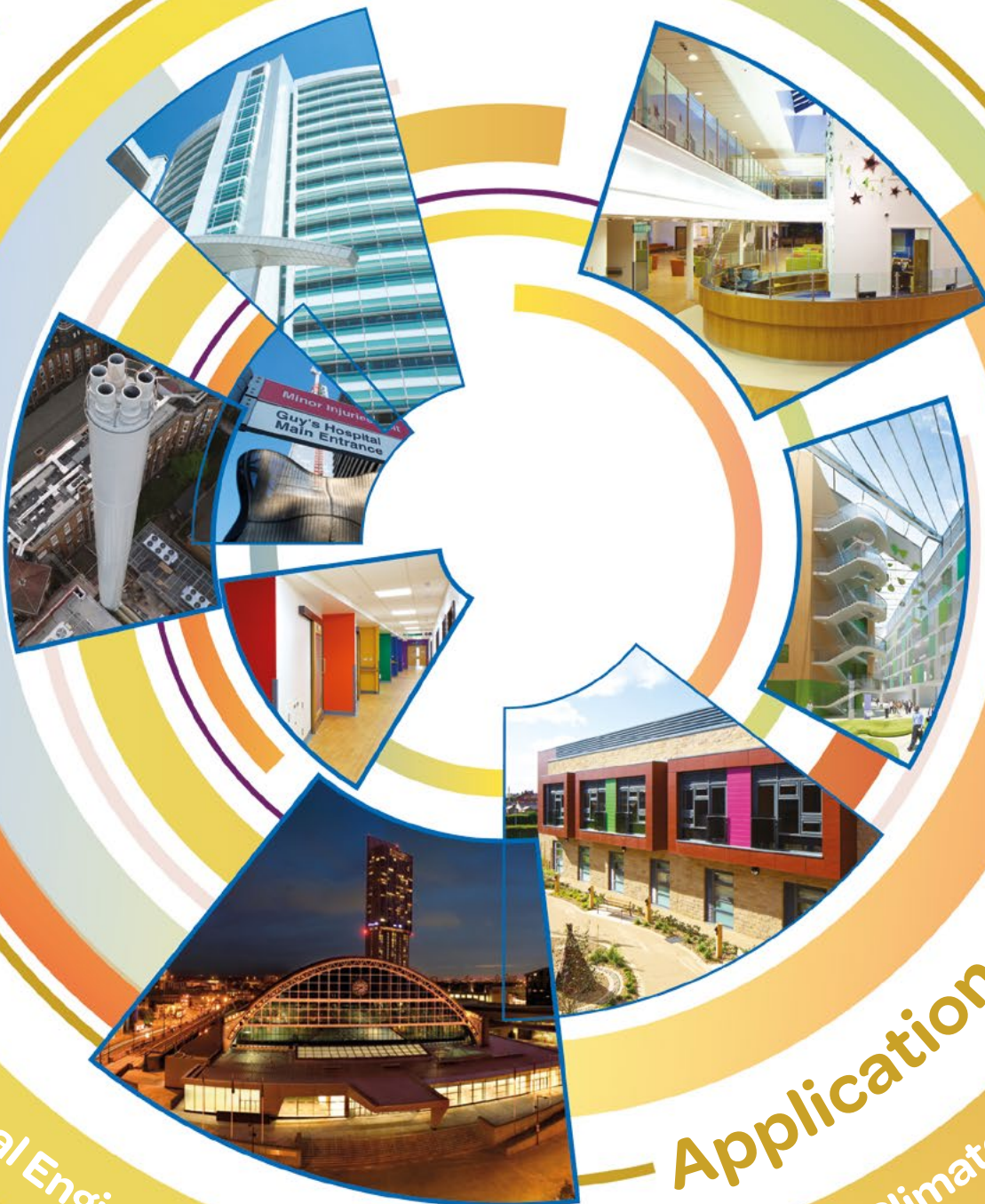


Congress 2018

Welcome to the UK



Application to Organise ...

'Hospital Engineering in the World of Economic and Climate Change'

Correspondence

International Federation of Hospital Engineering
2 Abingdon House
Cumberland Business Centre
Portsmouth
PO5 1DS

January 2014

Dear IFHE Council Members

IHEEM Application to organise 25th Congress in 2018

We refer to the email on behalf of the General Secretary of the International Federation of Hospital Engineering dated 10th December 2013 seeking applications from “A Member Organisations” to host the Congress in 2018. The Institute of Healthcare Engineering and Estate Management is pleased to take the opportunity to provide a written application to organise the 25th Congress in Manchester 2018.

IHEEM, with over 1613 members, currently holds an Annual Conference, the largest of its kind in the UK, which attracts 600 plus delegates and some 1400 visitors. IFHE can be assured that should IHEEM be successful the Congress will have technical papers and visits of an extremely high standard complemented by a social programme that will be diverse thus allowing visitors to sample the many attractions, both historical and modern in the locality. It is intended to hold the Congress during October, autumn in the UK, when those wishing to stay and explore the UK will be able to enjoy the natural beauty as the countryside makes way for winter.

IHEEM acknowledges the criteria for selection described in IFHE Standing Orders and in particular agrees to the terms of S.O.11.2 para g 1-5. Additional information required under S.O.11.3 is included within the application document.

We trust that this application will be given favourable consideration and we look forward to being invited to make a formal presentation at the Council meeting in Buenos Aires on 12th October 2014.

Yours faithfully

A handwritten signature in black ink, appearing to read 'G. Markham'.

Greg Markham BEng (Hons) CEng FIHEEM MIET MBIFM
President IHEEM

IHEEM Application to organise 25th Congress in 2018.

Contents

1.2 Additional Information as S.O.3	5
1.3 Curriculum Vitae – Greg Markham	6
1.4 Institute of Healthcare Engineering and Estate Management (IHEEM)	7
1.5 UK - Overview of the Healthcare System in England	8
2.0 Organisation of the Congress.....	11
2.1 Structure	11
2.2 Appointment of Professional Event Organiser.....	11
2.3 Congress City.....	12
2.4 Congress Venue	13
2.5 Proposed Technical Visits.....	15
2.6 Social Programme.....	17
2.6.1 Social Events (should this replace what was provided for 2.6?).....	18
2.6.2 Attractions, Activities & Excursions	19
2.7 Congress Timetable and Programme Timetable.....	20
2.8 Exhibition.....	21
2.9 Proposed Dates and Themes.....	21
3.0 Financial Aspects – City Support	22
3.1 Provisional Budget	24
3.2 Congress Fee	24
3.3 Hotel Infrastructure	25
3.4 Getting to Manchester	27
3.4.1 Flight Route Network.....	29
4.0 Letters of Support	30

1.2 Additional Information as S.O 11.3

- Institute of Healthcare Engineering and Estate Management, IFHE No A001
- Admitted as an IFHE A Member in May 1970
- Current number of members – 1613
- IHEEM's nomination to fill the office of Second Vice President and eventually President during the period 2014 – 2016 is Greg Markham (curriculum vitae enclosed at 1.3)
- Venue address and facilities, see 2.4
- Estimated number of delegates is 700
- Proposed Organisational Structure, see 2.1
- Hospital Engineering in a World of Economic and Climate Change
- A brief history of the area and healthcare services, proposals for technical visits, and social events are given at 1.5, 2.5, 2.6
- Declarations
 - The Congress is supported by the Council of IHEEM together with NHS Estates, Health Facilities Scotland, NHS Wales Shared Services Partnership – Facilities Services and Manchester Tourism and Conference Organisation
 - IHEEM will bear full financial responsibility for the Congress. A provisional budget has been prepared in conjunction with the partner Professional Congress Organisers, Stepex. The provisional budget takes account of the requirements detailed in SO 11.2 which includes the payment of a levy to IFHE of £15 for each delegate paying the full registration fee. IHEEM will host the IFHE Executive and Council meetings prior to the Congress at no cost to IFHE.

Estimates of the registration fee together with accommodation costs showing the affordability of attending the Congress in Manchester are shown in 3.2, 3.3



1.3 Curriculum Vitae

Greg Markham BEng (Hons) CEng FIHEEM MIET MBIFM

Greg was born and raised in Halifax, England and followed an indentured apprenticeship within the water industry. He progressed into maintenance engineering and successfully applied for an Estates Officer post within the newly formed Bradford Hospitals NHS Trust in 1990 where his healthcare engineering career began. He continued his academic studies through HNC and graduated with an honours degree in Building Services Engineering from the University of Central Lancashire in 1996.

Whilst at Bradford Hospitals, Greg progressed through to Project Officer, Senior Estates Officer and ultimately Maintenance Manager responsible for the Estates function supporting over 1,000 acute beds across two key sites. In 2002, an opportunity arose to join the private sector supporting a recently completed Private Finance Initiative (PFI) hospital in his home town of Halifax. This role developed into a regional role supporting other sites during construction in Manchester, Burnley and Hexham and other established hospitals in the group.

This led to Greg relocating to Swindon with Carillion to run the Estates Team in the Great Western Hospital (a 550 bed acute PFI site) and lead the mobilisation and operation of the specialist Oxford Radcliffe PFI site which included Head and Neck and Children's regional centres of specialised critical acute care. In time, Greg moved on to become Chief Engineer with Carillion covering wider disciplines in addition to healthcare and he has since continued to develop his career in the private sector, latterly with EMCOR as Technical Director. Here he provides technical leadership in this outsourced FM Company across a range of clients including some healthcare facilities plus, Atomic Weapons Establishment, National Air Traffic Control Services, British Aerospace, British Sugar and others.

Greg joined IHEEM in 1996 and registered as a Chartered Engineer in 1998. He has served on the Membership Committee since 1996, becoming Chair in 2009, has served on Council and is the current President of IHEEM serving his two year term from October 2012 through to October 2014, leading the IHEEM Council. His International interests have brought renewed focus to the International work of IHEEM and reinvigorated our support of IFHE.

Greg's qualifications are:-

Higher National Certificate in Electrical & Electronic Engineering
BEng (Hons) in Building Services Engineering

Greg is a member of the following professional bodies: -

Chartered Engineer
Fellow of the Institute of Healthcare Engineering and Estate Management
Member of the Institute of Engineering and Technology
Member of the British Institute of Facilities Management



1.4 Institute of Healthcare Engineering and Estate Management (IHEEM)

Introduction

IHEEM is a non-profit organisation founded in 1943 to bring Hospital Engineers together in a burgeoning Health Service, nationalised in 1948. It is now the foremost Institute for Engineers and Facility Managers working within the Health Service and Private Sector of the United Kingdom. IHEEM is a founder "A" Member of the International Federation of Hospital Engineering joining with five other countries to form the International Federation in May 1970.

IHEEM as a founder member of IFHE has always taken its role within that organisation seriously positively responding to requests to host and assist other member countries coming to the UK. Recently IHEEM has hosted study groups from Japan, welcomed Norwegian colleagues to its offices in Portsmouth and assisted a Malaysian delegation looking to update standards within their own Health Service.

IHEEM is actively involved with the IFHE Europe reviewing papers for, attending and speaking at its Conferences as well as leading Technical Committees.

IHEEM is a charitable company whose objectives are to promote for the public benefit the art and science of healthcare engineering and estate management so far as applicable to healthcare and to advance for the public benefit research, education and training.

IHEEM is independent of government, the NHS and commercial interests and protects its impartiality and objectivity.

As a charity for research, education and training the Institute commissions, 'for public benefit', seminars, training and educational events. Surpluses made from these events are passed through the Institute to be used to promote its charitable objectives.

The Institute has a Membership of 1613 individuals plus a number of corporate members. 12 Branches are located throughout the UK plus one in Hong Kong. Branches have their own technical programmes with the majority meeting on six occasions each year when either a technical talk is received or visits made to local companies.

IHEEM holds a very successful annual conference and exhibition which is regularly attended by over 1400 delegates and visitors with approaching 200 trade stands in the exhibition. Technical Seminars are provided to update members' knowledge on the latest Health Engineering technology and legislation.

IHEEM provides its members with a comprehensive journal which is published ten times a year.

IHEEM provides the Administration and Secretarial services for the International Federation of Hospital Engineering.

IFHE Digest

The Digest was the idea of Laurence Hadley, a past President of both IHEEM and IFHE. The publication was first produced in 2001 under the premise that members of IFHE had knowledge that could be disseminated around the world to the advantage of its membership.

In 2007 Andy Wavell took over this role and set about increasing both the quality and circulation of the publication. A new Publisher Step Communications was appointed; circulation has been increased to approximately 14,000 copies per year and most significantly the membership of IFHE now provide articles for all publications. In addition an income is generated for IFHE.



1.5 UK - Overview of the Healthcare System in England

Introduction

The NHS began in 1948. It is funded by taxation, free of charge (except in limited circumstances sanctioned by Parliament) with a fixed budget of over £100bn available to spend on services to the whole population. NHS services deal with over 1 million patients every 36 hours. The rights to which patients, families, carers, the public, and staff are entitled and the pledges that the NHS is committed to achieve, are set out in the NHS Constitution. A full Guide to the Healthcare System in England, which this paper summarises, can be viewed at:

<https://www.gov.uk/government/publications/the-health-and-care-system-explained/the-health-and-care-system-explained>

The service's original focus was the diagnosis and treatment of disease. Now it plays an increasing role in both preventing ill health and improving the physical and mental health of the population. Public health services and social care services, together with NHS services comprise the healthcare system in England. Separate arrangements are in place for the devolved administrations of Scotland, Northern Ireland and Wales.

System Overview

The Secretary of State for Health has responsibility to Parliament for the provision of health services. He works through the Department of Health to provide strategic direction for the NHS and wider health and care system and holds all of the system's national bodies to account, ensuring the parts of the system work properly together. The Department acts as 'system steward'. It is the only body with oversight of the whole health and care system. Its role includes, setting national priorities, securing and allocating resources, sponsoring national health and care system bodies (holding them to account for delivery of their role), creating and updating policy and legislative frameworks and accounting to the Parliament, and the public, for the effectiveness of the health and care system.

Commissioning Care

NHS England funds, oversees and supports the commissioning of services at a national level. It is accountable to the Secretary of State for Health for the performance of its functions and the delivery of the Mandate, which sets out the government's objectives for the NHS. NHS services are, in the main, planned and paid for by Clinical Commissioning Groups (CCGs), supported by NHS England. CCGs hold providers of NHS services to account, and CCGs are accountable to NHS England for how well they meet their population's needs. The NHS is required to fund the drugs and treatments that the National Institute for Health and Clinical Excellence recommends.

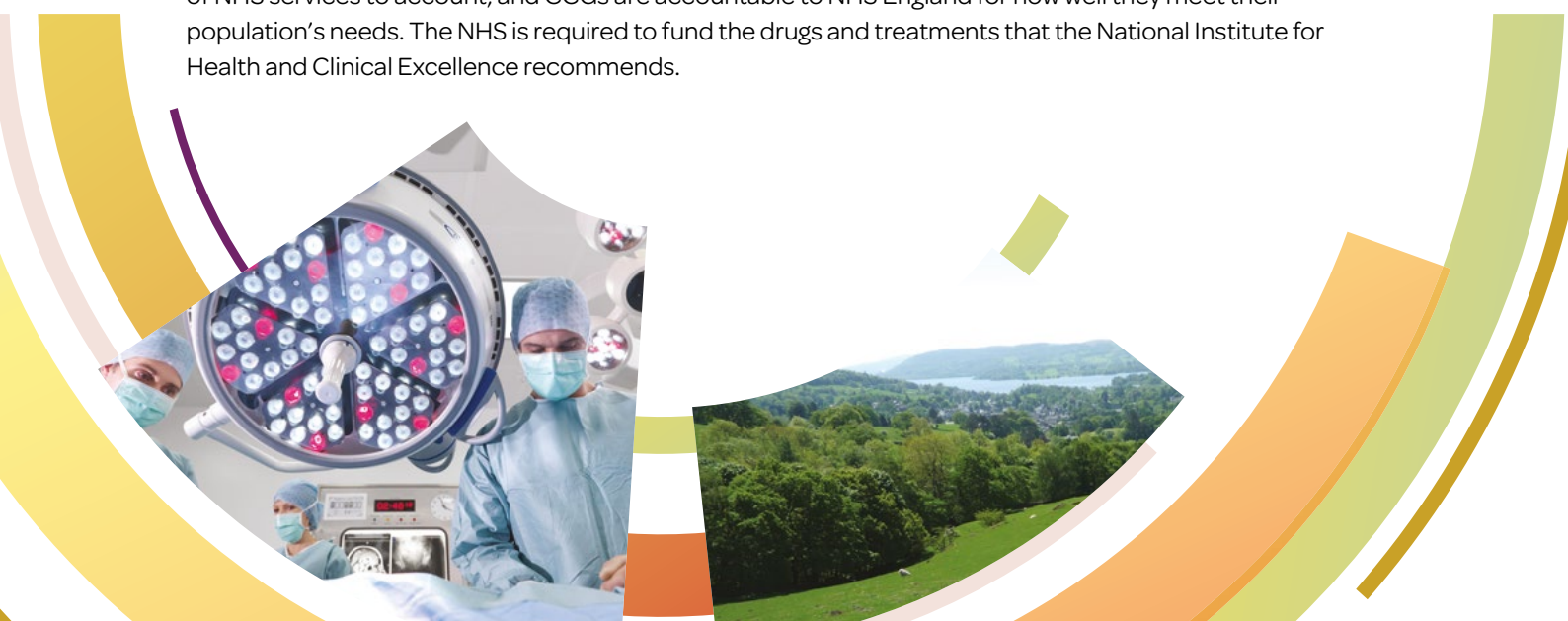
To enable local services to be planned in a coherent manner, Health and Wellbeing Boards bring together the bodies responsible for commissioning services that have an impact on health and wellbeing – such as NHS, Adult social services and children's services - with elected local authority members and a representative from the local Healthwatch organisation. Boards prepare an assessment of the health and social care needs of their local populations and a strategy for local services to meet those needs.

Providing Care

Providers of 'primary care' are the first point of contact for the public's physical and mental health and wellbeing concerns. These include general practitioners (GPs), but also dentists, opticians, and pharmacists. There are over 36,000 GPs in England, working in 8,300 practices. Community service providers provide intermediate care. The majority of NHS services, such as Hospital services for specialised, surgical or emergency care, belong either to an NHS trust or NHS foundation trust (FT). Each trust can have multiple sites. In FTs, the board of directors is directly accountable to their local population through their membership and council of governors. The public, patients, service users, their families and staff can join their local FT as members.

Safeguarding patients

Providers of NHS services are jointly 'regulated' by the Care Quality Commission - who ensure essential standards are met - and by Monitor (and the Trust Development Authority for non FTs) to ensure healthcare services are provided effectively, efficiently and economically, while the quality of services are maintained or improved. There are also specialist safeguarding bodies – such as the Medicines and Healthcare Regulatory Agency responsible for ensuring medicines, medical devices and blood components for transfusion meet applicable standards. Professional regulators – such as the General Medical Council for Doctors – is responsible for ensuring that health and social care professionals are providing safe care.



Empowering patient and local communities

The NHS is legally obliged to involve patients in the running of services. Healthwatch England provides national leadership, support and advice to local Healthwatch organisations who link with local authorities to support patient and public involvement in the commissioning, provision and scrutiny of local health and social care services. Healthwatch works independently through the Care Quality Commission and can make recommendations directly to the Secretary of State, NHS England, Monitor and local authorities to ensure the collective voice of patients has a direct route into decision making processes. Providers of care also have obligations to seek and deal with feedback and complaints from patients. Overall, The Parliamentary and Health Service Ombudsman can conduct independent investigations into unresolved complaints, including those about the NHS England, CCGs and the Department of Health. The Ombudsman is accountable to Parliament and is independent of government and the NHS.

Public Health

The planning and delivery of public health is different to that for NHS services. At a local level, local authorities are responsible for promoting healthy lifestyles and improving the health of the population in their area; and are accountable through local elections to their populations. Each local authority has a director of public health who is responsible in law for exercising public health functions of the local authority.

Local authorities are supported in this work by Public Health England, an operationally independent national agency which is directly accountable to the Secretary of State for Health. The main remit of PHE is to promote the improvement in the health of the general population and to carry national responsibility for protecting the public against major health risks.



2.0 Organisation of the Congress

The proposed structure for the Congress organisation is shown below. As the International Technical Platform Committee of IHEEM will be involved there will always be an IFHE representative available during the organisation period.

2.1 Structure



2.2 Appointment of Professional Event Organiser

IHEEM will use its own Conference Organising Committee together with Step Exhibitions, who will provide the Trade Exhibition and the team in Manchester who will deal with the venue, accommodation and travel arrangements. We hope to be able to offer simultaneous interpretations into German, French and Spanish for the international conference stream.

2.3 Congress City



Image: Located in Albert Square, Manchester Town Hall is one of the most iconic landmarks in the city. A Grade I listed building in a magnificent setting, steeped in a wealth of history, and definitely a jewel in Manchester's crown.



"Manchester is one of the UK's most diverse and cosmopolitan cities, attracting visitors with its fine traditions of sport, culture, music and top class events. With its welcoming attitude, varied tourist attractions, quality shopping and legendary nightlife,

Manchester can offer delegates a vast choice of excursions, partner programmes and pre and post conference tours."
Andrew Stokes
Chief Executive,
Marketing Manchester

2.4 Congress Venue

Manchester Central is an award-winning venue in the heart of one of Europe's most vibrant cities. With the capacity to handle intimate corporate functions and large-scale conferences or exhibitions, its historic architecture and state-of-the-art facilities provide the perfect venue for some of the world's leading events. Facilities include: the purpose-built 804-seat Exchange Auditorium; the 1,800m² exhibition, conference or 1200-capacity dining space Exchange Hall; the 10,000m². column-free and divisible Central Hall and a range of smaller state-of-the-art conference and meeting rooms. Manchester Central's philosophy is simple: provide world class facilities, teams and services. From traffic management to IT and AV support, from dedicated event managers to a hospitality team led by renowned chef Simon Firth MWMCS (Member of the World Master Chefs Society), Manchester Central is one of the most professional and versatile event spaces in the UK. Manchester Central has an enviable track record of hosting a wide range of tailor-made events, from intimate corporate meetings to large-scale, high profile international congresses and exhibitions. From political and association conferences to testimonial dinners, trade shows and corporate meetings, Manchester Central has the flexibility of space to meet all your event requirements in a unique city centre location.

VENUE OVERVIEW

DISTANCE FROM AIRPORT 10 miles	AIR CONDITIONING Yes – Full
DISTANCE FROM CITY CENTRE Located in the heart of the city centre	WIRELESS INTERNET Yes – free of charge to delegates, exhibitors and organisers.
NEAREST RAILWAY STATION Manchester Piccadilly – 1 mile	ADDRESS Manchester Central Petersfield, Manchester, M2 3GX
PARKING Yes - chargeable	WEBSITE W: www.manchestercentral.co.uk
ACCOMMODATION 2,500 rooms within five minutes walk	
ACCESSIBILITY Yes - full	



Spaces & Rooms

Manchester Central will provide unrivalled flexibility of space and quality of service.

Manchester Central offers three exhibition halls, a purpose-built convention auditorium, plus a suite of corporate facilities and breakout rooms, all interconnected on a compact site.

Manchester Central Spaces

1. Central Foyer

A light and airy modern foyer space on the front of the Grade II-listed building provides additional 1,280m² space for networking or additional exhibition stands. A moveable wall system creates six self-contained meeting rooms perfect for breakout sessions, meetings or workshops. Alternatively they can be taken down to leave 1,650m² of space.

2. Central Hall

The main exhibition space, Central Hall, provides a single column-free area that can be used for conventional exhibition layouts or for more unusual installations that utilise its height and character. It can also be subdivided to create two individual halls Central 1 and Central 2, each with organisers' offices, a dedicated entrance and cloakroom. The ceiling height and scale of the hall also allow it to be used simultaneously to provide exhibition space plus a seated auditorium for up to 9,000 delegates. The recently installed 'Mother Grid' also provides the latest AV technology and lighting.

3. Charter Foyer

The Charter Foyer is one of three main foyer entrances to the complex and offers exclusive networking facilities and additional circulation space for your event as well as flexible access to the main conference and exhibitions spaces.

4. Charter Suite

The Charter Suite is a collection of rooms that can be used individually or in combination for workshops, breakouts, small corporate events and crew catering. Charter 1, 2 and 3 can be combined to provide seating for up to 800 delegates theatre-style.

5. Exchange Auditorium

The 804-seat purpose built Exchange Auditorium provides state-of-the-art facilities capable of meeting the most sophisticated audio-visual requirements. The light and expansive foyers conveniently connect to a range of conference breakout rooms and a suite of organisers' offices with natural daylight.

6. Exchange Hall

Adjacent to the Exchange Auditorium, this 1,830m² space can be used for everything from trade exhibitions and event hospitality to conferences and large-scale banqueting.



2.5 Proposed Technical Visits

We propose to organise a complementary range of technical visits utilising our network of regional Branches to provide a wide and diverse range of opportunities to meet delegate requests. Manchester is centrally located within the United Kingdom and most regions are easily reached within 2 hours making many possible opportunities available. These could include: -

- Specialist healthcare facilities such as an Oncology Unit, Childrens Hospital, Orthopaedic Centre, Military Rehabilitation Centre etc. There are many recently constructed facilities available and several more planned to be complete by 2018
- Decontamination facilities, laboratory suites and pharmacy manufacturing centres
- A range of sustainable energy generation facilities including biomass, Combined Heat and Power and renewable energy installations
- Medical and engineering equipment manufacturing and research and development facilities
- Academic and historic medical museums and institutions

A more detailed and finalised list of opportunities will be available ahead of the proposed Congress. Some typical examples could include the following.





2.6 Social Programme

History, culture, art and leisure:

Situated centrally in mainland Britain, Manchester has a population of 2.5 million - a city with roots in ancient history which is now wonderfully cosmopolitan with its own unique character.

Friendly & welcoming:

The city's cheerful acceptance of newcomers makes each visit to Manchester a unique pleasure. Mancunian friendliness is legendary and an enthusiastic welcome is guaranteed!

Evenings in Manchester:

Music, leisure, and a unique industrial history

Manchester has a long and proud musical tradition and the spectacular Bridgewater Hall hosts the city's three orchestras and welcomes musical talent from all over the world.

Thirteen theatres host shows, operas, dance and drama and a wealth of smaller venues offer performances to suit all tastes. Chamber music, folk music, jazz, roots and drum & bass all have their place and even the buskers are worth hearing. 200 screens are available showing films around the city and a wide choice of nightclubs, bars, clubs and pubs includes John Shaw's Punch House dating from 1720, and the Briton's Protection, a genuine English public house with a warm and welcoming atmosphere.

Museums & galleries in Manchester:

Accessible culture

Manchester's attractions include the Imperial War Museum North, housed in an award-winning 'shattered' building and the amazing collections at the Museum of Science and Industry. Joining the Lowry, the Whitworth Gallery and numerous regional collections, is the Manchester Art Gallery.

John Ryland's Library has a number of works of note including the Gutenberg Bible. The city has earned an enviable reputation for fostering the talent of new artists whose work can be seen in numerous exhibition spaces throughout the city.

Buildings in Manchester:

Historical past and cutting-edge future

Victorian architecture dominates the city, although the city's medieval roots can be seen around the Shambles as well and in the 500-year-old Chetham's School and Library buildings. Today a new reputation is being built by bold and innovative local architects progressing one of the most ambitious regeneration programmes in Britain.

Sport in Manchester:

A history of famous sporting traditions

The fame of Manchester United Football Club is known throughout the world. The 'Theatre of Dreams' in Old Trafford allows visitors to learn more about the world-renowned football club.

Manchester also hosts international test cricket at Old Trafford, which is also home to Emirates Old Trafford, and is the site for the world's fastest racing track at the National Cycling Centre. The Etihad Stadium was the venue for the main events of the Commonwealth Games and the large sports complex is home to the GB Cycling, Squash and Taekwondo Teams. Across the region opportunities are available to take part in every sport imaginable from power-walking to paint-balling.

Dining in Manchester:

Traditional British with modern adaptations

Offering over thirty cuisines in numerous venues to suit every budget and featuring top chefs, the city includes some of the nation's finest traditional pubs and restaurants as well as the most modern of reasonably priced offerings.

Shopping in Manchester:

choice and value

Manchester offers shops featuring the latest creations of top designers and all of the UK's best known department stores, including Selfridges and Harvey Nichols, are within walking distance of the conference venue. In the northern part of the city cutting-edge designers sell top-end retail goods at a fraction of their original cost.

2.6.1 Social Events

Manchester is able to suggest a number of unique venues for the welcome reception, congress dinner and fringe events. We welcome discussions as to how Manchester can deliver a truly memorable event for all guests.

IHEEM will provide the most appropriate venues from those suggested to host its social events.

Manchester Town Hall



One of the most iconic landmarks in the city. Its magnificent setting, steeped in a wealth of history, adds a touch of grandeur to events.

Location: City centre
Capacity - banqueting: 350
Capacity - reception: 1000

Emirates Old Trafford



Lancashire County Cricket Club, a prestigious international cricket venue, is home to The Point, purpose-built to an extremely high specification.

Location: 2 miles from city
Capacity - banqueting: 840
Capacity - reception: 1000

The Monastery



Offering stunning architecture and a peaceful atmosphere, this hidden treasure is now one of Manchester's most unique and inspiring venues.

Location: 2 miles from city
Capacity - banqueting: 500
Capacity - reception: 1000

Manchester Cathedral



Offering an oasis amidst the bustle of the city, Manchester Cathedral offers some of the most breathtaking medieval spaces in England.

Location: City centre
Capacity - banqueting: 350
Capacity - reception: 1000

The Bridgewater Hall



Manchester's iconic and prestigious international concert venue located adjacent to Manchester Central Convention Complex

Location: City centre
Capacity - banqueting: 240
Capacity - reception: 1875

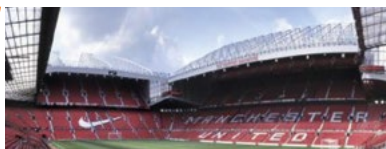
National Football Museum



The biggest and best football museum in the world provides a unique venue for entertaining conference delegates in Manchester.

Location: City centre
Capacity - banqueting: 240
Capacity - reception: 500

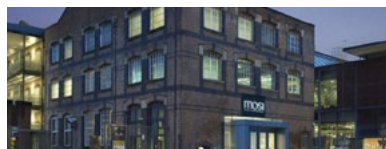
Manchester United Football Club



Renowned as home to the world's most famous football club, Old Trafford is one of the leading venues for banqueting in the UK.

Location: 2 miles from city
Capacity - banqueting: 950
Capacity - reception: 1110

MoSI (Museum of Science & Industry)



The Museum of Science & Industry offers an inspirational setting where guests can enjoy learning about Manchester's innovative history.

Location: City centre
Capacity - banqueting: 250
Capacity - reception: 450

2.6.2 Attractions, Activities & Excursions

Manchester's rich cultural and historical offerings present a range of exciting and engaging options for social activity, adding value for delegates and for all those accompanying them.

Options range from leisurely visits to the region's rich array of stately homes and gardens, to experiencing the vibrancy of the city and town centres.

We will offer itinerary suggestions for partner programmes, delegate free-time and any pre- and post conference tours.

To get up-to-date information about what is happening in Manchester today visit www.visitmanchester.com

Technical Tours

Manchester is keen to work alongside its key stakeholders to offer opportunities to tour key hospital sites, hospital construction sites research laboratories and scientific sites which would be of interest to visiting delegates.

Walking Tours

A great way to learn more about Manchester's history and heritage is to book a guided walking tour where a number of friendly, knowledgeable tour guides can offer a range of themed tours in English and other languages.

Museum Visits

Manchester has a huge variety of museums which are completely free to visitors including the Museum of Science & Industry (MoSI), The Lowry, People's History Museum, Manchester Art Gallery, and the National Football Museum.

Local

Football Tour

Tour of Manchester United Football Club and the National Football Museum.

The Quays

Manchester's waterfront destination including the Lowry Arts Centre, Imperial War Museum and MediaCity:UK.

The Trafford Centre

A shopping excursion to Manchester's huge out-of town shopping mall.

Mosi – Museum Of Science & Industry

Set on the site of the first ever passenger railway, MoSI brings to life Manchester's scientific innovations.

Quarry Bank Mill

A working 18th Century water-powered cotton mill set in beautiful country parkland in the Cheshire village of Styal.

Dunham Massey

The 17th century hall, gardens and park will transport you into Downton Abbey-esque Edwardian life.

Further Afield

Chatsworth House & Derbyshire

The ancestral home of the Duke and Duchess of Devonshire is set in the fabulous countryside of the Peak District.

Liverpool

A day trip to the Albert Dock UNESCO Heritage site, Beatles Museum, Maritime Museum and the TATE Gallery.

Cumbria & The Lake District

A region of incredible beauty famous for its stunning scenery, abundant wildlife and rich cultural heritage.

Chester & Cheshire

A delightful county bursting with heritage, picturesque canals and beautiful gardens. The Roman City of Chester offers an intriguing day out.

North Wales & Snowdonia

With wild landscapes and villages steeped in history, Snowdonia National Park is a breathtaking destination for short breaks.

London

Just over two hours from Manchester by train, London is one of the world's great cities and offers an endless choice of attractions.

Scotland

Scotland's legendary beauty, dramatic scenery and cultural scene has inspired generations of travellers.

2.7 Congress Timetable and Programme Timetable

Item	Date	Day Programme	Evening Programme	Social Programme
Arrival Day	Sat 6th Oct			
		Exco Members arrive	Dinner with IHEEM organising committee	Golf and/or other event
Pre Congress	Sun 7th Oct			
		Exco Committee meeting	Informal drinks and networking opportunity for arriving council members	Local tour for Exco partners and arriving council members and partners
Pre Congress	Mon 8th Oct			
		IFHE Council meeting	Drinks Reception at the Manchester Town Hall	Day time visits for accompanying partners
Congress Day 1	Tues 9th Oct			
		Opening Ceremony Plenary Session Congress Technical Sessions	Informal Drinks reception in the Exhibition Hall	Day time visit
		IFHE Europe Council Meeting	Congress Gala Dinner	
Congress Day 2	Weds 10th Oct			
		Plenary Session Congress Technical Sessions IFHE General Assembly		Day time visits
Post Congress 3 & 4	Thurs 11th & Fri 12th Oct			
		Complementary Technical, Social and Cultural visits arranged throughout the UK by IHEEM Regional Branch Network		

2.8 Exhibition

A concurrent trade exhibition will take place and it is expected that there will be in excess of 200 companies showing their products and services.

2.9 Proposed Dates and Themes

It is proposed to hold the Congress 9 & 10 October 2018, an ideal time to participate in the Congress – as well as for sightseeing and touring.

The provisional theme for the Congress will be: “Hospital Engineering in a World of Economic and Climate Change”.



3.0 Financial Aspects – City Support

Manchester's Partnership Approach

Manchester recognises that excellent events do not just happen; we work in partnership to create them. The city's experience of hosting diverse events, from the Commonwealth Games to large scale party political conferences and international medical congresses, has taught us that it is only through working together that we can exceed expectations, achieve ambitions and excite and delight visitors.

Visit Manchester

Visit Manchester is the official convention bureau for the Greater Manchester region. As a division of Marketing Manchester, its role is to develop the Manchester city-region into a leading leisure, learning and business destination for domestic and international visitors.

It will work side-by-side with the Institute of Healthcare Engineering and Estate Management to deliver a world-class scientific congress in 2018.

Visit Manchester has developed strong working relationships with over 400 partners across the city region. Extensive knowledge of Manchester and relationships with the region's best hotels, conference venues, restaurants, bars and service providers, enables us to assist organisations hosting conferences in the city every step of the way.

Included in the support services Manchester will offer are:

- Expert local knowledge
- Accommodation booking (in collaboration with the professional conference organiser)
- Venue sourcing
- City dressing such as banners and signage
- Marketing and promotional support
- Partner programmes, excursions and pre-post event tours.
- Attendance at planning and committee meetings
- Delegate welcome and information point

Financial Support

The City of Manchester operates a civic funding scheme which offers financial assistance to support associations in the delivery of highly successful meetings.

IHEEM has opened discussions with the City of Manchester and will be formally applying for an award in the region of £20,000. Together, we are exploring ways civic funding will support and develop certain elements of the programme and achieve the meeting objectives. Both IHEEM and the City have shared objectives to use an award in innovative ways to ensure a world-class scientific conference which is a huge success and leaves a positive legacy for hospital engineering in Manchester and the UK.

Free City Wi-Fi

Conference participants can keep connected during the Congress by accessing free Wi-Fi in a host of city centre locations.

Manchester Central, the conference venue, offers free high-spec Wi-Fi to all delegates and exhibitors. Free city-wide public internet access is designed for those on the move- providing up to 30 minutes access to the internet through the FreeBeeMcr network. Unlimited access to public information websites is provided, such as to visitmanchester.com

Support With Air Travel

Visit Manchester works in partnership with Manchester Airport Group (MAG) and would be delighted to work with the organisers to investigate potential airline support, with the objective to provide discounted airfare for participants and complimentary tickets or upgrades for speakers and/or VIP's.

We would be happy to collaborate with the Star Alliance network for the Congress in Manchester. The Convention Plus Programme offers savings of up to 20% on travel within the Star Alliance network, serving 1,160 airports across the world.



3.1 Provisional Budget

IHEEM has prepared a provisional budget taking into account both fixed and variable costs based on the likely attendance, as well as the financial obligations to IFHE as detailed in the Standing Orders of the International Federation of Hospital Engineering.

There is a key budget item that we would like to highlight and explain further, a sum of £10,000 has been set aside to assist with travel costs for International Speakers who may face financial challenges, we hope that this will encourage submissions from a wider section of the International community and enrich the quality of papers available.

3.2 Congress Fee

Based on 2009 costs, the likely fee for a full time delegate will be £500 (approx. \$750). The fee will include the Congress proceedings, lunches, refreshments, documentation, welcome cocktail party and Gala Dinner.



3.3 Hotel Infrastructure

Large Choice Of Accommodation

From luxury accommodation to boutique hotels, serviced apartments or the convenience of an airport hotel, Manchester offers the full range of accommodation. There are over 7,500 hotel rooms in the city centre and over 20,000 across Greater Manchester - a complete offer that will meet the requirements of delegates, exhibitors, staff and speakers.

Affordable

We are aware of the importance of attracting young scientists to the Congress. Premier Inns, Ibis hotels and youth hostels offer a budget range of hotels that offer value and quality.

In the last five years Manchester’s hotel industry has blossomed. Favourites like The Midland and the Palace Hotel have been joined by the Macdonald Manchester and the Park Inn. Chic options include Malmaison and the Velvet Hotel, while International brand names such as Hilton and Marriott also provide a familiar range for visitors.

Walking Distance Of Congress

The city centre is walkable and compact and many of the hotels are within walking distance of each other and to Manchester Central, located within the heart of Manchester and the proposed location of the Congress.

Indicative rates for accommodation based on information for 2013 can be found below.

Rating	Price (£)	Price (€)	Price (\$)
5 star:	£150.00	€180.00	\$240.00
4 star:	£140.00	€168.00	\$152.00
3 star:	£95.00	€114.00	\$224.00
2 star/ Budget:	£70.00	€84.00	\$112.00
Student en-suite:	£40.00	€48.00	\$64.00
Hostel	£25.00	€30.00	\$40.00



Suggested Headquarter Hotels

The Midland Hotel

This historic Edwardian hotel, built in 1903, has had a £15 million refurbishment which has seen the hotel transformed to its former glory as Manchester’s premier hotel. The Midland is set in the heart of Manchester, situated directly opposite Manchester Central, making it the ideal hotel to stay at when attending events there.

The Midland is an inspiring conference venue. This is where Rolls met Royce and throughout the years many a business deal has been thrashed out within the walls. The 11 conference and meeting rooms vary in style, from the largest and most contemporary Alexandra Suite - which is capable of holding up to 700 delegates theatre style, to the historical wood paneled setting of the Stanley Suite.

The hotel offers 312 en-suite and air conditioned rooms, two bars and two restaurants, one being the award-winning The French by Simon Rogan.

Venue type:	Hotel
Rating:	4-star
Bedrooms:	312
Meeting rooms:	11
Max theatre:	700
Location:	City centre Immediately opposite Manchester Central
Cost Indication:	Circa £140.00 per room per night (indicative price based on 2013)

Radisson Blu Edwardian

In Manchester’s most celebrated building, the Free Trade Hall, the Radisson Blu Edwardian is one of Manchester’s finest luxury hotels, offering 263 bedrooms and suites just moments from Manchester Central.

The hotel’s 22 flexible meeting rooms can host events for up to 500 delegates with meeting spaces where everything you need is close by and event managers are at your service from your first enquiry to the moment you leave.

The hotel offers a health club, swimming pool and Sienna Spa as a blissful urban hideaway. Through the hotel’s soaring lobby, Steak & Lobster is a relaxed alternative for dress-down dining all day whilst Opus One bar and restaurant showcases the season’s best British ingredients.

Venue type:	Hotel
Rating:	5-star
Bedrooms:	263
Meeting rooms:	17
Max theatre:	350
Location:	City centre Immediately opposite Manchester Central
Cost Indication:	Circa £145.00 per room per night (indicative price based on 2013)

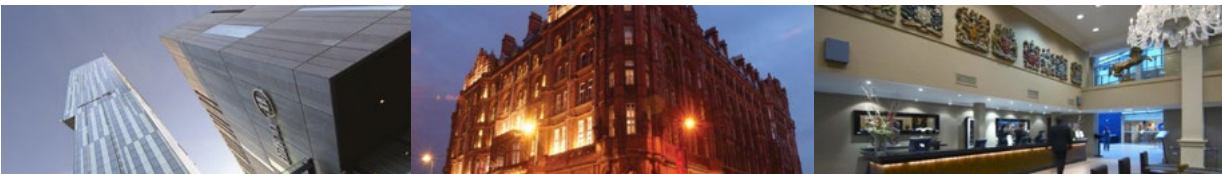
Hilton Manchester Deansgate

Spectacular. Stylish. Innovative. Situated within the lower 23 floors of the stunning 47-storey Beetham Tower, this contemporary hotel presents an iconic landmark on Manchester’s impressive skyline. Just 25 minutes from Manchester Airport, this modern hotel offers stunning views from floor-to-ceiling windows of Manchester’s constantly changing cityscape.

Catch up with colleagues at Podium Bar and indulge in a delicious meal before savouring cool evening cocktails at Cloud 23. With its contemporary design, superb drinks menu and stylish soundtrack, Cloud 23 has an atmosphere like no other.

Work out in the hotel’s LivingWell gym, refresh in the steam room or sauna and rejuvenate with a range of spa treatments at the hotel’s fabulous Spa 303. Delegates can also enjoy the 20-metre indoor pool with underwater viewing panels or unwind in the poolside whirlpool.

Venue type:	Hotel
Rating:	4-star
Bedrooms:	279
Meeting rooms:	14
Max theatre:	600
Location:	City centre 4 minutes walk from Manchester Central
Cost Indication:	Circa £140.00 (\$214.00) per room per night (indicative price based on 2013)



3.4 Getting To Manchester

Manchester is an international destination with an infrastructure comparable to any city in Europe, hence it has become a natural choice for the organisers of international association conferences.

The city has a world class airport and a strategic location in relation to Britain’s motorway and rail network. In addition, the huge investment made in public transport in recent years makes Manchester perfectly equipped to provide fast and efficient transport for delegates attending the Congress.

Passport & Visa Requirements

We predict that many delegates attending will not require a visa to enter the UK for this conference. Delegates from outside the European Union usually need to apply for a visa to enter in the UK. The UK Border Agency has an informative website, giving details about which nationals require a visa and the application process, including an online version. www.ukvisas.gov.uk.

Air

With over 190 non-stop flight routes, Manchester Airport boasts one of the most comprehensive international route networks of any UK airport. It offers direct flights from nearly every major European city including Brussels, Paris, Frankfurt and Amsterdam, as well as a large number of international destinations. Manchester Airport also offers a large number of European routes with low-cost carriers which will benefit student delegates who are travelling on a budget. The airport is situated just 10 miles from Manchester and is connected by a fast and frequent train service meaning that delegates from overseas can reach the city centre very quickly.

Airport to city centre by train: 10 miles / 15 minutes / £3.50 (€4.20-\$5.60) *
 Airport to city centre by taxi: 10 miles / 20-25 minutes / £20.00 (€24.00/\$32.00)*
 *Exchange rate as at February 2014.

Rail

The UK is very well connected to Europe which will be a particular benefit to delegates and exhibiting partners. The Eurostar link serves London’s St Pancras station with trains arriving many times each day from France and Belgium, and there are excellent connections to the UK national rail network and to Manchester. Manchester Piccadilly is one of three main stations in Manchester and offers direct services to other major UK cities. There are 60 direct trains a day to London (every 20 minutes), with a journey time of just over two hours.

Road

Travelling to Manchester by road is simple and efficient with half of Britain’s motorway network passing through the region with approximate journey times of 2 hours to Birmingham, 3. hours to London and 4 hours to Edinburgh by car, allowing easy access from across the UK. Eurotunnel is the fastest cross-channel operator, with a crossing time of just 35 minutes from Calais to Folkestone. Crossings are frequent, with up to 4 departures an hour at peak times. There are numerous direct ferry connections from many cities across the European Continent including France, Belgium, Holland, Sweden, Norway and Spain. Straight-forward access by road will provide a particular benefit to exhibiting partners.



Getting Around Manchester

Our proposal is to host the Congress in Manchester’s Petersfield District which offers over 2,500 bedrooms within immediate proximity of the convention centre as well as the city’s attractions, bars and shops. This gives delegates extra time to enjoy the congress programme and network with colleagues.

Walking

Manchester city centre has a wide offer of high quality public realm which, combined with its compact and manageable size, makes it an easy place to traverse on foot.

Metroshuttle – Free Bus Network

Delegates will benefit from a free city centre bus service known as Metroshuttle, which offers three circular routes covering all of the main areas. Metroshuttle operates with a frequency of about every 5 minutes on Service 1 (orange), every 10 minutes on Service 2 (green) and every 10 minutes on Service 3 (purple). Metroshuttle links all city centre railway stations, the main NCP car parks, and many bus and Metrolink tram stops.

Tram

The Metrolink tram network currently consists of lines to Altrincham, Eccles, Oldham, Rochdale, Chorlton, Droylsden and MediaCityUK bringing passengers into the heart of Manchester city centre. This gives delegates the opportunity to easily visit further afield should they wish. Trams now run to 65 stops covering almost 70km of track – and the multi-million pound expansion of the system continues,

with Metrolink set to become the largest urban tram network in the UK.

Bus Network

Greater Manchester has an extensive bus network operated by various commercial operators. It offers high levels of connectivity and value for money for passengers with services operating well into the night to most areas within the region.

Taxi

There is a wide range of taxi firms operating in the Greater Manchester region. During large scale conferences and events the city is well served to ensure travel is efficient and effective.

Taxi ranks are located immediately outside Manchester Central and a number of proposed social event venues and hotels.

Distance between city centre and conference venue:

- Located in heart of city
- Distance between hotels and conference venue:
- Located in heart of city
- Cost of public transport passes for 4 days:
- Metroshuttle buses free of charge
- (Passes for further afield circa £15.00 €18.00/\$24.00)



3.4.1 Flight Route Network



4.0 Letters of support





75
YEARS