



The Northern NHS
HOTEL SERVICES TRAINING ADVISORY GROUP

Present a one-day

YOUR CORPORATE RESPONSIBILITIES IN RESIDENTIAL ACCOMMODATION

to be held on

FRIDAY, 10TH OCTOBER 2008

at

CLAYTON PARK CONFERENCE AND LEARNING CENTRE,
Clitheroe Conference Room,
Junction 7 Business Park, Blackburn Road,
Clayton le Moors, Accrington, BB5 5JW

The Accommodation Study Day will update you on:

- 🔊 **Health, Safety and Fire** regulations applicable to residential properties
- 🔊 **Security** - covering theft, key and cash management
- 🔊 **Substance Misuse** – signs to look for and action to take
- 🔊 **F1's** – future uptake and financial implications
- 🔊 **Legionella** – precaution in residential properties
- 🔊 **Gas Appliances** – maintenance and safety in residential properties

The cost of attending the conference is **£100.00 per person**. This includes attendance at the conference, course handouts, coffee/tea on arrival, mid morning coffee/tea and biscuits, 2-course buffet lunch and afternoon tea/coffee and biscuits.

**A CERTIFICATE OF ATTENDANCE WILL BE ISSUED TO ALL DELEGATES WHO ATTEND THIS NORTHERN NHS
HOTEL SERVICES TRAINING ADVISORY GROUP EVENT**

To find out more about our events please visit www.northerntag.org.uk

Your Corporate Responsibilities in Residential Accommodation

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PROGRAMME

8.45 am Registration
Coffee and Tea

9.15 am **WELCOME AND INTRODUCTION**

Chair - ALISON SLATER
(Chair of the Hotel Services TAG)
Assistant Director – Hotel Services,
Lancashire Teaching Hospitals NHS
Foundation Trust

9.30 am **HOW SECURE IS YOUR ACCOMMODATION**

Presenter – TREVOR LOFTUS
Physical Risk Manager, Lancashire
Teaching Hospitals NHS Foundation
Trust

QUESTION & ANSWER SESSION

10.15 am **YOUR RESPONSIBILITIES ON HEALTH & SAFETY**

Presenter – STEPHEN MONSARRATT
Consultant, The Housing Training
Company Ltd, Bradford, West Yorkshire

QUESTION & ANSWER SESSION

11.15 am Mid Morning Coffee/Tea and Biscuits

11.30 am **FIRE REGULATIONS**

Presenter – PETER JONES
Fire Safety Consultant & Director, PJ
Fire Safety Risk Assessments Limited,
Bolton

QUESTION & ANSWER SESSION

12.15 pm **DEALING WITH SUBSTANCE MISUSE**

Presenter – STEPHEN MONSARRATT
Consultant, The Housing Training
Company Ltd, Bradford, West Yorkshire

QUESTION & ANSWER SESSION

1.00 pm **BUFFET LUNCH** served in the
Whalley Room

1.45 pm **CASE STUDY**

- GROUP SESSION
- FEEDBACK

Presenter – STEPHEN MONSARRATT
Consultant, The Housing Training
Company Ltd, Bradford, West Yorkshire

QUESTION & ANSWER SESSION

2.45 pm Afternoon Tea/Coffee and Biscuits

3.00 pm **LEGIONELLA AWARENESS**

Presenter – TREVOR LOFTUS
Physical Risk Manager, Lancashire
Teaching Hospitals NHS Foundation
Trust

QUESTION & ANSWER SESSION

3.30 pm **SUMMARY, FEEDBACK AND CLOSURE**

3.45 pm **CLOSE OF CONFERENCE**

SAFE JOURNEY HOME

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ABOUT THE SPEAKERS

ALISON SLATER

Chair of the Hotel Services TAG and Facilities Manager, Lancashire Teaching Hospitals NHS Foundation Trust, Preston

Alison has worked for over twenty years in the NHS across the North West, initially within catering services but moving across into Hotel Services in 1986 when this new role was starting to be developed. Prior to joining the NHS, Alison was a restaurant manager for FW Woolworth in a number of large stores across the country. Outside of work, Alison is an enthusiastic football supporter and a National Trust Volunteer. Alison feels that the profile of Hotel Services within any hospital or clinic setting is linked to Patient Choice and Customer Satisfaction and that the Hotel Services Training Advisory Group has an important role in supporting the development of front line service staff.

TREVOR LOFTUS

Physical Risk Manager, Lancashire Teaching Hospitals NHS Foundation Trust, Preston

Trevor is the Physical Risk Manager for Lancashire Teaching Hospitals NHS Foundation Trust. He is a relative newcomer to the health service, having spent twenty-six years in the Royal Air Force and latterly six years as a health and safety advisor in industry. On leaving the service he became health and safety advisor to a large engineering company in Preston before moving to the same post for a company who install electronic security systems in such diverse areas as: nuclear power stations, motorway tunnels and bridges and railway systems. This is Trevor's second career, having spent twenty six years in the Royal Air Force, most of which was spent in the RAF Mountain Rescue Service where he commanded a Rescue Team and became involved in accident investigation for both aircraft crashes and mountaineering incidents of all types. So now when the phone rings at three o'clock on a freezing January morning, it will be a wrong number and not the call to go and spend several hours or days in awful weather looking for an aeroplane or missing person. Later he became the RAF specialist advisor on the carriage of dangerous goods by road before finishing his RAF career teaching leadership and management. He holds a masters degree in Health and Safety Law and in Environmental Law, is a corporate member of the Institution of Occupational Safety and Health and is a Registered Safety Practitioner. Hobbies are wildlife painting and walking.

STEPHEN MONSARRATT

Consultant, The Housing Training Company Limited, Bradford

Stephen has worked as an Associate of The Housing Training Company Limited for the past 8 years. He has 27 years experience in the social housing sector at all levels and across a variety of organisations and localities. He started his career as a Support Worker working in the areas of Mental Health, Drug and Alcohol Support and went on to be responsible for over 1000 bedspaces across 60 residential projects in Sheffield. From 1994 to 2004 Stephen was Director of Supported Housing and Care at two northern social housing providers with responsibilities for operational performance and making strategic recommendations to the Board. Stephen specialises in delivering "people orientated" training sessions. He is an innovative thinker and designs his sessions to be challenging and interactive. He has a keen interest in work that involves developing relationships with customers and service user involvement to enhance the services provided. Stephen holds BA Honours degrees in Economics and Social Studies and is a Board Member of several organisations, including: Doncaster CVS, Lincolnshire Probation Service and he is a Vice Chair of School Governors.

PETER JONES

Fire Safety Consultant and Director, PJ Fire Safety Risk Assessments Limited, Bolton

Peter is the Fire Safety Director of PJ Fire Safety Risk Assessments Limited, which he set up in 2003 after leaving the Fire Service. The company provides all types of fire safety advice including Fire Risk Assessments, Fire Legislation advice, Fire Training and General Fire Safety consultancy. Peter served thirty years in all disciplines of the Fire Service, specialising in Fire Safety and Fire Investigation, ending up as Station Commander at Bolton North in Greater Manchester. Peter has been married for 35 years to Marian with one married daughter Melanie who is married to Andrew and one grand daughter Megan. Hobbies are Lake District walking, Magistrate and Rotary member.
