

**SCOTTISH GOVERNMENT HEALTH AND SOCIAL CARE DIRECTORATES
CAPITAL AND FACILITIES DIVISION**

LIST OF DGM'S/MEL'S/HDL'S/CEL'S ISSUED BY DIVISION

Year	Title	Status (Extant unless otherwise stated)
1988		
DGM(1988)40	Health Service Estate Management	Superseded
DGM(1988)61	Fire Precautions in NHS Premises - Firecode	Superseded
1989		
DGM(1989)43	Health Services Estate management - Land Transactions Guidance	Superseded
DGM(1989)52	Emission from Hospital Chimneys	Out of Time
1990		
DGM(1990)43	Hospital Clinical Waste Incineration: Research Project	Out of Time
DGM(1990)69	Disposal of NHS Land and Property: Vacant and Surplus Property	Superseded
DGM(1990)74	NHS in Scotland: Health Building Project Cost Control Procedural Changes and Revised Cost Allowances	Superseded
DGM(1990)89	Health Service Estate Management	Superseded
DGM(1990)94	Disposal of NHS Land and Property: Vacant and Surplus Property	Superseded
1991		
1991(GEN)5	(NHS Houses and Garages (Review of Rents and Rent Rebate Scheme (Removal of Crown Immunity: Tenancy (Agreements	

1991 cont'd	Title	Status (Extant unless otherwise stated)
DGM(1991)3	Disposal of NHS Land and Property: Vacant and Surplus Property	Superseded
DGM(1991)18	Valuation Office Services	Out of Time
DGM(1991)31	Clinical Waste Disposal: Removal of Crown Immunity and Introduction of the Environmental Protection Act	Superseded
DGM(1991)34	Historic Buildings in the Health Service Estate	
DGM(1991)68	Health Building: Project Cost Control	Superseded
DGM(1991)79	A. Health Building Planning Guidance: The New Series of Scottish Hospital Planning Notes B. SHPN 1: Health Service Building in Scotland	
1992		
DGM(1992)4	Sensitive Disposal of Foetuses and Foetal Tissue following Termination of Pregnancy.	
DGM(1992)16	Health Building Planning Guidance: SHPN40: Common Activity Spaces	
MEL(1992)8	Health Service Estates Management: Property Transactions Procedures	Superseded
MEL(1992)9	Delegation of Authority: Land Transactions	Superseded
MEL(1992)11	The Public Works Contracts Regulations 1991	Superseded
MEL(1992)18	Capital Building Project Approvals and Monitoring	Superseded
MEL(1992)21	Health Service Estate Management: 1992 SCOTMEG Survey	Out of Time

1992 cont'd	Title	Status (Extant unless otherwise stated)
MEL(1992)32	A. SHPN 51: Accommodation at the Main Entrance of a DGH	
	B. Suppl.1 to SHPN 51: Miscellaneous Spaces in DGH	
MEL(1992)35	NHS Security Manual	
MEL(1992)46	Health Service Estates Management: Property Transactions Monitoring of Delegated Authority	Out of Time
MEL(1992)52	Health Services Estate Management: 1992 Mid-Year Survey	Superseded
MEL(1992)53	Health Service Estate Management: Sale of Health Centres	Superseded
MEL(1992)59	Health Service Estate Management: Action Plan on Disposal of Surplus Property	Out of Time
MEL(1992)64	Health Service Estate Management: Property Transactions Procedures	Superseded
MEL(1992)77	SHPN 34: Estate Maintenance and Works Operations	
MEL(1992)80	SHPN 45: External Works for Health Buildings	
MEL(1992)83	SHPN 4: Adult Acute Wards	
MEL(1992)85	SHPN 26: Operating Department	

1993

MEL(1993)1	A Strategic Guide to Environment Policy	
MEL(1993)9	Health Building Project Cost Control Revised Cost Allowances	Superseded

1993 cont'd.	Title	Status (Extant unless otherwise stated)
MEL(1993)16	Building Division - Common Services Agency	Superseded
MEL(1993)20	A Strategic Guide to Combined Heat and Power	
MEL(1993)21	Policy on Disposal of Clinical Waste: Safe Handling and Disposal	Superseded
MEL(1993)27	Fire Training for NHS Staff 1993	Superseded
MEL(1993)32	NHS Houses and Garages: Review of Rents	Superseded
MEL(1993)35	SHPN 12: Supplement 1 Genito Urinary Medicine Clinics	
MEL(1993)41	SHPN 12: Out-Patients' Departments	
MEL(1993)42	Health Service Estates Management: Cheque Receipts from the Sale of NHS land and property	Superseded
MEL(1993)46	SHPN 48: Telecommunications	
MEL(1993)50	Contractor Management Information System	Superseded
MEL(1993)55	Health Building Project Cost Control: Tender Price and Building Cost Indices	Superseded
MEL(1993)56	SHPN 48: Telecommunications (DCAs)	Superseded
MEL(1993)64	Safecode: A Health and Safety Management Tool for the NHS	Superseded
MEL(1993)65	Establishment of NHS Trusts - Transfer of Assets	Out of Time
MEL(1993)72	Health Services Estates Management: NHS Property Transactions	Superseded
MEL(1993)73	Health Services Estates Management: NHS Property Transactions Handbook	Superseded
MEL(1993)75	Patient Hotels: A Quality Alternative to Ward Care	

1993 cont'd	Title	Status (Extant unless otherwise stated)
MEL(1993)76	Design Guide: The Design of Hospital Main Entrances	
MEL(1993)82	Environments for Quality Care	
MEL(1993)83	Private Finance: Contract Energy Management	
MEL(1993)84	Capital Building Projects, SHTN 1: Post Commissioning Documentation	
MEL(1993)95	Health Building Project Cost Control: Tender Price and Building Cost Indices	Superseded
MEL(1993)113	Health Service Estates Management: Accountability for the NHS Estate	Superseded
MEL(1993)115	Health Building: 1993 Index of Health Building Planning Guidance and Schedule of Departmental Cost Allowances	Superseded
MEL(1993)120	SHPN 2: Hospital Briefing and Operational Policies	
MEL(1993)124	SHPN20: Mortuary and Post-Mortem Room	
MEL(1993)126	A Strategic Guide to Environment Policy - A Proposal to Establish an Estates Environment Forum for the NHS in Scotland	Superseded
MEL(1993)137	Health Building Project Cost Control Tender Price and Building Cost Indices	Superseded
MEL(1993)146	Establishment of NHS Trusts - Transfer of Assets	Out of Time
<hr/> 1994		
MEL(1994)2	VFM Study Report: Space to Manage	
MEL(1994)12	SHPN 15: Accommodation for Pathology Services	

1994 cont'd	Title	Status (Extant unless otherwise stated)
MEL(1994)14	Fire Training for NHS Staff 1994	Out of Time
MEL(1994)18	Health Facilities Note (HFN)1: Design for Patient Focused Care	
MEL(1994)24	NHS Houses and Garages: Review of Rents	Superseded
MEL(1994)35	Firecode in Scotland	Superseded
MEL(1994)40	EC Temporary or Mobile Construction Sites Directive	Superseded
MEL(1994)46	Firecode in Scotland	Superseded
MEL(1994)51	Building Division - Common Services Agency: Core Services	Superseded
MEL(1994)54	NHS in Scotland 1992-93 Annual Energy Report	Superseded
MEL(1994)58	Health Building Project Cost Control Tender Price and Building Cost Indices	Superseded
MEL(1994)60	SCOTMEG Survey of NHS Staff Residential Accommodation	
MEL(1994)63	Scottish Hospital Planning Note 13: Sterile Services Department	
MEL(1994)72	Health Service Estates Management: Accountability for the NHS Estate	Superseded
MEL(1994)73	Health Facilities Note (HFN)2: Buildings for the Day Care of Older People	
MEL(1994)77	Health Building Project Cost Control Tender Price and Building Cost Indices	Superseded
CE Letter	"Better By Design"	
MEL(1994)88	Clinical Waste Management	

1994 cont'd	Title	Status
		(Extant unless otherwise stated)
MEL(1994)93	Health Facilities Note (HFN)5: Design Against Crime - A Strategic Approach to Hospital Planning	
MEL(1994)107	SHPN 35: Accommodation for People with Acute Mental Illness	
MEL(1994)108	Health Building Note (HBN)25: Laundry and Scottish Hospital Planning Notes	
MEL(1994)115	Sale of CSA Building Division - Future of Core Services in the NHS	Out of Time
MEL(1994)117	Health Building Project Cost Control - Tender Price and Building Cost Indices	Superseded
MEL(1994)123	Sir Michael Latham's Report "Constructing The Team".	
1995		
MEL(1995)1	Health Buildings in the Community	
MEL(1995)2	Health Building Project Cost Control Tender Price & Building Cost Indices	Superseded
MEL(1995)10	SHPN6: Radiology Department	
MEL(1995)14	Transfer of Heritable Property to NHS Trusts	Out of Time
MEL(1995)17	NHS Houses & Garages: Review of Rents	Superseded
MEL(1995)22	Construction (Design & Management) Regulations 1994	Superseded
MEL(1995)23	HBN/SHPN 22: Accident & Emergency Department in an Acute General Hospital	
MEL(1995)34	Estate Management Performance	Superseded
MEL(1995)35	Scottish Hospital Planning Note 47: Health Records Department	

1995 cont'd	Title	Status (Extant unless otherwise stated)
MEL(1995)37	Ownership and Management of Residential Accommodation	
MEL(1995)38	Health Building: Quarterly Review of DCA's; Submission of Health Building Tenders for Analysis; Completion of Returns for CMIS	Superseded
MEL(1995)45	NHS in Scotland: 1993/94 Annual Energy Report	Superseded
MEL(1995)47	Transfer of Heritable Property to NHS Trusts	Out of Time
MEL(1995)48	HBN 13 Supplement 1: Ethylene Oxide Sterilization Section	
MEL(1995)63	Current Health Building Planning & Briefing Guidance Recommended for use by the NHS in Scotland. SHPNs & HBNs	
MEL(1995)67	Security in the NHS: Management Supplement to the 1992 NHS Security Manual: Security in NHS Maternity Units	
MEL(1995)80	Transfer of Heritable Property to NHS Trusts	Out of Time
MEL(1995)89	Health Building: Index of Health Building Planning and Briefing Guidance and Schedule of Departmental Cost Allowance Guides - November 1995 Edition	Superseded
1996		
MEL(1996)20	Estate Management Performance	Superseded
MEL(1996)30	Firecode in Scotland: Fire Practice Notes	Superseded
MEL(1996)40	Transfer of Heritable Property to NHS Trusts	Out of Time
MEL(1996)41	Scottish Hospital Planning Note 12 Supplement 2: Oral Surgery, Orthodontics, Restorative Dentistry	

1996 cont'd	Title	Status (Extant unless otherwise stated)
MEL(1996)44	Health Service Estates Management: Revisions to NHS Property Transactions Handbook	Superseded
MEL(1996)60	Health Building Notes/Scottish Hospital Planning Notes 21 Maternity Department: and 22 Supplement 1 Trauma Care and Minor Injury	
MEL(1996)76	Transfer of Heritable Property to Trusts	Out of Time
MEL(1996)88	Health Building: A. SCOTCONCODE B. CMIS C. CONREG	Superseded
MEL(1996)95	Fire Safety Policy: Compliance Survey	Superseded
1997		
MEL(1997)13	HBN/SHPN 40: Common Activity Spaces - Vol 1-4 and Vol 5: Scottish Appendix	
MEL(1997)24	Scottish Health Service: A Construction Project Price Guide	Superseded
MEL(1997)79	Fire Precautions (Workplace) Regulations 1997	Superseded
1998		
MEL(1998)8	Fire Safety Policy	Superseded
MEL(1998)9	NHS Property Transactions Handbook: Revised Edition (November) 1997	Superseded
MEL(1998)28	Housing Grants, Construction and Regeneration Act 1996: Part II The Scheme for Construction Contracts (Scotland) Regulations 1998	
MEL(1998)81	Draft Estates Management Policy and Estates Environment Forum	Superseded

1999	Title	Status (Extant unless otherwise stated)
MEL(1999)18	Safecode-Plus	Out of time
MEL(1999)44	Property Management Policy and Other Related Matters	Superseded
MEL(1999)55	Improvements announced for Public Private Partnerships including PFI	
MEL(1999)61	Environmental Management Policy	Superseded
MEL(1999)84	Property Management Matters	Superseded
2000		
MEL(2000)14	NHS in Scotland Ownership and Occupation of Property: 1999 All-Scotland Report	
MEL(2000)19	NHS in Scotland: Energy Consumption Targets 2001-2010	Out of Time
HDL(2000)29	Property Performance	Out of Time
2001		
HDL(2001)15	NHSScotland Property Transactions	Superseded
HDL(2001)20	Fire Safety Policy	Superseded
HDL(2001)47	Construction Procurement Policy	Superseded
2002		
HDL(2002)35	The Building Standards Amendment (Scotland) Regulations 2001	Superseded
HDL(2002)40	Capital Planning and Approval Processes	Superseded
HDL(2002)43	Action Plan – ‘Waste Management in NHSScotland Trusts’: A Response to Audit Scotland’s Report ‘Waste Management in Scottish Hospitals’	

2002 cont'd	Title	Status (Extant unless otherwise stated)
HDL(2002)68	Recent Developments in PPP/PFI	Superseded
HDL(2002)77	Environmental Management Policy for NHSScotland	Superseded
HDL(2002)87	Revised Interim Capital Guidance	Superseded
2003		
HDL(2003)13	Revised Greenbook Guidance	Superseded
HDL(2003)31	The Disability Discrimination Act (1995) Implementation of Section 21: Access of Goods and Services Access Audit Report	
HDL(2003)50	SE/STUC Protocol on Staffing Matters in PPP	Superseded
HDL(2003)51	Special Health Boards: revisions to capital approvals process	
HDL(2003)58	SEHD Standard Form Project Agreement for use in PPP/PFI	Superseded
2004		
HDL(2004)10	Revision of Thresholds for the World Trade Organisation (WTO) Agreement on Government Procurement (EC Directive 80/67), EC Supplies Directive (93/36), and EC Works Directive (92/50)	
HDL(2004)18	SE/STUC Protocol on Staffing matters in PPP: Guidance on Scoping of Services and In-house Bids	
HDL(2004)32	The Disability Discrimination Act 1995 Implementation of Section 21 Access Audit Progress Information	
2005		
HDL(2005)16	Revision to Capital Delegated Limits to be applied from April 2005	Superseded

2005 cont'd	Title	Status (Extant unless otherwise stated)
HDL(2005)19	Freedom of Information (Scotland) Act 2002: Publication of PPP Contracts and Capital Business Cases	Superseded
HDL(2005)53	Fire Safety Policy for NHSScotland	Superseded
2006		
HDL(2006)06	The Disability Discrimination Act (1995) Implementation of Section 21 Access Audit Progress Information	
HDL(2006)10	Amendment to HDL(2003)50 SE/STUC Protocol on Staffing matters in PPP	
HDL(2006)21	Environmental Management Policy for NHSScotland	Superseded
HDL(2006)30	Smoking, Health and Social Care (Scotland) Act 2005: Provision to Enable Scottish Ministers and Health Bodies to Enter into Joint Ventures	
HDL(2006)58	A Policy on Design Quality for NHSScotland	Superseded
2007		
CEL 18 (2007)	Healthcare Associated Infection: SHFN 30 and HAI-SCRIBE Implementation Strategy	
2008		
CEL 1 (2008)	Revised guidance on hospital car park charging	
CEL 2 (2008)	Waste Management in NHSScotland Action Plan: 2007 – A Response to Audit Scotland's May 2005 Follow-up Report 'Waste Management in Scottish Hospitals'	
CEL 25 (2008)	Fire Safety Policy for NHSScotland 2008	Superseded
CEL 35 (2008)	Research into Automatic Fire Suppression Systems in New Healthcare Buildings	

2008 cont'd	Title	Status (Extant unless otherwise stated)
CEL 38 (2008)	Car Park Charging at NHSScotland Healthcare Sites	
CEL 46 (2008)	Outsourcing of Soft Facilities Management Services in NHSScotland	
2009		
CEL 15 (2009)	A Sustainable Development Strategy for NHSScotland	Superseded
CEL 19 (2009)	Scottish Capital Investment Manual for NHSScotland	
CEL 50 (2009)	Review of Construction Procurement Policy for NHSScotland	
2010		
CEL 02 (2010)	Car Park Management at NHSScotland Healthcare Sites	
CEL 05 (2010)	Car Park Management at NHSScotland Healthcare Sites – Clarification of CEL 38 (2008)	
CEL 14 (2010)	Sustainable Development: Good Corporate Citizenship Assessment Model for NHSScotland	
CEL 19 (2010)	A Policy on Design Quality for NHSScotland: 2010 Revision	
CEL 27 (2010)	Provision of Single Room Provision and Bed Spacing	
CEL 35 (2010)	A Policy for Property and Asset Management in NHSScotland	
CEL 08 (2011)	NHSScotland Property Transactions Handbook 2011	
CEL 11 (2011)	Fire Safety Policy for NHSScotland 2011	
CEL 02 (2012)	A Policy on Sustainable Development for NHSScotland 2012	