

Director of Finance, NHS Boards
Estates and Facilities contacts, NHS Boards
(by email)

Cc: Central Legal Office
(by email)



Our ref: A12235463
22 September 2015

Dear Colleague

NHSScotland Property Transactions Handbook update

CEL 8 (2011), issued in February 2011, notified NHS Boards of the publication of a revised edition of the NHSScotland Property Transactions Handbook.

Colleagues may be aware of recent Scottish Government legislative and policy changes which have resulted in amendments to the Scottish Public Finance Manual (SPFM).

In order to properly reflect these legislative/policy changes and align with the SPFM, the NHSScotland Property Transactions Handbook has been updated and in the most part provides links to the appropriate information and guidance on the Scottish Government website.

The changes to the handbook are summarised below:

- **Overview:** Minor amendments to content.
- **A: Management | Section 2: Statutory Background and Delegation:** Content updated to reflect legislative/policy changes as a result of the Community Empowerment Bill, the Public Bodies (Joint Working) (Scotland) Act 2014 and Town Centres First policy.
- **B: Mandatory Requirements | Section 1: Disposal by sale, lease or excambion | Preliminaries to Disposal:** Content updated to reflect legislative/policy changes as a result of Health and Social Care Integration under the Public Bodies (Joint Working) (Scotland) Act 2014.
- **B: Mandatory Requirements | Section 1: Disposal by sale, lease or excambion | Conclusion of Disposal:** Paragraph 1.25 updated to refer to Special Purpose Vehicles and Joint Ventures.
- **C: Procedures:** Link to Infrastructure Investment Board guidance on considering Special Purpose Vehicles included and added to Disposals Flowchart.

- Brief introduction to the Public Bodies (Joint Working) (Scotland) Act 2014 added.
- **Annexes:** Annex III Certification Proforma revised in line with SPAG group recommendations.
- **General:** Version number tracking added to all documentation (current version 2.1.1).

The web-based Handbook continues to reside within the SGHSC Capital and Facilities divisional website and can be accessed via the direct link:

<http://www.pcpd.scot.nhs.uk/PropTrans/PTHome.htm>

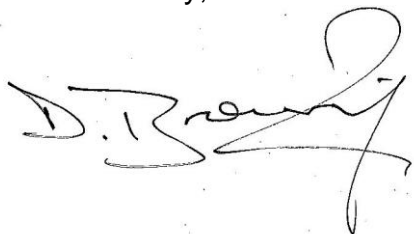
In light of anticipated ongoing changes to the policy and legislative landscape, colleagues are advised to regularly check the website Change Log which will be updated as and when the Handbook undergoes further revision.

<http://www.pcpd.scot.nhs.uk/PropTrans/PTChanges.htm>

Any enquiries on the content or on the application of the NHSS Property Transactions Handbook should be addressed in the first instance to:

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Yours sincerely,



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