



National Health Service in Scotland
Management Executive

St. Andrew's House
Edinburgh EH1 3DG

Dear Colleague

**VOLUNTARY SECTOR: MEMORANDUM OF
GUIDANCE ON SECTION 16B SCHEME OF GRANTS**

Summary

1. The purpose of this letter is to draw your attention to the attached revised Memorandum of Guidance on the administration of the Section 16B Scheme of Grants which has been approved by Treasury.

Background

2. A provisional Memorandum of Guidance was first issued to Health Boards on 30 September 1990 and once HM Treasury approval had been obtained, a substantive Memorandum was issued on 8 May 1991.

3. The Guidance was issued in a loose-leaf folder to facilitate regular updating and the opportunity has now been taken to update the document generally.

Action

4. Health Board General Managers are asked to inform the Department by 13 November 1992 to what extent they have adopted the existing Memorandum of Guidance to ensure that, in their capacity as the Department's agents they are effectively monitoring and evaluating individual grants.

5. Health Board General Managers are asked to note that the information will be required annually as part of the Home Office monitoring of the implementation of the Ministerial Review of the Voluntary Sector.

Yours sincerely

M H COLLIER
Director of Finance

23 October 1992

Addressees

For action:
General Managers,
Health Boards

For information:
General Manager,
Common Services Agency

General Manager,
State Hospital

General Manager
Health Education Board
for Scotland

Chief Executives and
Chief Executive
Designate, NHS Trusts

Enquiries to:

Miss J L Todd
Health Policy
Division 1-2
Room 54A
St Andrew's House
Edinburgh EH1 3DG

Tel: 031-244 2510
Fax: 031-244 2323