



National Health Service in Scotland
Management Executive

St. Andrew's House
Edinburgh EH1 3DG

Dear Colleague

**HEALTH BUILDING: 1993 INDEX OF HEALTH
BUILDING PLANNING GUIDANCE AND SCHEDULE
OF DEPARTMENTAL COST ALLOWANCES**

SUMMARY

1. I enclose with this letter a copy of the above document, which is essential to those engaged in the planning of capital building projects.

ACTION

2. Copies of this letter and the attached document should be provided to those within your health body having estates responsibilities. You will also wish to pass a copy of this information to any consultants you may have engaged to assist you in the planning of health capital projects.

3. This latest Index and Schedule supersedes that issued in November 1990.

OTHER INFORMATION

4. I should also like to take the opportunity of correcting a typographic error in NHS MEL(1993)95 of 19 July 1993. Paragraph 1 of the letter concluded by saying that the latest index reading for the SPSBTPI was 129; this should have been 125.

Yours sincerely

H R McCALLUM
Director of Estates

31 August 1993

Addressees

For action:
General Managers,
Health Boards

Unit General Managers

Chief Executives
NHS Trusts

General Manager,
State Hospital

General Manager,
Common Services Agency

Enquiries to:

Miss J Macdougall
Estates Division
NHS Management
Executive
Room 357A
St Andrew's House
EDINBURGH EH1 3DG
Tel: 031-244 2075
Fax: 031-244 2323

COMMON SERVICES AGENCY	
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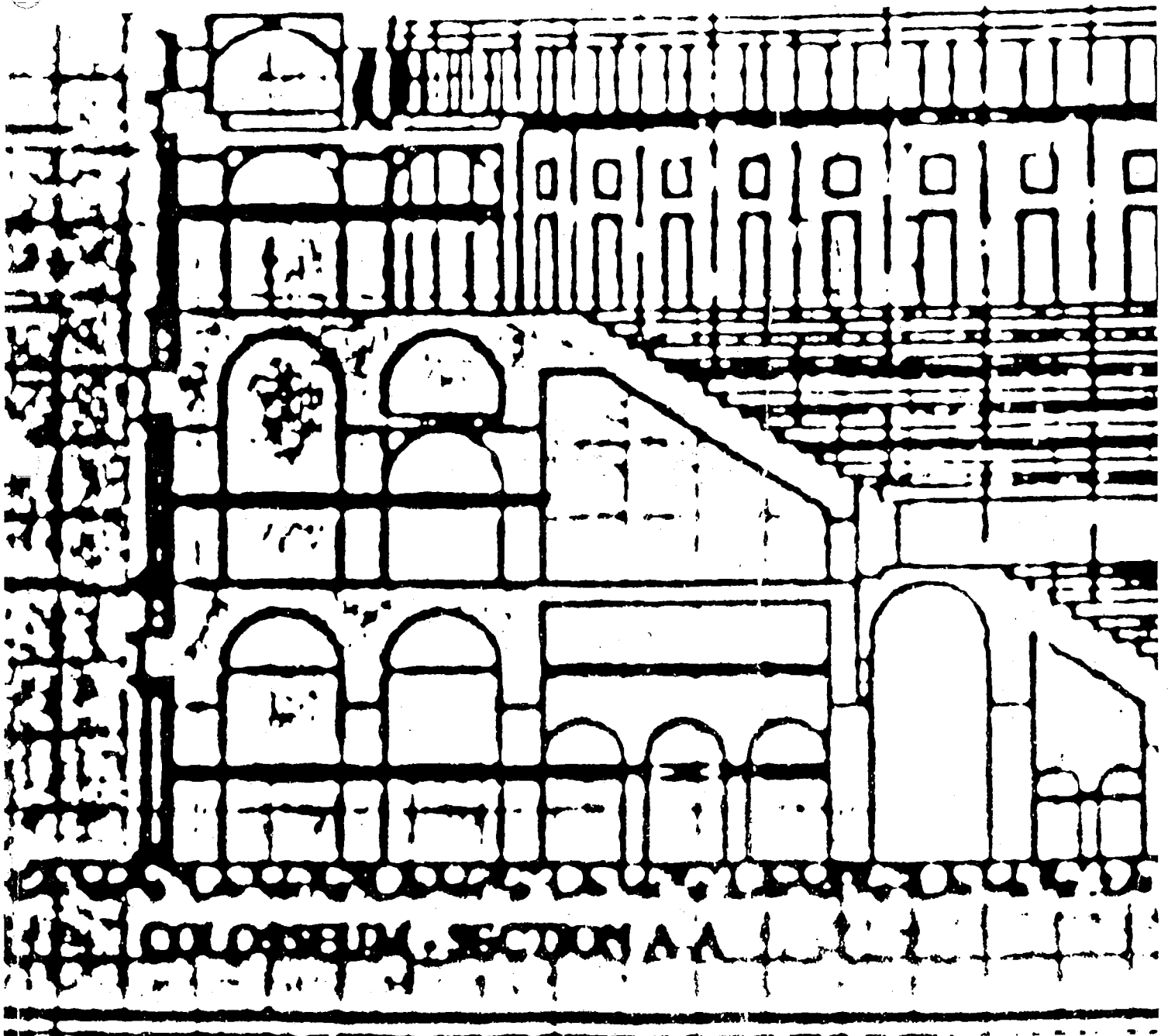
SCOTTISH HEALTH BUILDINGS

INDEX OF HEALTH BUILDING PLANNING GUIDANCE AND SCHEDULE OF DEPARTMENTAL COST ALLOWANCES

(SPSBTPI value 129)

THE SCOTTISH OFFICE
National Health Service in Scotland
Management Executive

July 1993



Index of Health Building Planning Guidance and Schedule of Departmental Cost Allowances:

General Notes

1. In the Index and Schedule for each category of accommodation the Reference Number originates from the NHS Estates Health Building Note (HBN) series. References are given to published Scottish guidance in the Scottish Hospital Planning Note (SHPN) series which replaces HBNs for use in Scotland. The Index lists SHPNs currently available and it should be noted that further SHPNs are issued in the course of every year.

2. The Schedule should be read and used in conjunction with Health Building Procurement in Scotland - Procedures Subsequent to Approval in Principle and Principles of Cost Control.

3. The Schedule is based on Scottish Hospital Planning Notes, Health Building Notes and other Design Guides (DGs) where applicable and in Scotland supersedes all other cost allowances relating to the various Health Building Notes.

4. Areas and costs for each category, effectively each hospital department or part of a department, are listed in terms of Functional Units, which are set out in the appropriate guidance. These consist of the Basic Accommodation, i.e. schedule of activity spaces and circulation etc., augmented by Essential Complementary Accommodation (ECA) where activity space and circulation etc. for additional functions is necessary and Optional Accommodation (OA) or an Optional Service (OS) where space and circulation etc or services for different operational requirements are necessary.

5. The areas quoted are for guidance only and are intended to be of help to health bodies in assessing options and in planning schemes. It is stressed, however, that it is not a requirement that the quoted areas should be provided; neither will the cost allowances be adjusted to take account of any variations between guidance areas and those adopted for a particular scheme provided the design fully meets the functional requirement.

6. The Departmental Cost Allowances (DCAs) in the Schedule are specific and cost control must be directed to ensuring that costs are contained within these limits: each cost allowance is the maximum that will be allowed for the department and is not negotiable. It will be for health bodies to determine the area achievable within mandatory cost allowances and the apportionment of the cost limit between elements in the light of the standards they propose to adopt.

7. The cost allowances are linked to the Scottish Public Sector Building Tender Price Index (SPSBTPI) compiled by the Scottish Office; its use for Health Building DCAs was announced in SHHD/DGM(1990)74.

8. Cost allowances of less than £20,000 have been rounded to the nearest £100, those greater than £20,000 and less than £50,000 to the nearest £500 and those greater than £50,000 to the nearest £1,000.

9. The schedule applies equally to building projects which require to be submitted to the Department for approval and those which are undertaken by health bodies within their delegated authority.

INDEX OF HEALTH BUILDING PLANNING GUIDANCE AT 1 JULY 1993

Available from H.M.S.O.

	HBN	SHPN	DBS	ACTIVITY DATA
1. Buildings for the Health Service	1988	1991	--	--
2. Hospital Briefing & Operational Policies	1992	in preparation	--	--
3. The Design of the Hospital	in preparation	--	--	--
4. Adult Acute Wards	1990	1992	1992	1992
6. Radiology Department	1992	--	--	--
8. Rehabilitation	1991	--	--	--
10. Catering	1986	--	--	--
11. Catering - Central Processing Unit etc	in preparation	--	--	--
12. Out-patients Department	1989	1992	1993	1993
12/1. Genito-urinary Medicine Clinic	1991	1993	--	1993
12/2. Oral Surgery, Orthodontics Restorative Dentistry	1992	--	--	--
13. Sterilizing & Disinfecting Unit	1992	in preparation	--	--
15. Pathology	1991	in preparation	--	--
16. Energy Centre	(1965) in preparation	--	--	--
18. Office Accommodation	1991	--	--	--
20. Mortuary & Post-mortem Room	1991	in preparation	--	--
21. Maternity	1989	ref to SHPN 4 & 12	--	--
22. Accident & Emergency	1988	in preparation	--	--
23. Children	1984	ref to SHPN 4 & 12 & HPN1/H (1977)	--	--
24. Residential Accommodation	--	--	--	--
25. Laundry	(1977) in preparation	ref SHHD DG(1987)	--	--
26. Operating	1991	1992	--	1992
27. Intensive Therapy Unit	1993	--	--	--
29. Pharmaceutical Services	1988	--	--	--
34. Estate Maintenance & Works Operations	1992	1992	--	--
35. Acute Mental Illness	1988	in preparation ref to SHPN 4 & HPN 1/J,K,L & M	--	--
37. Elderly	1981	ref to SHPN 4	--	--
38. Adult Acute Day Patients	1982	--	--	--
39. Ophthalmic Clinic	1982	--	--	--
40. Common Activity Spaces:				
1 - Layouts & Common Components	1986	1992	--	--
2 - Corridors	1986	1992	--	--
3 - Lifts & Stairways	1989	1992	--	--
4 - Designing for Disabled People	1989	1992	--	--
41. Staff Changing	1984	--	--	--
42. Education & Training	1989	--	--	--
45. External Works for Health Buildings	1992	1992	--	--
47. Health Records	1991	--	--	--
48. Telephone Services (Telecommunications)	1989	1993	--	1993
49. Receipt & Distribution Centre	in preparation	--	--	--
50. Isolation	in preparation	ref to SHPN 4	--	--
51. Main Entrance	1991	1992	--	1992
51/1. Miscellaneous Spaces in a D.G.H.	1991	1992	--	1992
52. Accommodation for day Care				
Vol. 1: Day Surgery Unit	1993	--	--	--
Vol. 2: Endoscopy Unit	in preparation	--	--	--
Vol. 3: Medical Invest/Treatment Unit	in preparation	--	--	--

SCHEDULE OF DEPARTMENTAL COST ALLOWANCES

ALPHABETICAL INDEX

<u>DEPARTMENT</u>	<u>REF. No.</u>	<u>PAGE No.</u>
Accident and Emergency	22	7
Adult Acute Day Patients	38	9
Adult Acute Wards	4	4
Catering	10	5
Children	23	7
Communications	40	10
Day Care (Surgery)	52/1	12
Education and Training	42	10
Elderly	37	9
Energy Centre	16	6
Estate Maintenance & Works Operations	34	8
External Works	45	11
Genito-urinary Medicine Clinic	12/1	5
Health Records	47	11
Intensive Therapy Unit	27	8
Isolation	50	12
Laundry	25	7
Lifts	40	10
Main Entrance	51	12
Maternity	21	7
Mental Illness	35	9
Miscellaneous Spaces in a DGH	51/1	11
Mortuary and Post Mortem	20	7
Office Accommodation in Health Buildings	18	6
Operating	26	8
Ophthalmic Clinic	39	9
Oral Surgery, Orthodontics, Restorative Dental Surgery	12/2	5
Out-patients	12	5
Pathology	15	6
Pharmaceutical Services	29	8
Radiology	6	4
Receipt and Distribution (Stores)	49	12
Rehabilitation	8	4
Residential Accommodation	24	7
Staff Changing	41	10
Sterilizing & Disinfecting Unit	13	5
Telecommunications	48	11

Ref. No.	DEPARTMENT, Functional Unit, Essential Complementary Accommodation (ECA), Optional Accommodation (OA), Optional Services (OS).	Guide Area. m ² gross.	Cost Allowance. £000 @ 129.	Briefing/Planning guidance references. Available 1/7/93.
4	ADULT ACUTE WARDS 1 Bed (planned as 2 x 24 bed wards) ECA/ Seminar room (10 person " Office (Medical Staff Clinical Nurse Manager Clerical) " Interview/Overnight room " WC/Shower en suite " Laboratory OA/ Cook-chill trolley holding room OS/ Bed head compressed air/bed " Positive/Negative ventilation/4 room suite	25 20 13 13 4 10 26 -- --	16.1 9.1 7.4 6.1 7.1 9.7 16.9 0.4 29.0	SHPN 4 (1992) including DBS Notebook & Activity Space Data Sheets
6	RADIOLOGY 4 R/D Rooms 5 " " 6 " " 7 " " 8 " " Ultrasound suite Computed Tomography suite Nuclear Medicine Imaging suite ECA/Seminar room (20 person) " Counselling room OA/ Office (Medical Staff Clinical Nurse Manager Clerical) " Additional darkroom " Special Procedures changing room " Anaesthetic room " Lavage room - trolley OS/Cooling to diagnostic room " Humidity control to film processing area	780 900 1010 1260 1435 45 150 160 50 13 13 8 8 20 16 -- --	546.0 622.0 689.0 776.0 845.0 43.0 125.0 124.0 23.0 6.8 7.3 5.4 5.7 14.9 12.0 3.6 2.3	HBN 6 (1992)
8	REHABILITATION Shared unit small " " large Physiotherapy section 40 patient " " 60 patient Hydrotherapy section Occupational therapy section 19 patients " " " 33 " Speech therapy section 9 patients " " " 18 " ECA/ Splint preparation room " Assessment wheelchair store OA/ Office (Consultant/District therapist) " Consultant's C/E room " Office 1 (secretary) " " 2 " " Therapy suite for ward areas " Staff changing - Male " " " - Female	180 270 505 675 285 305 480 85 155 25 8 13 20 13 20 40 10 16	132.0 178.0 283.0 363.0 279.0 184.0 260.0 46.0 76.0 14.8 3.4 7.1 12.4 5.6 9.1 18.7 6.5 8.3	HBN 8 (1991)
cont'd. over				

R e f . No.	DEPARTMENT, Functional Unit, Essential Complementary Accommodation (ECA), Optional Accommodation (OA), Optional Services (OS).	Guide Area. m² gross.	Cost Allowance. £000 @ 129.	Briefing/Planning guidance references. Available 1/7/93.
8 cont'd.	OA/ ADL bedroom " " Utility/laundry " Children's therapy area " Sub-waiting (4 spaces) OS/ Pool counter-current unit " Piped oxygen & med. vac. (2 outlets)	20 15 74 8 -- --	11.1 9.9 34.5 3.4 3.9 1.2	
10	CATERING Kitchen 600 meals " " 1200 " OA/ Facilities for expansion of 600 ml kitchen Bulk store 600 meals " " 1200 " OA/ Storeman's office Dining room(s) 300 meals " " 600 " Servery 300 " " 600 " ECA/ Furniture store	685 850 90 105 160 8 335 560 120 175 17	919.0 1127.0 27 83 103 4.4 187.0 290.0 126.0 165.0 7.6	HBN 10 (1986) (consult CSA-BD catering adviser) (new Note on Central Processing in preparation)
12	OUT PATIENTS 6 C/E rooms 12 " " 18 " " Plaster facilities	430 835 1125 100	266.0 509.0 658.0 61.0	SHPN 12 (1992) including DBS Notebook & Activity Space Data Sheets
12/1	GENITO URINARY MEDICINE CLINIC Colposcopy room with treatment facilities C/E combined room Primary analysis facility - 2 workstations " " " - 3 " Staff/patient facilities - Office/interview " " - Clinic reception Storage - Health records 7000 " " " 10000	30 24 16 20 13 10 12 16	16.7 14.5 11.4 13.1 6.8 5.4 6.1 8.0	SHPN 12 Supp. 1 (1993) including Activity Space Data Sheets
12/2	ORAL SURGERY ORTHODONTICS RESTORATIVE DENTAL SURGERY 4 Dental chairs 5 " " 6 " " OA/ C/E room " Ceramic work area OS/ Air cooling to C/E room	440 490 555 22 6 --	363.0 395.0 434.0 11.6 7.7 5.0	HBN 12 Supp. 2 (1992)
13 cont'd. over	STERILIZING & DISINFECTING UNIT 2 Sterilizers 3 " 4 " ECA/ Dept. staff changing - 40 person " " " " - 50 " " " " " - 66 "	1335 1645 1940 40 45 55	1430.0 1718.0 1923.0 25.5 28.5 32.5	HBN 13 (1992) SHPN in preparation

R e f . No.	DEPARTMENT, Functional Unit, Essential Complementary Accommodation (ECA), Optional Accommodation (OA), Optional Services (OS).	Guide Area. m² gross.	Cost Allowance. £000 @ 129.	Briefing/Planning guidance references. Available 1/7/93.
13 cont'd.	ECA/ Linen preparation section " Seminar room (10 person) OA/ Medical equipment section - 2 sterilizers " " " " - 3 " " " " " - 4 " " Workshop instrument minor repairs " Staff locker area - 40 person " " " " - 50 " " " " " - 66 " " Tug train coupling area	95 20 25 35 45 10 5 7 9 40	57.0 11.5 15.8 21.0 26.5 7.8 2.0 2.5 3.3 15.3	
15	PATHOLOGY Chemical Pathology Dept. Haematology Dept. Histopathology Dept. Microbiology Dept. Shared Accommodation TOTAL= ECA/ Gas cylinder store " Flammable fuel store " Control of Infection nurse's office OA/ Office Type A " Office Type B " Laboratory for office " C/E room " Space for extra person: Office Type A Office Type B Lab for office Secretary	345 385 320 455 555 2060 36 12 13 13 15 11 21 5 6 9 7	 2238.0 11.7 4.9 7.1 7.1 9.5 9.7 12.4 2.0 2.2 5.5 2.4	HBN 15 (1991) SHPN in preparation
16	ENERGY CENTRE Solid Fuel 1760kW " " 4400kW " " 6150kW " " 8800kW " " 11700kW " " 20500kW Oil Fuel 1760kW " " 4400kW " " 6150kW " " 8800kW " " 11700kW " " 20500kW	240 400 465 600 805 1310 225 370 420 530 705 1125	529.0 847.0 1027.0 1253.0 1436.0 1853.0 353.0 565.0 685.0 836.0 957.0 1235.0	HBN 16 (1965) (new Note on Energy Centre in preparation) Consult ME2 on policy
18	OFFICE ACCOMMODATION IN HEALTH BUILDINGS 10 Workstations 30 " 80 " OA/ Conference room (30 person)	195 555 1200 96	113.0 303.0 606.0 44.5	HBN 18 (1991)

Ref. No.	DEPARTMENT, Functional Unit, Essential Complementary Accommodation (ECA), Optional Accommodation (OA), Optional Services (OS).	Guide Area. m ² gross.	Cost Allowance. £000 @ 129.	Briefing/Planning guidance references. Available 1/7/93.
20	MORTUARY & POST MORTEM Body Viewing Suite Body Store 6 " " 12 " " 18 Deep Freeze 3 Post Mortem Suite OA/ PM Table " Office (Technician)	45 55 80 95 7 155 19 16	29.0 56.0 86.0 104.0 12.8 175.0 26.5 8.2	HBN 20 (1991) SHPN in preparation
21	MATERNITY 1 Bed (Obstetric) (planned as 2 x 20 bed wards) ECA & OA as Adult Acute Wards Ante Natal Clinic as Out-patients Dept. Delivery suite Special Baby Care (Neo Natal) Unit - 6 " - 8 " - 10	30 -- -- 800 240 250 290	19.3 -- -- 670.0 227.0 236.0 263.0	ref to SHPN 4 ref to SHPN 12 HBN 21 (1989)
22	ACCIDENT & EMERGENCY 10,000 attendances 20,000 " 30,000 " ECA/ Staff change - male " " - female " Recovery (one bed) " Office (Nursing officer) OA/ Major treatment room	430 520 670 12 24 12 12 27	350.0 399.0 525.0 7.2 12.5 8.6 6.8 34.0	HBN 22 (1988) SHPN in preparation
23	CHILDREN 1 Bed (Paediatric) (planned as 2 x 20 bed wards) ECA & OA as Adult Acute Wards Out-patients as Out-patients Dept. 24 Bed In-patient (Young Chronic Sick)	30 -- -- 875	19.3 -- -- 563.0	ref to SHPN 4 ref to SHPN 12 HPN 1 (1977) Supp. H
24	RESIDENTIAL ACCOMMODATION Type A " B " C " D " E " F Additional accommodation	19 25 37 52 97 81 rate/m ²	8.0 10.5 14.7 22.5 30.5 26.0 £336.75	Consult ME 2
25	LAUNDRY 55k articles/week 120k " 180k " 10k+ infant napkins/week Dry cleaning 600 Kilo/week " 950 " " 1450 "	1160 2200 3165 60 55 70 100	1074.0 2026.0 2877.0 47.5 60.0 75.0 102.0	HBN 25 (1977) (revision in preparation)
cont'd over				

Ref. No.	DEPARTMENT, Functional Unit, Essential Complementary Accommodation (ECA), Optional Accommodation (OA), Optional Services (OS).	Guide Area. m ² gross.	Cost Allowance. £000 @ 129.	Briefing/Planning guidance references. Available 1/7/93.
25 cont'd	Storage at sending hospital - 300 beds " " - 400 " " " - 600 " Personal clothes laundry service - 30/60 beds " " " - 90/120 "	75 110 155 27 32	22.0 31.0 42.5 33.5 46.0	SHHD Design Guide (1987)
26	OPERATING 4 Theatre 6 " 8 " ECA/ Seminar room (10 persons) " Office (Clinical Nurse Teaching) OS/ Ultra-clean ventilation	1180 1595 2145 24 12 --	1179.0 1593.0 2129.0 10.9 5.8 24.0	SHPN 26 (1992) including Activity Space Data Sheets
27	INTENSIVE THERAPY UNIT 6 beds 8 " 10 " ECA/ On-call room " Interview/overnight room " WC/Shower en suite	695 760 835 15 15 4	630.0 698.0 773.0 9.2 9.2 7.1	HBN 27 (1993)
29	PHARMACEUTICAL SERVICES In-patient dispensing - 450-600 beds " - 601-1200 " Sterile suite - small " - large Drug information - hospital level " - district level ECA/ Seminar room - 8 person " " - 20 " " Flammable store " Medical gas cylinder store " Computer facilities " In-process control lab. " Cytotoxic prep. room OA/ Office (reprographic service) Manufacturing Pharmacy	465 580 35 75 22 100 21 39 13 36 10 20 11 24 --	346.0 414.0 72.0 136.0 13.9 53.0 10.1 18.2 4.9 11.7 12.3 26.5 11.7 11.1 --	HBN 29 (1988) consult Chief Pharmacist SHHD
34 cont'd over	ESTATE MAINTENANCE & WORKS OPERATIONS Works department (250-349 beds) " (350-649 ") " (650+ ") External storage (250-349 beds) " (350-649 ") " (650+ ") ECA/ Flammable liquids store " Gas cylinders store " Corrosive liquids store ECA/ Supervisor's Office	620 715 805 195 245 300 8 4 6 12	392.0 422.0 454.0 26.0 31.0 36.0 6.9 1.6 8.6 6.3	SHPN 34 (1992)

Ref. No.	DEPARTMENT, Functional Unit, Essential Complementary Accommodation (ECA), Optional Accommodation (OA), Optional Services (OS).	Guide Area. m ² gross.	Cost Allowance. £000 @ 129.	Briefing/Planning guidance references. Available 1/7/93.
34 cont'd	OA/ Mess/changing facilities	15	10.5	
	" Machinery equipment store	38	17.7	
	" Vehicle compound	38	7.1	
	" Greenhouse	32	4.4	
	" Road salt/grit store	21	9.9	
	" Chemical store	3	3.4	
	" Fertiliser store	9	5.9	
	" Electric vehicle charging room	22	13.3	
	" Garage with hardstanding	38	11.0	
	" Glazier's workshop/store	18	8.5	
	EME Workshop (2 workspaces)	105	89.0	
	" " (3 ")	120	97.0	
	" " (4 ")	130	102.0	
	Satellite EME workshop	25	18.1	
	OA/ Anaesthetic equipment workshop	55	32.5	
	" Audiology " "	35	21.0	
	" Renal dialysis " "	115	62.0	
" Trainee EME technician	13	6.8		
OS/ Piped med. gases to EME w'kshop (4 no.)	--	2.6		
35	MENTAL ILLNESS 1 Bed (Psychiatric Assessment) (planned as 2 x 24 bed wards) ECA & OA as Adult Acute Wards 30 bed Psychiatric Rehabilitation 12 bed Acutely Disturbed mentally Ill 12 bed Acutely Disturbed Mentally H'capped 24 bed Elderly with Dementia 30 bed Elderly with Dementia Day hospital - 10 place " " - 20 " " " - 30 "	25 755 458 491 770 905 205 335 490	16.1 565.0 287.0 307.0 482.0 560.0 135.0 203.0 287.0	SHPN 35 in preparation ref to SHPN 4 HPN 1 (1985) Supp. J HPN 1 (1985) Supp. L HPN 1 (1985) Supp. K HPN 1 (1985) Supp. M HBN 35 (1988)
37	ELDERLY 1 Bed (Geriatric Assessment) (planned as 2 x 24 bed wards) ECA & OA as Adult Acute Wards Day hospital - 25 place " " - 40 " Admin. centre (200,000 pop'n.)	25 780 915 115	16.1 476.0 551.0 67.0	ref to SHPN 4 HBN 37 (1981)
38	ADULT ACUTE DAY 14 bed ward Treatment suite OA/ treatment room & bathroom	475 115 35	271.0 119.0 29.5	HBN 38 (1982)
39	OPHTHALMIC CLINIC 3 Consultants 4 " OA/ Dispensing optician	350 395 22	225.0 249.0 11.3	HBN 39 (1982)

Ref. No.	DEPARTMENT, Functional Unit, Essential Complementary Accommodation (ECA), Optional Accommodation (OA), Optional Services (OS).	Guide Area. m ² gross.	Cost Allowance. £000 @ 129.	Briefing/Planning guidance references. Available 1/7/93.
40	COMMUNICATIONS Corridors Staircases and half-landings Lift shafts & vertical ducts Plant room within buildings Roof plant rooms	rate/m ² " " " "	£325.60 £356.80 £245.55 £291.20 £262.85	HBN 40 vol. 2 (1986) HBN 40 vol. 3 (1989) HBN 40 vol. 3 (1989) see also SHPN 40 (1992)
40	LIFTS Passenger lift, 4 person, 2 level extra for each additional level up to 2 Passenger lift, 7 person, 2 level extra for each additional level up to 6 Passenger lift, 8 person, 2 level extra for each additional level up to 9 Goods lift, 1000kg load, 2 level extra for each additional level up to 5 Passenger/goods lift, 1000kg load, 2 level extra for each additional level Bed lift, 1800kg/27 person, 2 level extra for each additional level	-- -- -- -- -- -- -- -- -- --	15.9 1.3 25.5 1.5 30.5 2.3 21.5 1.3 23.0 2.0 48.0 3.2	HBN 40 vol. 3 (1989) At final cost limit stage, when fuller details of the type, heights and capacity of the lifts should be known, the cost should be based on an engineer's estimate.
41	STAFF CHANGING Manual 300 places 600 " 900 " Semi-automatic 300 places 600 " 900 " Fully automatic 300 places 600 " 900 " ECA/ Sewing room OA/ Additional uniform storage " Manual system 300 places " Automatic " " " " Additional storage on hangers " Manual system 300 places	265 440 625 285 485 690 230 350 475 21 5 25 12	133.0 197.0 268.0 140.0 213.0 291.0 122.0 167.0 219.0 8.6 1.8 8.8 3.9	HBN 41 (1984)
42	EDUCATION & TRAINING Teaching accommodation - Small unit " " - Medium unit " " - Large unit Lecture hall 80 place " 100 " " 120 " Library 42 place " 77 " " 160 " Postgraduate medical & dental education " " " Small unit " " " Large unit Nurse & Midwife education 185 place " " " 400 "	395 440 600 150 180 215 320 415 680 210 270 945 1625	231.0 260.0 334.0 117.0 136.0 152.0 134.0 172.0 264.0 106.0 130.0 540.0 847.0	HBN 42 (1989)
cont'd over				

