



THE SCOTTISH OFFICE

000976

NHS  
MEL(1993)126

National Health Service in Scotland  
Management Executive

St. Andrew's House  
Edinburgh EH1 3DG

Dear Colleague

**A STRATEGIC GUIDE TO ENVIRONMENT POLICY**

**A PROPOSAL TO ESTABLISH AN ESTATES  
ENVIRONMENT FORUM FOR THE NHS IN  
SCOTLAND**

**Summary**

1. The purpose of this letter is to invite your consideration of a proposal to formally establish an Estates Environment Forum for the NHS in Scotland.
2. The details of such a Forum along with the rationale behind its creation are outlined in the attached protocol. The protocol also describes a possible structure for the Forum and suggests how it could be financed.

**Action**

3. Chief Executives and others are invited to write to Ian McLuckie by 30 September 1993 indicating whether or not they support the proposal in principle and offering any qualifying views on the enclosed protocol.

Yours sincerely

P.P. H R McCALLUM  
Director of Estates

13 September 1993

**Addressees**

For action:  
Chief Executives,  
NHS Trusts

Unit General Managers

General Managers,  
Health Boards

General Manager,  
Common Services Agency

General Manager  
State Hospital

For information:  
General Manager  
Health Education Board  
for Scotland

**Enquiries to:**

Mr Ian McLuckie  
NHS in Scotland  
Management Executive  
Room 370  
St Andrew's House  
EDINBURGH EH1 3DG  
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ANNEX

Background

1. On 8 January last, I sent to you a copy of "A Strategic Guide to Environment Policy" under cover of MEL(1993)1. The Guide reflected the Government's environment policies and called upon you to prepare, formulate and implement a local environment policy.
2. Arising from that letter, Ian McLuckie the named contact point in this Division, received numerous enquiries focusing in the main on how best to give practical effect to the Strategic Guide both in the preparation of Environment Policy Statements and in the practical implementation of such policies to the benefit of the NHS and the wider community.
3. As a result of those enquiries, Mr McLuckie met with a wide range of people from NHS Trusts, DMUs and Health Boards. This proposal to establish a Forum has arisen out of these deliberations.

Proposal

4. The Forum would be established on the lines of the attached protocol. Although it is essentially a Provider responsibility, it is recognised that Purchasers do also have an interest in the subject and this is reflected in the proposal.
5. The Management Executive's role to date has been as an enabler. I see it as extremely important that the proposed Forum is established as a freely entered into expression of shared interest and joint working within the NHS and in the main amongst NHS Trusts. I fully support and endorse the proposal and I am happy to give practical effect to this by helping to facilitate its setting up and provide an independent Chairman in Mr McLuckie.
6. As will be seen from the attached, the Forum would be served by an executive team of appropriate professional officers who would be responsible for administering the development programme of research and guidance as agreed by the Forum members. The executive team would in turn be supported by 6 sub-groups of professionals addressing the main environmental areas of Pollution, Energy, Waste, Natural Resources, Procurement and External Relations.
7. The Forum's objective would be to create cost effective guidance, to assist Trusts and DMUs to promote a healthy environment and thereby help achieve a healthier population.
8. Working together members of the Forum would establish best practice advice and explore new initiatives in the field of Environment Management in the NHS.
9. The Forum would administer an accreditation award scheme making awards to Trusts and DMUs for achieving recognised Environmental Standards.
10. Performance indicators would be developed by the Forum to recognise continued activity in improving the Environment.

11. The costs of the Forum would be met by subscription, currently estimated to be in the region of £500 per Trust/DMU/Health Board for the remainder of this financial year. Future financial years will require more but the Forum would establish the costs based on an agreed Business Plan.