



National Health Service in Scotland
Management Executive

St. Andrew's House
Edinburgh EH1 3DG

Dear Colleague

HEALTH BUILDING NOTE (HBN)25: LAUNDRY AND
SCOTTISH HOSPITAL PLANNING NOTES

Summary

1. This letter draws to the attention of Health Boards and Trusts the publication of Health Building Note (HBN)25 published by NHS Estates earlier this year. A copy of the Health Building Note is enclosed for your use, subject to paragraph 3 below. Further copies of Health Building Note 25 are available from HMSO, price £45.00 each.

Background

2. SOHHD/DGM(1991)79 issued to the NHS in Scotland on 13 September 1991 introduced a new series of Scottish Hospital Planning Notes (SHPNs). This letter stated that SHPNs would draw on Health Building Notes (HBNs) produced by the Department of Health. Most Scottish Hospital Planning Notes are self contained documents but some are lead documents to be read in association with the counterpart HBN. Lead documents are published when Scottish clinical practice does not vary significantly from the rest of the UK.

3. Although Health Building Note (HBN)25 contains some references, which are not applicable in Scotland, the guidance does not reflect any operational differences which would prevent it from being used in Scotland. In these exceptional circumstances it has therefore been decided not to issue an SHPN as defined in paragraph 2 above, but to commend HBN 25 for use in Scotland subject to the minor amendments listed in the Annex to this letter.

4. The Departmental Cost Allowances associated with Health Building Note 25 are being prepared and will be issued by letter to health bodies as soon as possible.

29 December 1994

Addressees

For action:
Chief Executives,
NHS Trusts

Acting Chief
Executives, Shadow NHS
Trusts

General Managers,
Health Boards

Unit General Managers,
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COMMON SERVICES AGENCY	
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Action

5. Health Boards and NHS Trusts should ensure that the guidance in HBN 25 is taken into account, when briefing and planning accommodation for laundry services.

Yours sincerely

A handwritten signature in black ink, appearing to read 'H R McCallum', with a stylized flourish at the end.

H R McCALLUM
Director of Estates

ANNEX

AMENDMENTS TO HEALTH BUILDING NOTE 25: LAUNDRY TO MAKE IT SUITABLE FOR USE IN SCOTLAND

1. Health Building Note 25 contains references to publications which are not applicable in Scotland. These and their Scottish equivalents are:-

- Para 1.2 - HC (87)30 does not apply, refer to NHS MEL(1993)7 - "Hospital Laundry arrangements for Used and Infected Linen" and the amendments in NHS MEL(1993)86;
- Para 1.8 - Capricode procedures do not apply in Scotland; refer to Health Building Procurement in Scotland issued with SHHD/DGM (1987)13 and SOHHD/DGM(1991)38
- Para 1.9 - The Equipment Cost Allowance Guide does not apply in Scotland, refer to SHHD/DGM(1989)96 for guidance on cost allowances for groups 2, 3 and 4;
- Para 2.9 - WKO (81)4 does not apply in Scotland, refer to SHHD/DS(82)19 which includes guidance on the cost of upgrading accommodation;
- Para 2.9 - Add a sentence as follows:- "When proposals to carry out alterations or extensions to existing buildings are being considered, reference should be made to the current guidance for the appraisal of capital investment schemes in Fin GEN(1994)2.
- Para 2.33 - HC(87)30 does not apply in Scotland, refer to NHS MEL(1993)7 and NHS MEL(1993)86.
- Figures 1 and 2, refer to NHS MEL(1993)7 and NHS MEL(1993)86 for definitions of soiled, fouled and infected linen;
- Para 3.23 - delete reference to HC(88)60HC(FP)(88)29: this does not apply in Scotland. Replace HN(90)27/LASSL(90)15 by NHS Circular No 1991(GEN)1.
- Para 3.29 - HSG(92)22 does not apply in Scotland, refer to NHS MEL(1992)35;
- Para 3.30 - HC(85)22 does not apply in Scotland, refer to NHS MEL(1992)24 issued with the revised NHS Security Manual;
- Para 3.33 - The Building (Disabled People) Regulations 1987 and Approved Document M - "Access for the Disabled" do not apply, refer to "Part T of the Technical Standards for compliance with the Building Standards (Scotland) Regulations 1990 as amended by the Building Standards (Scotland) Amendment Regulations 1994". Refer also to SHPN 40 which is the lead document to be read with HBN 40 Vols 1-4.

Para 5.6 - replace with the following:-

"Where alternative design solutions are available these should be assessed in accordance with the current guidance on the preparation of option appraisals and business cases contained in NHS Circular Fin GEN(1994)2.

Para 5.46 - For guidance on policy, design, commissioning and maintenance requirements for the installation of domestic hot and cold water (DHCW) services in Scottish Health Care Premises see Scottish Hospital Technical Note (SHTN)2: "Domestic Hot and Cold Water Systems for Scottish Health Care Premises"; issued by The Scottish Office under cover of NHS Circular EPM(1994)17.

Para 6.2 - delete "Capital Investment Manual" and replace with "Health Building Procurement in Scotland - Principles of Cost Control issued under cover of SHHD/DS(85)58".

2. The position regarding the various FIRECODE references in the Building Note is as follows:

2.1 The following does not apply in Scotland;

Paras 3.26

and 5.15 - "HTM 81 Fire Precautions in New Hospitals":-

Health Boards and NHS Trusts should refer to "Fire Safety: New Health Buildings in Scotland" issued under cover of the letter of 5 May 1987 (SHHD/DGM(1987)33) and "Firecode in Scotland: Policy and Principles" HMSO 1994 issued with NHS MEL(1994)35.

2.2 The following are suitable for use in Scotland.

Para 5.15 - HTM 82: Fire Alarm and Detection Systems (1989) - see SHHD/DGM(1989)67
HTM 83: General Fire Precautions (1994) - see NHS MEL(1994)35.
Fire Practice Note 1: Laundries (1987) - see SHHD/DGM(1988)61.

3. Nucleus does not apply in Scotland; delete paras 2.36, 4.4.

NHS in Scotland
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Directorate of Trusts
Estates Division
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