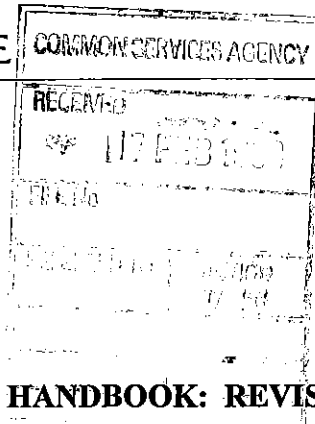




THE SCOTTISH OFFICE

Department of Health



NHS  
MEL(1998)9

NHS Management Executive  
St. Andrew's House  
Edinburgh EH1 3DG  
16th February 1998

Telephone 0131-244  
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Dear Colleague

**NHS PROPERTY TRANSACTIONS HANDBOOK: REVISED EDITION (NOVEMBER 1997)**

1. This letter provides colleagues with 3 copies of the new (November 1997) edition of the Property Transactions Handbook. +
2. The revisions in this edition generally fall into two categories, namely those intended to improve the guidance and those intended to reflect changes in the organisations and the references mentioned in the Handbook. There are no changes to the delegations which were substantially increased in the April 1996 edition as promulgated by MEL(1996)44, although holding bodies must now notify the NHS Chief Executive in cases where the independent valuer and the property adviser disagree (see appendix to annex 1, note V).

Action

3. It is recommended that the guidance in the new edition should be applied to individual transactions as soon as practicable. The mandatory requirements (Part B) and the requirements in respect of transactions subject to notification to the NHS Chief Executive (annex I) must be adopted immediately.

Further Information

4. It has been decided on this occasion to print and re-issue the complete content of the Handbook, ie with the exception of the binder and the "Part" and "Section" dividers. Pages with changes are marked "November 1997".
5. Holding bodies requiring additional copies of this edition may obtain them by telephoning Debbie Marshall or Isabel Farwell on (0131)244 2082. Consultants wishing to purchase a copy for their own use may do so through HMSO, 71 Lothian Road, Edinburgh EH3 9AZ (Tel: (0131)228 4181). The price is £20.

Yours sincerely

*Peter Collings*

DR PETER COLLINGS  
Director of Finance

\* AVAILABLE TO LOOK AT  
FROM ISS LIBRARY

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