

**LHB14 BOARD OF MANAGEMENT OF ROYAL EDINBURGH AND
ASSOCIATED HOSPITALS**

Introduction

- 1 Minutes Books: Board of Managers, 1948 - 1974
- 2 Agenda Books, 1948 - 1970
- 3 House Committee Minute Books, 1948 - 1950
- 4 Management Group Consultative Committee Minutes, 1951 - 1953
- 5 Joint Consultative Staffs Committee Minutes, 1959 - 1967
- 6 Executive Group Minutes, 1972 - 1976
- 7 Structure and Membership of Board of Management and Committees,
1954 – 1974
- 8 Staff newsletter, 1968-1971
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Introduction

The National Health Service (Scotland) Act, 1947, set up Regional Hospital Boards and, within them, Boards of Management responsible for the administration of groups of hospitals. This system operated until the reorganisation of the National Health Service in 1974.

The Board of Management for the Royal Edinburgh and Associated Hospitals formed part of the South Eastern Regional Hospital Board and consisted of the undernoted hospitals.

- Gogarburn Hospital (from 1969)
- Marchhall Nursing Home
- Rosslynlee Hospital (from 1957)
- Royal Edinburgh Hospital (including clinics)

Following the NHS (Scotland) Act 1972, Regional Hospital Boards, Boards of Management and Executive Councils were abolished in 1974.

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1 Minute Books, Board of Managers, 1948-1974

The Minute Books record the administration of the hospitals by Board. Business covered includes finance, appointments and resignations of staff, purchases of equipment, management of gardens and grounds, and hospital developments. Appointments to different committees and reports by these committees are also given.

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|----|---------------------|--|
| 1 | Jun 1948 – Oct 1951 | Minutes of the Board of Managers of the Royal Edinburgh Hospital for Mental and Nervous Disorders. Chronological summary index of margin headings. |
| 2 | Oct 1951 – Sep 1954 | Minutes of the Board of Managers of the Royal Edinburgh Hospital for Mental and Nervous Disorders. Chronological summary index of margin headings. |
| 3 | wanting | |
| 4 | Mar 1955 – Dec 1955 | Minutes of Board of Managers of Royal Edinburgh (and Associated) Hospital(s) Vol 1. Minutes of Committee Meetings. |
| 5 | 1956 | Minutes of Board of Managers of Royal Edinburgh (and Associated) Hospital(s) Vol 2. Minutes of Committee Meetings. |
| 6 | 1957 | Minutes of Board of Managers of Royal Edinburgh (and Associated) Hospital(s) Vol 3. Minutes of Committee Meetings. |
| 7 | 1958 | Minutes of Board of Managers of Royal Edinburgh (and Associated) Hospital(s) Vol 4. Minutes of Committee Meetings. |
| 8 | 1959 | Minutes of Board of Managers of Royal Edinburgh (and Associated) Hospital(s) Vol 5. Minutes of Committee Meetings. |
| 9 | 1960 | Minutes of Board of Managers of Royal Edinburgh (and Associated) Hospital(s) Vol 6. Minutes of Committee Meetings. |
| 10 | wanting | |
| 11 | wanting | |
| 12 | wanting | |
| 13 | wanting | |

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1 Minute Books, Board of Managers, 1948-1974

14 wanting

15 wanting

16 wanting

17 wanting

18 wanting

19 Jan 1970 – Mar 1974 Minutes of Board of Management for Royal Edinburgh
and Associated Hospitals; Minutes of Committee
Meetings. Separate section for REH Endowment Fund
Minutes, 1955-1974. Partially indexed.

20 Jan 1949 – Sep 1954 Draft Minutes of Board Management Meetings. 15
Items.

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2 Agenda Books, 1948-1970

Bound notebooks giving copies of agendas for meetings spaced so that comments may be added.

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|---|---------------------|--|
| 1 | Jul 1948 – May 1951 | Board of Royal Edinburgh Hospital for Mental and Nervous Disorders. Chairman's copy. |
| 2 | May 1951 – Apr 1953 | Board of Royal Edinburgh Hospital for Mental and Nervous Disorders. Chairman's copy. |
| 3 | Aug 1952 – Mar 1954 | Board of Royal Edinburgh Hospital for Mental and Nervous Disorders. Clerk's copy |
| 4 | Jan 1963 – Apr 1970 | Board of Royal Edinburgh and Associated Hospitals. Loose leaf folder. |

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3 House Committee Minute Books, 1948-1950

The House Committee was responsible for housekeeping matters such as checking the tradesmen's accounts and passing them for payment.

1 Sep 1948 – Mar 1950

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4 Management Group Consultative Committee Minutes, 1951-1953

This committee was inaugurated in July 1951 and met to consider matters arising regarding staff duties and welfare, such as days off, recreational facilities, and health matters such as fumigation of bedding; ie it dealt with conditions of service.

1 Jul 1951 – May 1953

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5 Joint Consultative Staffs Committee Minutes, 1959-1967

This committee met to consider practical matters concerning staff welfare, such as cloakroom accommodation, provision of wall plugs, staff dances, provision of telephones, etc. It was not involved in matters regarding conditions of service.

1 May 1959 – Sep 1967

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6 Executive Group Minutes, 1972-1976

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|---|---------------------------|---|
| 1 | Sep 1972 – Mar 1974 | Executive Group Minutes. Contains notes on Tripartite Meetings, 9/1972-7/1973; notes on Executive Group meetings, 7/1973-3/1974. Indexed. |
| 2 | 22 Apr 1974 – 26 Sep 1977 | Board of Management for the Royal Edinburgh Hospital Minute Book. Acc 08/10. |
| 3 | Apr 1976 – Sep 1976 | Minutes of Executive Group. Also contains minutes and agendas for some FORUM meetings and one or two staff meetings. Folder. |

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**7 Structure and Membership of Board of Management and Committees,
1954-1974**

Board of Management Membership Cards: cards giving names of members of the Board, members of committees, office bearers and visitors; also dates of meetings. See also LHB14/10/2 for standing orders.

1-6	wanting	
7	1954	
8	1955	Two copies, one with ms annotations
9	wanting	
10	1957-1958	Two copies, one with ms annotations
11	1958-1959	Two copies, one with ms annotations
12	1959-1960	Two copies, one with ms annotations
13	1960-1961	Two copies, one with ms annotations
14	1961-1962	
15	1962-1963	Two copies, one with ms annotations
16	1963-1964	Two copies, one with ms annotations
17	1964-1965	Two copies, one with ms annotations
18	1965-1966	Two copies, one with ms annotations
19	wanting	
20	1967-1968	Two copies, one with ms annotations
21	1968-1969	
22	1969-1970	
23	wanting	
24/		

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**7 Structure and Membership of Board of Management and Committees,
1954-1974**

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|----|-----------|--|
| 24 | 1971-1972 | Two copies, one with ms annotations |
| 25 | 1972- 973 | Two copies, one with ms annotations |
| 26 | 1973-1974 | |
| 27 | Mar 1962 | Board of Management for the Royal Edinburgh
Hospital: memorandum on Administrative Structure. |

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8 Staff Newsletter, 1968-1971

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| 1 | Jan 1968 | Momentum – news letter of The Royal Edinburgh Hospital Group. From GD16. |
| 2 | Oct 1971 | Momentum – news letter of the Royal Edinburgh and Associated Hospitals. Contains photographs. Acc 08/10. |

9 Administration Files, 1948-1956

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|---|---------------------------|---|
| 1 | 11 Nov 1953 – 31 Mar 1956 | Contains details of senior staff appointments; capital expenditure; staff issues; Scottish Association for Mental Health minutes; patients' accounts; Board's submission to Guillebaud Committee review of NHS; report by IRC Batchelor on his research visit to USA; report on fire escapes at various Board properties. 2 folders. Acc 08/10. |
| 2 | 7 Aug 1950 – 28 Nov 1951 | Department of Health for Scotland – NHSR [National Hospital Service Reserve]. Concerns circulars from the Department on the Reserve (a auxiliary service to the NHS); pay and conditions; questionnaire on gardeners. Includes accommodation details for named staff; salary details for named staff; Vogrie gardens trading account; draft memorandum on the establishment of a Joint Consultative Staffs Committee; final report of Standing Advisory Committee on Hospital and Specialist Services Sub-committee on Organisation of Hospital Out-Patient Facilities; price schedules for central purchasing of equipment and drug supplies. Acc 08/10. |
| 3 | 9 Apr 1948 – 20 Jun 1950 | [Circulars from Department of Health for Scotland and South-Eastern Regional Hospital Board]. Concerns pay and conditions; staff records; training; Memorandum on Nursing (concerning the need for greater recruitment); list of boards of management and hospitals in the South-Eastern Region. 2 folders. Acc 08/10. |

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10 Miscellaneous, c1947-1950

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|---|-------------|---|
| 1 | 20 Sep 1950 | Extract of Matriculation of the Arms of the Board of Management for Gogarburn Institution, Corstorphine, Edinburgh. Official extract giving the description of the arms with a representation of them. Arms matriculated on 8/3/50 and extracted 20/9/50. Originally framed. Acc 08/10. |
| 2 | c1947 | Board of Management for The Royal Edinburgh Hospital – Standing Orders. From GD16. |