

Chief Executives – Scottish Local Authorities

Copy to: Local Authority Building Standards Managers

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Dear Chief Executive

BUILDING (SCOTLAND) ACT 2003 - ERRATUM TO HANDBOOKS AND FORMS

This guidance paper is intended to advise verifiers on the errors which have been identified since publication in the Handbooks in support of the Building (Scotland) Act 2003. It is suggested that Chief Executives might wish to circulate this guidance to senior buildings standards staff within their organisation.

TECHNICAL HANDBOOKS

Section 0 : General (Domestic and Non-domestic Handbooks)

In clause 0.4.1 Explanation, in the 5th paragraph delete the words 'or decrease.'

Section 1 : Structure (Domestic and Non-domestic Handbooks)

In clause 1.2.1 Disproportionate collapse, after the second paragraph insert the following paragraph with marginal reference 'Number of *storeys*':

'In calculating the number of *storeys* for the purpose of determining if a *building* has five or more *storeys*, no account shall be taken of any *storey* within a *roof space* where the slope of the roof does not exceed 70 degrees to the horizontal'.

Section 2 : Fire (Non-domestic Handbook)

In clause 2.9.24 External *escape stairs*, in the second bullet point, after the word 'is' insert the word 'not.'

In clause 2.9.16 Fire and smoke control in corridors, in the 4th paragraph, after the words '(see Annex 2.D),' insert a new sentence 'This does not apply to a place of lawful detention.'

Section 4 : Safety (Non-domestic Handbook)

In clause 4.5.0 Introduction, in the 5th paragraph last line, replace the word 'guidance' with 'evidence'.

Section 5 Noise (Domestic Handbook only)

In clause 5.0.3 Latest changes. replace the words in the entry to 5.1.13 with 'use of constructions described in the scheme operated by Robust Details Ltd'

In clause 5.1.1 General application to *dwelling*s. after the 3rd paragraph insert a new paragraph with marginal reference 'Additional guidance to *building* owners and tenants.'

The new paragraph to be inserted is ' While floor coverings are not part of the building regulations, it should be noted that panelled floor finishes, including laminated flooring, may severely reduce the impact sound insulation for *separating floors*, and specialist advice should be considered.

In clause 5.1.8 Floor type 1: Concrete base with soft covering, under the heading Soft Covering delete the first sentence in the note (NB) 'This floorcovering.' In the remaining sentence delete the word 'also'.

In clause 5.1.9 Floor type 2 : Concrete base with floating layer. replace entire text for floating layer F1 with the following:

'Timber raft

Timber boarding or wood based board, minimum 18 mm thick, with tongued and grooved edges, fixed to minimum 45 x 45 mm (nominal) timber battens with a bonded integral resilient polymer-based layer. Polymer-based layers include foams, man-made fibres and elastomers. Resilient flanking strips at least 5 mm thick should be fitted between floor edge and wall/skirting junction. Floating floor treatment to demonstrate a weighted reduction in impact sound pressure level (ΔL_w) of at least 25 dB when measured in accordance with Annex 5.B. Follow manufacturer's instructions for installation of proprietary systems'.

In guidance clause 5.1.10 Floor type 3 : Timber base with floating layer. replace the text for Floor type 3A floating layer and resilient layer with the following:

'Floating layer

Two types of floating layer may be used:

- a. timber or wood based board, 18 mm thick with tongued and grooved edges and all joints glued. spot bonded to substrate of gypsum based board with minimum mass of 13.5 kg/m²; or
- b. a floating layer of two thicknesses of cement bonded particleboard with joints staggered. glued and screwed together, total thickness 24 mm'.

'Resilient layer

Resilient layer of a material with a weighted reduction in impact sound pressure level (ΔL_w) of at least 14 dB when measured in combination with the floating layer in accordance with Annex 5.B. Resilient flanking strips at least 5 mm thick should be fitted between floor edge and wall skirting junction.

Follow manufacturer's instructions for installation of proprietary systems'.

In clause 5.1.10 Floor type 3 : Timber base with floating layer. under the heading Floor type 3B Ribbed floor with absorbent blanket, replace the text for floating layer with the following:

'Floating layer

Floating layer of timber or wood based board. minimum 18 mm thick with tongued and grooved edges and all joints glued. spot bonded to and fixed through a substrate of gypsum based board

(minimum mass 13.5 kg/m²) to minimum 45 x 45 mm (nominal) timber battens with a bonded integral resilient polymer-based layer. Polymer-based layers include foams, man-made fibres and elastomers. Resilient flanking strips at least 5 mm thick should be fitted between floor edge and wall/skirting junction. Floating floor treatment to demonstrate a weighted reduction in impact sound pressure level (ΔL_w) of at least 14 dB when measured in accordance with Annex 5.B.

Follow manufacturer's instructions for installation of proprietary systems'.

In clause 5.1.10 Floor type 3 : Timber base with floating layer, under the heading Floor type 3C Ribbed floor with heavy deafening (pugging), replace text for type 3C-a floating layer with the following:

- a. Battens along top of joists.
Floating layer of timber or wood based board, minimum 18 mm thick with tongued and grooved edges and all joints glued, fixed to minimum 45 x 45 mm (nominal) timber battens with a bonded integral resilient polymer-based layer. Polymer-based layers include foams, man made fibres and elastomers. Battens placed on top of joists, in the same direction as the joists. Resilient flanking strips at least 5 mm thick should be fitted between floor edge and wall / skirting junction. Floating floor treatment to demonstrate a weighted reduction in impact sound pressure level (ΔL_w) of at least 14 dB when measured in accordance with Annex 5.B.

Follow manufacturer's instructions for installation of proprietary systems.

Annex 5.B

In annex 5.B, clause 5.B.2 Standardised core tests for impact sound reduction of soft coverings, under the heading Core floors, after the words 'Floor type 1' in paragraph a., insert 'and resilient strip for use in timber raft option for Floor type 2)' and in the following paragraph delete the words '25 mm sand cement screed' and substitute with '10 mm cement based screed with bonding agent'.

Appendix B : List of standards and other publications (Non-domestic Handbook)

In Appendix B : Other publications, under the heading Section 6 : Energy, delete the word 'interior' from the title of the publication 'Code for Interior Lighting (Society of light and lighting, 2002)'.

Appendix C : Cross-referencing (Domestic and Non-domestic Handbooks)

In Appendix C : Cross-referencing, under the heading Part D and Part E, delete all clause reference numbers.

PROCEDURAL HANDBOOK

1.1.1 The correct reference to the procedures regulations is 'The Building (Procedure) (Scotland) Regulations 2004'

3.9.2 Note that normally the date of signature is the only relevant date. However, the date of warrant application will be relevant at a time when the regulations are changing. The verifier has to be sure a certificate relates to the regulations applicable at the time of warrant application.

3.13.6 The notification to a verifier of the intention to use an approved certifier need only be signed by the applicant (or his agent), not 'the relevant person and the certifier'.

3.14.10 After the clause beginning 10% and finishing and, insert '/or'.

3.14.11 The phrase 'a defined trade or installation' is not part of the Fees Regulations, and is only an indication of the intention of the regulations.

Diagram page 57, procedures applying to property transfer. Note that for work done before 15 05, where no completion certificate is available, there should be an option to submit a late completion certificate, as the 2003 Act permits that. Nevertheless, as it is the regulations at the date of submission that apply, and full documentation such as drawings and specifications is required, it is not likely that this late submission will be practical for most cases, and over time will be even less so.

14.1.1 The verifier should submit the list of applications each 7 days.

FORMS

Form 1 In note 4, two lines intended for deletion have been printed i.e. 'of the date on which the work is completed (unless a completion certificate is submitted in place of the notice)'. These words should be ignored.

Form 4 Where it says '..the limited-life building warrant detailed above..' it should be 'below'

Form 7 This form refers to 'details of notice' and in the declaration to 'work required by the above specified notice'. However work done under section 29(5) does not require a notice. It is suggested that until this can be corrected, the form is used for work done under section 29 as follows – under 'details of notice' say it is for work done without a notice, and describe the work. Then just sign the declaration as it stands, referring to 'the notice' above, because you will now have a description of the work under the heading 'details of notice'.

Model Form B 'Duly appointed agent' should read 'Duly authorised agent' both for the name and address and the signature for the declaration.

FURTHER INFORMATION

Should verifiers have any questions on this guidance they should approach the Agency

Yours faithfully

DR PAUL STOLLARD
Chief Executive