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The preparation of British Standards for building and civil engineering

Part 3. Guidance to BSI committees on the preparation
of British Standards for use with the Building Act 1984

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FOREWORD

The Housing and Building Control Act 1984 included provisions for new building regulations. Those provisions are now included in the Building Act 1984 which is a consolidating measure and includes provisions from the Housing and Building Control Act 1984, the Public Health Acts 1936 and 1961, the Health and Safety at Work etc. Act 1974 and other Acts. The Act applies to England and Wales. There are no alterations at the moment to the regulations covering Scotland and Northern Ireland.

Under the Building Act 1984, the Secretary of State for the Environment is making new building regulations. Included in these regulations are a number of Schedules which cover the requirements for buildings.

The Schedules are in the form of functional requirements which (with one exception) rely on a concept of the adequacy necessary to secure reasonable standards of health, safety, energy conservation and access for the disabled. The exception (energy conservation) refers to a performance standard.

The new regulations will also provide (Regulation 10) for building work to be carried out with proper materials and in a workmanlike manner.

The requirements will be supported by Approved Documents. These will give practical guidance on acceptable levels of performance required to achieve adequacy and ways of achieving that performance (technical solutions).

Guidance on the procedural regulations is given in the Manual to the Building Regulations. The manual also contains a full list of Approved Documents current at the date of its publication.

This document outlines the relationship between British Standards and the Building Act 1984 and recommends actions which BSI should take to meet the needs of users of the regulations.

1. SCOPE

This Part of PD 6501 outlines the relationship of British Standards to building regulations made under the Building Act 1984 and recommends actions which BSI should take to meet the needs of users of the regulations.

NOTE. The titles of the publications referred to in this document are listed on the inside back cover.

2. BACKGROUND TO THE METHOD OF BUILDING CONTROL UNDER THE BUILDING ACT 1984

2.1 Building Act 1984

Under the Building Act 1984 the Secretary of State may, for any of the purposes of:

(a) securing the health, safety, welfare and convenience of persons in or about buildings and of others who may be affected by buildings or matters connected with buildings;

(b) furthering the conservation of fuel and power; and

(c) preventing waste, undue consumption, misuse or contamination of water;

make regulations with respect to the design and construction of buildings and the provision of services, fittings and equipment in or in connection with buildings.

There are limits to the buildings covered. The Act applies to England and Wales.

2.2 Building regulations

The new building regulations (a Statutory Instrument) will require (Regulations 6 and 8) building work to comply with the requirements contained in Schedule 1 to the regulations.

That Schedule is in the form of functional requirements which (with one exception) rely on a concept of the adequacy necessary to secure reasonable standards of health, safety, energy conservation and access for the disabled. The exception (energy conservation) refers to a performance standard.

The new regulations will also provide (Regulation 10) for building work to be carried out with proper materials and in a workmanlike manner.

2.3 Approved Documents

The requirements will be supported by Approved Documents. Approved Documents give practical guidance on possible ways of achieving a standard of adequacy. They may give guidance in more than one way: they may describe particular methods of construction (technical solutions), give references to other publications (alternative approaches) or give acceptable levels of performance.

Technical solutions describe some of the more widely used methods of construction which achieve a standard of adequacy.

Alternative approaches are usually based on a British Standard giving recommendations for good practice and give the opportunity to use more complex procedures.

The status of Approved Documents is that they are approved as giving practical guidance with respect to the requirements that they support. There is no obligation to adopt any particular solution in the Approved Document and the requirement may be met in another way but, if a contravention of a requirement is alleged, a court may have regard to the Approved Document in considering liability. (Section 7 of Building Act 1984: see appendix A.)

2.4 The Manual

The Manual to the Building Regulations (to be published by HMSO) acts as a bridge between the regulations and the Approved Documents and gives guidance on the procedural regulations. The Manual also contains a list of Approved Documents current at the date of its publication.

2.5 Responsibility for Approved Documents

The Building Act lays down the methods of approval of documents for the purposes of building regulations (Section 6: see appendix A).

These are:

- (a) for the Secretary of State to approve and issue any document (whether or not prepared by him);
- (b) for a body designated by the Secretary of State to approve and issue any document.

The power to designate a body under (b) is exercisable by order made by statutory instrument which is subject to annulment in pursuance of a resolution of either House of Parliament.

At the moment there are no bodies designated by the Secretary of State. BSI is discussing the procedures with the Department of the Environment and, at a future date, may (with other organizations) become a designated body.

Also at the moment all Approved Documents have been produced by the Department of the Environment. For the purpose of this document they are referred to as 'First phase Approved Documents'.

It is the Secretary of State's intention to approve documents produced by organizations as soon as suitable documents are available.

2.6 References in Approved Documents to British Standards

Most of the first phase Approved Documents refer to relevant British Standards on the basis that compliance with the relevant recommendations designed to achieve a standard of good practice will also achieve the acceptable levels of performance which are all that is needed to comply with the regulations.

Each reference is either:

- (a) to a complete British Standard; or
- (b) to a complete Part of a British Standard; or
- (c) to selected parts of a British Standard. These may be to clauses or chapters, which are identified in the Approved Document; or
- (d) by a general reference in the form 'the requirements can also be met by following the relevant recommendations of BS'. The Approved Document does not identify the relevant recommendations which will therefore be a matter of agreement between the applicant and the building control authority or approved inspector.

References to undated British Standards are to the versions of the standards (with amendments if any) current at the date of publication of the Approved Document, though this should not preclude the use of later versions.

References to dated British Standards (with quoted amendments) are specific to the version quoted.

Appendix B gives a list of Approved Documents and the British Standards which are relevant, together with the responsible technical committee.

For use by BSI committees, appendix C has the British Standards arranged in order of the responsible technical committee.

2.7 Requirements of Approved Documents or of documents referred to in Approved Documents

An Approved Document from whatever source (or any document referred to in an Approved Document) should satisfy the following requirements.

- (a) It should identify the acceptable level of performance which provides the basis for enforcement and, in the last analysis, criminal proceedings.
- (b) It should match the need of the expected readership. It has been said that three quarters of all plans are deposited for minor works. For this reason the first phase Approved Documents have been written (in general) for the technician and the craftsman.
- (c) It should give practical examples of forms of construction which can be adopted or followed with minor variations.
- (d) It should avoid excessive detail in the body of the text; the detailed recommendations should be available in case they are needed to clarify the meaning in the event of disputes. and
- (e) It should be sufficiently self-contained to achieve a solution by using the document alone.

2.8 Time table

It is the intention that the regulations will come into effect by the end of 1985 using the first phase Approved Documents as published with the references to British Standards as shown in appendix B.

Subsequently, revisions to the manual will be made in the following way:

- (a) updating of references;
- (b) inclusion of new references;
- (c) identification of relevant parts of British Standards (see clause 3);
- (d) use as Approved Documents of documents produced by bodies other than the Department of the Environment;
- (e) use as Approved Documents of documents produced by designated bodies, which could include BSI.

3. EFFECT ON BRITISH STANDARDS

3.1 Objectives for BSI

It should be the aim to ensure there is a set of British Standards for use with the regulations either as Approved Documents or for reference in Approved Documents. These should be based on realistic standards to meet the objectives of the regulations, which in the main are concerned only with reasonable standards of health and safety.

However in producing such standards committees should consider the overall purposes of British Standards in the particular area and should ensure that they continue to give full guidance to users on relevant aspects of the subject which may lie outside the scope of the regulations.

For this reason, technical committees may decide to provide the information required for the regulations in a number of ways, bearing in mind that in areas covered by the regulations, the standard should contain all the information needed for compliance with the regulation including simple solutions as well as more detailed advice and the requirements given in 2.7.

The options which they can choose are as follows:

- (a) To produce a British Standard (or a Part of a British Standard) for use as an Approved Document. This should only contain information on matters covered by the regulations.
- (b) To produce a British Standard covering a whole area of which only parts are relevant for the regulations. The clauses to which the Approved Document will refer should be written so that they can easily be identified and referenced. Preferably they should be complete in themselves and not dependent on other clauses or references in the standard, so that they could be printed separately in a BSI Handbook subsequent to their publication in the standard.

3.2 Action within BSI

3.2.1 General. This clause covers the actions which should be taken both in the short term and the future.

3.2.2 Short term. In view of the time scale in which the regulations will come into use, it is considered that technical committees cannot take any short term action relating to redrafting British Standards.

Where the first phase Approved Document makes specific reference to parts or clauses of a British Standard the action recommended in clause 14 of PD 6501: Part 1: 1982 (as amended) should be taken (see appendix D).

Where there are no specific references, no short term action can be taken.

3.2.3 Future actions. To meet the objectives of BSI the following actions should be taken in respect of British Standards referred to in the Regulations.

(a) Action where a British Standard exists and no revision is in progress. Where a British Standard exists and is not being revised, consideration should be given to re-arranging the information to meet the requirements given in this document. Where this is not possible consideration should be given to revising the British Standard.

It is not considered that this initial sorting process will lead to any amendment to the existing information unless this is out of date or incomplete.

When the revised document is published, the Approved Document will be able to make a specific reference and the action in clause 14 of PD 6501: Part 1: 1982 (as amended) can then be taken.

(b) Where revision to an existing British Standard is in progress or where a new British Standard is being produced. The relevant committee should consider how best to structure the document to meet the requirements, bearing in mind options (a) and (b) from 3.1 and having regard to the purpose of the document, and should ensure that the parts relevant to the regulations are produced as quickly as possible.

3.3 Where no British Standard exists

Following identification of such areas (see 3.4) Technical Committee B/145 should bring the need for a British Standard to the attention of the appropriate standards committee.

3.4 Method of achieving objective

BSI should ensure that this document is brought to the notice of all its relevant Councils and that it is circulated to all members of and organizations represented on the technical committees referred to in appendix C.

There is however a need for a co-ordinated approach to ensure that the documents provided form a cohesive pattern and that they meet the requirements of the users. PD 6501: Part 2 gives guidance on some aspects, including presentation.

It is therefore proposed that B/145 should act as a co-ordinating committee for the work involved.

As a first phase (to take place during 1985) B/145 will provide, through a consultant, a programme and time table for the work involved. This will include a review of the regulations, the first phase Approved Documents and on-going work in DOE; their relationship with existing British Standards and other appropriate documents and the proposed method or methods by which these can be restructured. It will also identify where there are new areas of work in which a British Standard should be provided. The consultant will work in conjunction with the relevant technical committees in preparing this programme, which should lead to a clear understanding by technical committees of what is needed, if necessary identifying alternative methods.

The proposed programme will then be made available to the Standards Committees for inclusion in their work allocation for 1986/87. It is envisaged that some of the work involved could be done within the technical committee but in other cases there may be a need for a consultant for an individual standard or group of standards and it will be for the technical committee to arrange for this. B/145 will continue to have a co-ordinating role, particularly between Standards Committees.

However the work is done, it should be stressed that the revision, amendment or production of a new British Standard will be the responsibility of the relevant and suitably constituted technical committee. Technical committees should take account of parallel work being carried out elsewhere (see 4.5 of BS 0: Part 1: 1981). They should give consideration to the guidance given in 'Guidelines for Government Representatives in BSI Committees. Section 8 Standards for reference in legislation: special considerations'. (See appendix E.)

Following the revision of the British Standards, BSI should consider providing the information required in the regulations in the form of packages or as direct extracts of the appropriate parts of British Standards.

APPENDIX A. SECTIONS 6 AND 7 OF THE BUILDING ACT 1984

Approved documents

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6.—(1) For the purpose of providing practical guidance with respect to the requirements of any provision of building regulations, the Secretary of State or a body designated by him for the purposes of this section may—

Approval of documents for purposes of building regulations.

(a) approve and issue any document (whether or not prepared by him or by the body concerned), or

(b) approve any document issued or proposed to be issued otherwise than by him or by the body concerned,

if in the opinion of the Secretary of State or, as the case may be, the body concerned the document is suitable for that purpose.

(2) References in this section and section 7 below to a document include references to a part of a document; and accordingly, in relation to a document of which part only is approved, a reference in the following provisions of this section or in section 7 below to the approved document is a reference only to the part of it that is approved.

(3) An approval given under subsection (1) above takes effect in accordance with a notice that is issued by the Secretary of State or, as the case may be, the body giving the approval and that—

(a) identifies the approved document in question,

(b) states the date on which the approval of it is to take effect, and

(c) specifies the provisions of building regulations for the purposes of which the document is approved.

(4) The Secretary of State or, as the case may be, the body that gave the approval may—

(a) from time to time approve and issue a revision of the whole or any part of an approved document issued by him or it for the purposes of this section, and

(b) approve any revision or proposed revision of the whole or any part of an approved document,

and subsection (3) above, with the necessary modifications, applies in relation to an approval that is given under this subsection to a revision as it applies in relation to an approval that is given under subsection (1) above to a document.

(5) The Secretary of State or, as the case may be, the body that gave the approval may withdraw his or its approval of a document under this section; and such a withdrawal of approval takes effect in accordance with a notice that is issued by the Secretary of State or body concerned and that—

(a) identifies the approved document in question, and

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(b) states the date on which the approval of it is to cease to have effect.

(6) References in subsections (4) and (5) above and in section 7 below to an approved document are references to that document as it has effect for the time being, regard being had to any revision of the whole or any part of it that has been approved under subsection (4) above.

(7) Where a body ceases to be a body designated by the Secretary of State for the purposes of this section, subsections (4) and (5) above have effect as if any approval given by that body had been given by the Secretary of State.

(8) The power to designate a body for the purposes of this section is exercisable by order made by statutory instrument, which is subject to annulment in pursuance of a resolution of either House of Parliament.

Compliance
or non-
compliance
with approved
documents.

7.—(1) A failure on the part of a person to comply with an approved document does not of itself render him liable to any civil or criminal proceedings; but if, in any proceedings whether civil or criminal, it is alleged that a person has at any time contravened a provision of building regulations—

(a) a failure to comply with a document that at that time was approved for the purposes of that provision may be relied upon as tending to establish liability, and

(b) proof of compliance with such a document may be relied on as tending to negative liability.

(2) In any proceedings, whether civil or criminal—

(a) a document purporting to be a notice issued as mentioned in section 6(3) above shall be taken to be such a notice unless the contrary is proved, and

(b) a document that appears to the court to be the approved document to which such a notice refers shall be taken to be that approved document unless the contrary is proved.

APPENDIX B. LIST OF APPROVED DOCUMENTS AND BRITISH STANDARDS RELATED TO THEM

NOTE. Appendix B is based on versions of Approved Documents available to BSI at 1 January 1985. They are due to be published by September 1985 and an updated version of appendix B will be produced following their publication.

<u>Approved Document</u>	<u>Clause in Approved Document</u>	<u>BS referred to</u>	<u>Title of BS</u>	<u>BS Committee</u>
A. Structure				
A1/A2 Stability	Appendix 1. Loading	BS 6399 Part 1	Design loading for buildings Code of practice for dead and imposed loads	CSB/54
		CP 3	Code of basic data for the design of buildings	
		Ch. V Part 2	Loading Wind loads	CSB/54
		CP 2004	Foundations	CSB/4
		[CP 110] Part 1 as read with Part 2 and Part 3	The structural use of concrete Design, materials and workmanship Design charts for singly reinforced beams, doubly reinforced beams and rectangular columns Design charts for circular columns and prestressed beams	CSB/39
		CP 117	Composite construction in structural steel and concrete Simply-supported beams in building	CSB/27
		[BS 5950]	The structural use of steelwork in building	CSB/27
		[BS 449] Part 2	The use of structural steel in building Metric units	CSB/27

[] Indicates that the new code or revised version will be considered for approval at the earliest opportunity after publication and the approval of the existing code will then be withdrawn.



<u>Approved Document</u>	<u>Clause in Approved Document</u>	<u>BS referred to</u>	<u>Title of BS</u>	<u>BS Committee</u>
	Structural work of aluminium	CP 118	The structural use of aluminium	CSB/36
	Structural work of masonry	BS 5628 Part 1	Code of practice for the structural use of masonry Unreinforced masonry	CSB/33
	Structural work of timber	BS 5268 Part 2	Code of practice for the structural use of timber Code of practice for permissible stress design, materials and workmanship	CSB/32
		[BS 5268 Part 3]	Code of practice for the structural use of timber Code of practice for trussed rafter roofs	
		CP 112 Part 2	The structural use of timber Metric units	CSB/32
		CP 112 Part 3	The structural use of timber Trussed rafters for roofs of dwellings	CSB/32

<u>Approved Document</u>	<u>Clause in Approved Document</u>	<u>BS referred to</u>	<u>Title of BS</u>	<u>BS Committee</u>
Appendix 2	Part 1. 1.1 Roof bracing	CP 112 Part 3	The structural use of timber Metric units	CSB/32
	Part 2. 2.1.1 Size of member	BS 5268 Part 2 (tables)	Code of practice for the structural use of timber Code of practice for permissible stress design, materials and workmanship	CSB/32
		BS 1297	Grading and sizing of softwood flooring	TIB/1
	2.1.2 Cross sectional dimensions	BS 4471 Part 1	Specification for dimensions for softwood Sizes of sawn and planed timber	TIB/1
	2.1.3 Strength classes	BS 5268 Part 2	Code of practice for the structural use of timber Code of practice for permissible stress design, materials and workmanship	CSB/32
	2.1.4 Lateral support	BS 5268 Part 2	Code of practice for the structural use of timber Code of practice for permissible stress design, materials and workmanship	CSB/32
	Table 2.1.3 Species/ Grade combination	BS 4978	Timber grades for structural use	TIB/1
	2.2 Span tables	BS 5268 Part 2	Code of practice for the structural use of timber Code of practice for permissible stress design, materials and workmanship	CSB/32

<u>Approved Document</u>	<u>Clause in Approved Document</u>	<u>BS referred to</u>	<u>Title of BS</u>	<u>BS Committee</u>
	Part 3. 3.3.2 Wall types	CP 121 Part 1	Walling Brick and block masonry	CSB/33
	3.3.4 Strength of walls	BS 5628 Part 1, table 2	Code of practice for the structural use of masonry Unreinforced masonry	CSB/32
	3.4.3 Modular bricks	BS 4011 (for derived sizes)	Recommendations for the co-ordination of dimensions in building. Co-ordinating sizes for building components and assemblies	BDB/4
	3.7 Maximum design wind speed	CP 3 Ch. V Part 2	Code of basic data for the design of buildings Loading Wind loads	CSB/54
	3.9 Construction, materials and workmanship			
	3.9.1 Bricks and blocks	BS 3921 DD 34 BS 187 DD 59	Clay bricks and blocks Clay bricks with modular dimensions Specification for calcium silicate (sandlime and flintlime) bricks Calcium silicate bricks with modular dimensions	CLB/7 CLB/7 CLB/7 CLB/7
		BS 6073 Part 1	Precast concrete masonry units Specification for precast concrete masonry units	CAB/11
		BS 5390	Code of practice for stone masonry	ECB/26