

Scottish Health Technical Memorandum 54

SHTM Building Component Series
User Manual

Contents

	<i>page</i>
1. Explanation of documentation in the Building Component Series	3
2. Introduction	4
2.1 General	4
2.2 Status.....	5
2.3 Format of Health Technical Memoranda.....	5
2.4 Further queries.....	6

1. Explanation of documentation in the Building Component Series

- 1.1 Health Facilities Scotland has introduced a new set of technical documentation derived from the Health Technical Memoranda covering Building Components.
- 1.2 New SHTMs 54 – 69 have been created and have been amended from the original HTMs to comply with Scottish Legislation, Technical guidance and NHSScotland documentation generally.
- 1.3 The content of the HTMs is the result of many years collaboration between professional staff of several disciplines within the NHS and DOH. Additional consultation has involved input from private practice, manufacturers and trade associations and testing organisations. There continues to be a collaborate approach in the ongoing updating of relevant documentation.
- 1.4 The new SHTMs in this Building Components Series rely on this work as completed and published to date. The focus of the update is in accordance with the statement in [paragraph 1.2](#).

2. Introduction

General

- 2.1 This Scottish Health Technical Memorandum provides an introduction to a series of SHTMs covering building components widely used in health buildings
- 2.2 These SHTMs were prepared for publication in December 2006. After this date, readers should ensure that they use the latest or new edition of all building legislation, British Standards etc, which may post-date the publication of these documents.
- 2.3 The building components included in the current series of Scottish Health Technical Memoranda are:
- 54 User manual;
 - 55 Windows;
 - 56 Partitions;
 - 57 Internal glazing;
 - 58 Internal doorsets;
 - 59 Ironmongery;
 - 60 Ceilings;
 - 62 Demountable storage system;
 - 63 Fitted storage system;
 - 64 Sanitary assemblies;
 - 66 Cubicle curtain track;
 - 67 Laboratory fitting out systems;
 - 69 Protection.
- 2.4 Additional SHTMs in this series may be published as the need arises.
- 2.5 These SHTMs contain information and guidance gained from experience of components in use; developments in components; and introduction of new components; guidance on other building components, materials, construction, technology where health building has specific requirements; relevant changes in British Standards, and other miscellaneous matters relating to building components. Excluded from these SHTMs are any matters relating to external works or specific structural components.
- 2.6 Components in production and prototypes have been tested and the results incorporated in the data.

Status

- 2.7 All information given in SHTMs is guidance. It is recommended that the guidance be followed if the building components are to provide a satisfactory level of service in a health building.
- 2.8 No information given affects the responsibility of the design team for the design, specification, and selection of components to meet the requirements of the project. It is important that specifiers satisfy themselves that selected components meet the recommended standards.
- 2.9 Wherever possible, users should give preference throughout all SHTMs to products and services from sources which have been registered under BSI Quality Assurance procedures under BS 5750, or other equivalent certification procedures.

First preference should be given to products and services from sources which have been registered under current BSI Quality Assurance procedures or other certification schemes. Suppliers offering products other than to British Standards should provide evidence to show that their products are at least equal to such Standards.

Format of Health Technical Memoranda

- 2.10 Each SHTM is similar in format and structure, and generally follows the sequence below:

Introduction

- 2.11 This section provides an introduction to the SHTM Building Component Series and to the particular component. The relationship to other data and components is described, and an advisory note on the status of the documents and terminology used is included,

Design and specification guidance

- 2.12 The general principles and benefits of the particular component or system are explained, together with data on the main dimensions.
- 2.13 Each component is described and, where practical, illustrated by dimensional drawings. Details of the performance of the components and/or systems are listed.
- 2.14 The integration of the component or system with other building and or engineering elements is explained, the detailed information is included on the application of the component or system.

Specifications

- 2.15 Some SHTMs contain a model specification which may be used as the basis for project specifications or obtaining tenders.
- 2.16 Where relevant, examples of suitable schedules or other documents are suggested. Contract and design responsibilities are advised.
- 2.17 Some of the SHTMs already include a typical specification clause. It is planned that future supplementary information will include additional typical specification clauses. Designers must ensure that all components are fully detailed and measured in the bills of quantities. Reference to the SHTM alone is not sufficient.
- 2.18 In some cases, the SHTMs are supported by appendices detailing tests, supplementary design and/or specification data etc. References setting out relevant Acts and regulations, British Standards, Codes of Practice (current at the time the SHTM was prepared), Building Research Establishment and Trade Association data and DH references complete the SHTM.

Further queries

- 2.19 Any enquiries regarding the technical content of these SHTMs should be emailed to enquiries@hfs.scot.nhs.uk