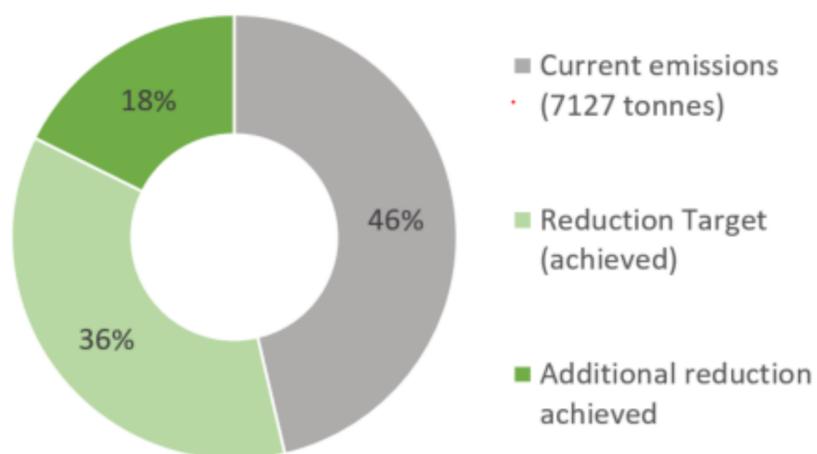


# Heating and cooling policy

Revised June 2020

Providing a comfortable working temperature for building occupants is important to the University but this has to be balanced against the University's energy consumption and the environmental consequences of artificially conditioning spaces. In 2010 the OU set a target of reducing carbon emissions by 36% by 2020/21. This goal has been achieved and exceeded with a total reduction of almost 54% (8251 tonnes). The OU continues to work towards reducing our carbon emissions and we are now thinking about future targets.

Reduction in carbon emissions since 2006 (15,378 tonnes baseline).  
A total carbon reduction of **53.65%** which is 8251 tonnes.



## Heating and Cooling Policy:

The majority of University occupied buildings are controlled remotely via the Building Energy Management System. Due to large variations from person to person it is difficult to satisfy everyone within the same thermal environment.

The workplace (Health, Safety & Welfare) Regulations 1992 and the associated code of practice states that: 'During working hours a reasonable internal temperature must be maintained and this must not be less than 16.C unless the work involves severe physical effort in which case the temperature can be lowered to no less than 13°C.'

The University endeavours to maintain working time space temperatures of 19 – 23°C in all buildings.

The heating systems will be turned off in early summer and turned back on in early autumn, depending on weather conditions. Portable heaters and air conditioning units may **not** be used without explicit consent from the Estates department.

The OU's utility bill is more than £3million a year. Recent international reports have highlighted the severity of the climate crisis and public awareness of sustainability and carbon emissions is increasing.

This policy will help users to understand our heating and cooling strategy and the limitations as to what can be achieved.

## What you can do to help:

- Report problems with heating and cooling to the Estates Liaison Line
- Dress appropriately for the weather and drink hot or cold drinks depending on weather conditions
- Use windows appropriately and make use of window blinds and curtains in hot and cold weather. This will help keep heat in during winter and help keep heat out in summer.
- Take regular breaks and when possible make use of flexible work times to avoid extremes of temperature
- Alert the Estates Liaison Line if you wish to work outside of normal working hours and ensure out of hours meetings on Walton Hall campus are booked using the central booking system
- Site workstations away from heat or cold sources
- Switch off unnecessary electrical equipment and lighting particularly in summer
- Think about saving energy whenever possible

If you require further information please contact Estates Liaison Line.

Telephone: Ext. 51000 or 01908 653286 Email: [Estates-Liaison@open.ac.uk](mailto:Estates-Liaison@open.ac.uk)

