

## **Basic Heating & Lighting Survey – 22<sup>nd</sup> February 2011,**

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All offices and laboratories have radiators whose temperature can be controlled by staff responsible for that area.

-The radiators in the stairwells seemed to be set on too high a setting and are on unnecessarily at weekends, they do not have functioning controls to allow staff to regulate. This has been reported to FM

- Some offices use portable electric heaters on very cold days particularly through November and December 2010, because of general heating problems in the building – we hope these will not be issues in the future since FM rectified the problems earlier this year.

- Windows are often open during the day in the women's toilets on the 2<sup>nd</sup> and ground floors as well as the radiators also being on – signs have been posted to make staff aware that radiators should be turned down or off if windows are to be left open during the day.

- It was noted that the movement sensitive lights in the stairwells come on unnecessarily during daylight hours. This has been reported to FM.

The Nicholson Lighting & Heating Responsibility Plan highlights the need for staff to be responsible for ensuring their own radiators are turned down low or switched off when not required. And to draw staff attention to radiators in communal areas which can be turned to a lower setting or off whenever necessary.