

## Ventilation in University buildings

Estates and Facilities have been working to assess and improve ventilation across our estate, using [Chartered Institute of Building Services Engineers guidance](#) (CIBSE), which consolidates all industry standard and governing bodies' guidance, and [Health Safety Executive \(HSE\) guidelines](#) to reduce the risk of transmitting COVID-19 through air supply.

Our University buildings and spaces have two main forms of ventilation:

- Mechanical – Fresh air supplied to spaces via ducting and grills
- Natural – such as opening windows.

### Mechanical ventilation

Our mechanical ventilation systems have been programmed to increase the amount of fresh air circulating as well as the length of time it's running for. Ahead of the new academic year, we have implemented several changes including:

- Significantly increasing the amount of fresh air in the air being supplied.
- Running the systems for longer – two hours either side of the use of space.

CIBSE and HSE COVID-19 related guidance recommend mechanical ventilation that provides 10 litres of air per second per person. We have administration and engineering controls in place to ensure we meet or exceed this. Our in-house mechanical engineers have performed checks on all CLS spaces and meeting rooms to ensure they meet the guidance for their allocated capacity.

Many of the measures put in place may not be immediately obvious, as often these are additional instalments in the infrastructure of the ventilation units.

### Natural ventilation

Both CIBSE and HSE guidance dictates that if mechanical ventilation is not installed then natural ventilation should be maximised. The Estates and facilities team has also assessed this capability in each room and where required, provided signage to indicate if there is a requirement to open the windows. Corridors for example largely benefit from excellent natural ventilation due to regular opening of windows and doors adjoining them.

All meeting rooms and CLS space have been assessed. If a room does not meet our regulations, it will be taken out of use.

Engineers from Estates and Facilities will continue to regularly check airflow in buildings to ensure our spaces are safe for the usage they are seeing. Further work continues to address the small number of spaces that are currently not in use.

## Shared spaces

Whilst there is no longer any legal requirement to socially distance, we have a responsibility to continue behaving in a respectful and thoughtful manner, and you may wish to consider additional measures such as reducing your time in smaller spaces such as kitchens, allowing fallow times between use in meeting rooms, or, where practicable, arranging spaces to provide 2m distancing. You will find further information on the use of shared spaces in our [Principles document](#). Please continue to be considerate of other people and consider how best to facilitate staff joining meetings if they have concerns.

Please visit the [Health Safety and Risk SharePoint](#) for further information, including the undated [Principles documentation](#).