

1 General.

- 1.1 The heating control system is Hive and is normally set remotely by mobile phone by the committee member who manages the system.
- 1.2 The water and zone heating in the CMH is via the oil-fired boiler.

2 Controlling Hardware

2.1 There are 3 heating zones in the building which can be controlled independently. The three zones are the main hall, Ladies and Gents toilets and Bar/ Hot water, respectively.

2.3 There are three thermostats:

One is in the main hall by the double door from the foyer. This controls the temperature to the Main Hall only.

One is in the Ladies toilet. This controls the heating to the Gents and Ladies toilets only and takes its instructions from the temperature in the Ladies toilet.

One is in the Bar by the entrance from the kitchen. It controls the heating to the Bar, Kitchen and the Green Room radiators. It also controls the hot water heating.

3 Instructions for heating

3.1 Each week the heating requirements are checked by viewing the bookings calendar. Each zone should take between 30 to 60 minutes to reach target temperature depending on ambient conditions. However, the toilets heat very slowly and we will soon be installing insulation which we hope will improve the heat-up time in this zone.

During periods when the Hall is not being used, the heating set at base load and pre-set at 12°C during the day and 10°C during the night.

Routine weekly bookings: Heating is scheduled for these events on a weekly frequency. These can only be changed by the Committee member who manages the heating via the Hive App on their phone.

One off bookings are identified for the week ahead and the heating is set as above.

Adjustments during your hire period:

If additional heating is required during your hire period check the “Boost” instructions below.

If the hall is too hot e.g. for sports events, the hirer can reduce the relevant thermostat temperature manually, but **please remember to set it back to the same pre-set temperature after your event as this may have been programmed for subsequent hirers’ needs.**

3.2 The hot water heating is pre-set. If the hot water needs to be boosted during a hire period check the “Boost” instructions below.

3.3 Boost instructions:

If the heating is not to the hirers’ satisfaction it may be Boosted on the relevant thermostat.

To boost the Bar heating, follow the below steps:

1. Press the Heating Boost button on top of the thermostat (right hand button) to turn the heating on for a pre-set period of time.
2. Press the Heating Boost button again to increase the length of the Boost.
3. Turn the dial to change the Boost temperature (its set to 22° by default which should be sufficient).
4. When the Boost finishes, the heating will go back to the pre-set schedule.
5. To cancel Boost early, press the Back button.

To boost the hot water, follow the below steps:

1. Press the Hot Water Boost button on top of the thermostat in the Bar (Left hand button) to turn the heating on for a pre-set period.
2. Press the Hot Water Boost button again to increase the time of the Boost.
3. When the Boost finishes, the heating will go back to the pre-set schedule.
4. To cancel Boost early, press the Back button.

To boost the Main Hall or Toilets heating:

The temperature is displayed on the face graphic of each thermostat. Use the up and down arrows to set a new temperature.