

This table of concerns is designed to outline the responsibilities of the PCBU for the leased premises at Atkinson Avenue, Otahuhu, and to the satisfaction of the Rise UP Academy EBOT, as a main stakeholder. There are questions with each of the Requirements & Obligations of the PCBU. The obligation for both the MoE and the Rise UP Academy EBOT is to ensure all Health & Safety requirements under the MoE EIS Health & Safety Work, are identified, addressed, and resolved to Standards set by the MoE under Best Practice.

Guidelines for Education Infrastructure Service for Health & Safety Work
The PCBUs Obligation is to:

CONSULT – **Rise UP Academy EBOT Response** How and what has the PCBU consulted to Rise UP Academy from the onset of the Lease of Atkinson Avenue Reconfiguration?

COOPERATE

RISKS - IDENTIFIED AND MANAGED – **Rise UP Academy EBOT Response**

What risks have been identified, assessed, and documented? As a major Project Stakeholder - Rise UP Academy has no other record of Risks apart from a few Building Issues on the Concept Plan, which identifies the internal issues. See CONCEPT PLAN RISE UP ACADEMY RESPONSE.

SHARE ALL RELEVANT INFORMATION – **Rise UP Academy EBOT Response**

Have all relevant documentation been supplied to the Rise UP Academy EBOT?

ALLOW ALL PARTIES TO CONTRIBUTE – **Rise UP Academy EBOT Response**

Please define the scope of contribution Rise UP Academy is allowed.

CONTRIBUTE TO DECISION-MAKING PROCESS – **Rise UP Academy EBOT Response**

The teachers are appreciative of the opportunity to provide their lens on the configuration of the learning space. However, it appears that not all areas of the decision making process has been afforded to Rise UP Academy.

The inventory of properties Rise UP Academy supplied to the Ministry Project Team failed to meet the Property Brief. In my telephone last conversation on the 1st March with Richard Nolands, it was indicated that there was a Property Search of between 40 – 50 properties, and the only property that met the brief was Atkinson Avenue Otahuhu. Therefore Rise UP Academy EBOT request the criteria used in the Project Brief to select Atkinson Avenue Otahuhu.

Rise UP Academy EBOT Response

Rise UP Academy were not afforded an opportunity to contribute to the Decision Making Process in the selection of Atkinson Avenue. Was a copy of the Project Brief supplied to the Rise UP Academy EBOT?

Express H&S Views. **Rise UP Academy EBOT Response**

Rise UP Academy EBOT is currently expressing H&S views.

Rise UP Academy EBOT Response

Concept Plan: Not all Identification of Risks are covered in the concept plan.

PCBU RESPONSIBILITY

EIS Health & Safety Work.

The reason for this is to ensure that PCBU's when working together are organised and take action to prevent any gaps in managing health and safety risks. Effective coordination and communication avoids unnecessary duplication of effort. EIS Health & Safety Work. Page 1

Rise UP Academy EBOT Response

It is for this purpose Rise up Academy are seeking full assurance that the PCBU is addressing and managing the health and safety risks in readiness for Rise up Academy occupancy.

Informs other PCBUs of known risks and coordinates with parties impacted by the risks. EIS Health & Safety Work. Page 1.

Rise UP Academy EBOT Response

The only information provided thus far is the information from the Concept Plan - Analysis of Existing Space. There is an email trail between the Principal, the Board Chair outlining concerns, and providing a general scope of tentative danger points. MoE responses are from the Minister, Richard Noland, the Anthea Morell acknowledging receipt of emails, and understanding the concerns of Rise UP Academy.

What other known risks apart from what has been documented in the concept plan has the Ministry Project Team identified?

Under the EIS Health & Safety Work Rise UP Academy School Board is a main Project stakeholder, and is entitled to access Property reports.

Property reports particularly where they may impact H&S should be discussed and explained to schools – EIS Health & Safety Work. Pg.3

Rise UP Academy EBOT Response

Can you please provide copies of any Property reports to thus far of any Project Reports Rise UP Academy EBOT that has yet to be disseminated.

EIS Health & Safety Work

There is an obligation under the EIS Health & Safety Work to School Boards to provide guidance to all project works. This is indicated in the Project Specific Tasks in the EIS Health & Safety Work.

Rise UP Academy EBOT Response

What guidelines of Project Specific Tasks. Has the PCBU provided to the Rise UP Academy EBOT?

Rise up Academy is seeking full assurance that the PCBU, by responding to the questions set under the EIS Health & Safety Work; Addressing and managing the health and safety risks in readiness for Rise up Academy occupancy; Respond to areas of concern highlighted in the Concept Plan for Atkinson Avenue, Otahuhu.

PROCESS AND COMPLIANCE REQUIREMENTS

School

School Property Entitlement

Rise UP Academy EBOT Response

Can you provide the formula used to calculate the space entitlement allocation for this specific proposed space?

Concept Plans

Rise UP Academy EBOT Response

Provide allocated square meterage for each learning space. We would like specific identification of the number of student space occupation MoE has set out for the teaching & learning spaces.

Rise UP Academy EBOT Response

Greenspace

The outdoor space is currently a carpark space. Concept plans indicate that this area will be addressed in Stage Two. As this is the first time such a project has been undertaken to house a Primary School in a Multi-shared Building, and no provision has been allocated for greenspace, students of Rise Up Academy are being subjected to the environmental conditions set in Stage one, as no application has been made to add a playground / greenspace in Stage One.

Please clarify what The MoE define as safe playing grounds, and whether Stage Two alterations should under the provision of Student health & Safety needs be shifted to Stage One. Hence, given the length of time required to make application for Resource Consent. According to Best Practice, has the MoE met its' own Requirements and Guidelines? If so, will this mean the MoE provides an assurance that they have the ability to move this element to Stage One?

Can the MoE justify conditions set out for Stage One, and have no provision for a play area / greenspace for our Students.

The concept plans address the accessibility for access in and out of Atkinson Avenue.

' In partnership with the school board of trustees, the Ministry project lead will prepare the specific Project Brief for the project. New schools are unlikely to have boards of trustees or management teams at this point, but may have an Establishment Board of Trustees.' DSINZ Requirements & Guidelines.

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Rise UP Academy EBOT Response

At the onset of securing the lease for Atkinson Venue Otahuhu, did the Ministry Project Team advice Rise UP Academy EBOT of their intent to prepare a Project Brief? If so, can the documents be supplied?

Project Site and Constraints Table Page 12 Flow Chart

Rise UP Academy EBOT Response

Has a table been formulated identifying constraints. The Concept Plan identifies only a few constraints, but does not provide a full table.

Rise UP Academy EBOT request a table of the Project Site and Constraints be made available for viewing.

' The master plan needs to identify design strategies for all elements of the development, including the school's vision for education, response to future growth, architecture, structural, geotechnical and civil engineering, building services, sustainability, landscaping, cost control, **acoustics and traffic management**. The strategies must be underpinned by a thorough site analysis.' DSINZ Requirements & Guidelines Page 13.

See Concept Plan Rise UP Academy EBOT Response document.

'The Ministry requires that a Project and Site Constraints Table and a Design Features Report are supplied as part of the deliverables for every project. These should be commenced at the earliest practical opportunity and updated during the project and on completion. At completion, they must be submitted to the Ministry as part of the record for the project'. DSINZ Requirements & Guidelines. Page 14

–Rise UP Academy EBOT Response

The MoE has set the standards required a deliverable. What has the Ministry Project team put in place to address this guideline, given the Leased premises was secured in October 2018?

'Developments of all school projects must meet established legal and regulatory requirements. Additionally, the Ministry has developed design standards that reflect the special nature of school buildings and their occupants. In some cases these will be a higher standard than the legal requirements.' DSINZ Requirements & Guidelines Page 19

–Rise UP Academy EBOT Response

Ministry of Education Fire Safety and Design Requirements – See Concept Plan Rise UP Academy EBOT Response.