

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: RE: Health & Safety Report - St Joseph's Strangford
Date: 20 January 2023 11:48:00
Attachments: [image001.png](#)

Hi [REDACTED]

Apologies for delay in replying (it thought I had done this yesterday). Yes we are content with the options shown below.

Thanks
[REDACTED]

From: [REDACTED]
Sent: 18 January 2023 08:08
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: RE: Health & Safety Report - St Joseph's Strangford

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Hi [REDACTED]

Can you confirm if you are content with the following options for the FR and BC:

1. Do Nothing
2. Do Minimum - Replacement of mobile with modular 2 classrooms and reconfiguration of internal space for Principals office and multi-purpose space
3. Replacement of mobile with New Build 2 classrooms and reconfiguration of internal space for Principals office and multi-purpose space

Many thanks
[REDACTED]

From: [REDACTED]
Sent: 17 January 2023 15:47
To: [REDACTED]
Cc: [REDACTED]
[REDACTED]
[REDACTED]
Subject: RE: RE: Health & Safety Report - St Joseph's Strangford

Hi [REDACTED]

Following our meeting yesterday, we met with the Principal at St Joseph's PS, Strangford yesterday afternoon. The Principal has agreed to the larger scheme and is aware of the slight delay but understands that ultimately the delay will be better for her school. In light of this, please proceed as discussed yesterday with the condition report and preparing the Feasibility Report and Business Case with the options of additional 2 classrooms included.

Thanks
[REDACTED]

From: [REDACTED] >
Sent: 09 January 2023 13:32
To: [REDACTED] >
Cc: [REDACTED] >
Subject: CM: RE: Health & Safety Report - St Joseph's Strangford

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Hi [REDACTED]

I had a meeting with the technical lead, my locality and assistant locality manager regarding your request below.

In short your request can be considered as an option, however, there are a number of concerns and queries regarding this that we require direction on.

We have been asked to consider replacing the 'library mobile', under the attached accommodation analysis and using the schedule of accommodation for a four class base primary school a library is not included. Can you confirm the schedule of accommodation for this school and if this is also a priority 1 scheme. We are aware that the mobile is more than likely called a 'library mobile' but the school are using it for multipurpose space.

FMS has advised that maintenance staff are currently prioritising their workloads against statutory and emergency works and therefore they are unable to assign an officer to complete a condition survey at this time. Can DE provide approval for this to be carried out via MiCD, this will take approximately 2 months and cost approximately £750-1500

The delay in obtaining a condition report will have a knock on effect for delivering the current application to consider the Principal's office (Priority 1 scheme). The Feasibility report and the business case are both at advanced stages and would most likely be submitted for approval early in the new year. To consider adding another option will require an updated feasibility report which will add months of a delay. Regarding the possible new consideration for the "library mobile", if a condition survey does not condemn the modular in question and replacement is not

recommended we will have incurred an undue delay for the Principal's office. Therefore, can DE confirm if an option to provide an extension to the front of the school should also be included as an option, again this will cause delay due to revised Feasibility Report, costings, Business Case etc.

The existing accommodation is well below the DE Building Handbook recommendations by 371m² in educational space and 484m² in LIA (accommodation analysis attached). Classroom sizes are 45, 36, 36 and 53m² with no multipurpose rooms, Principal's office and very limited storage. In addition, the area shown as gym/dining on the audit is an area that would otherwise be considered as a resource space and unsuitable as a multipurpose hall. As a result, can DE consider investigations into the accommodation to provide a more suitable solution to the limited provision currently available i.e. multipurpose rooms, new classroom accommodation and internal re-configuration. Again, this will also incur most of the delays as mentioned above and impact upon the current application to provide a much needed principal's office.

As a result, can DE confirm if the EA should proceed with the current application with the option to provide a Principals Office only or revise the existing Feasibility Report and Business Case to include the following:

1. Do Nothing
- 2.** Do Minimum – Conversion of existing cloak and storage space within existing entrance lobby into a designated principal's office
- 3.** Replacement of mobile and provision of Principal's Office
4. Replacement of mobile and Provision of Principal's Office and additional accommodation and reconfiguration of internal space for multi-purpose space
5. New Build Principal's Office and additional accommodation and reconfiguration of internal space for multi-purpose space

If the minimum need is to provide Principals' Office and additional accommodation then we can remove options 2 and 3 as they do not meet the minimum need, can you please confirm this.

It might be worthwhile arranging a Teams meeting to discuss this so that we can explain it in more detail.

I look forward to hearing from you

Many thanks

114

From: [REDACTED] >

Sent: 07 December 2022 15:26

To: [REDACTED]

Subject: RE: Health & Safety Report - St Joseph's Strangford

Hi [REDACTED]

Further to our conversation earlier and the submission of the Health and Safety report from the EA, I can confirm that DE are now considering this scheme as a Priority 1 scheme. In addition to this, [REDACTED] and I have had discussions around the current Library and lack of space that the school currently have. I am going to request that a condition survey is carried out on the current library mobile. My question would be if this can be written in as an option to the Business Case and possibly the work completed at the same time?

Thanks

[REDACTED]

From: [REDACTED]
Sent: 07 December 2022 14:28
To: [REDACTED] >
Subject: RE: Health & Safety Report - St Joseph's Strangford

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Hi [REDACTED]

Whats your phone number please

Thanks

[REDACTED]

From: [REDACTED] >
Sent: 07 December 2022 14:26
To: [REDACTED] >
Subject: RE: Health & Safety Report - St Joseph's Strangford

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Hi [REDACTED]

Could you give me a call on this one when you get a chance please?

Thanks

[REDACTED]

From: [REDACTED] >
Sent: 30 November 2022 12:02
To: [REDACTED]

Cc: [REDACTED]
[REDACTED]

Subject: FW: Health & Safety Report - St Joseph's Strangford

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Hi [REDACTED]

Following receipt of the email below and the attached I would be grateful for your instructions, particularly the interim measures mentioned within the report.

Many thanks

[REDACTED]

From: [REDACTED]

Sent: 30 November 2022 10:44

To: [REDACTED]

Cc: [REDACTED]
[REDACTED]

Subject: Health & Safety Report - St Joseph's Strangford

Good morning [REDACTED],

Please find attached my health & safety report after my visit to St Joseph's, as requested by yourself to assess the impact of not having a designated Principal's office.

Please let me know if you need any further information and hopefully after your visit, my report and the unavoidable minor works application, we can get some movement on this issue.

Kind regards,

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]



Education Authority

40 Academy Street, Belfast, BT1 2NQ



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