

Building a School

From Start to Finish

Designation

We notify Councils when we want to designate an area of land for education purposes within a district plan. This signals to the public that a school is planned for the area and what the environmental effects of that school may be. It can also help inform other infrastructure decisions that Councils and other Government agencies may make. Councils decide whether or not to advise potential affected stakeholders about designations.



6-9
months

Master Plan

The master plan guides the design of redevelopments and new builds and provides consideration for future development. It is a comprehensive long term planning tool intended to establish and guide the future development of the school site, reflecting a clear vision for the future direction of teaching and learning at the school. Master plans include an implementation strategy and a staged approach for site development and will inform a school's 10 Year Property Plan.



3
months

Tendering

We invite bids from suppliers in the construction industry for major projects. We adhere to All-of-Government regulations so that processes to govern the opening, evaluation and final selection of the vendors are fair and transparent. Tendering can take 2-3 months and the timing will depend on the contract type. It may be completed at the end of the detailed design phase in a traditional contract or earlier in a design and build contract.



2-3
months

Completion

Once learning spaces are ready for use, we will hand over the property to the school and work with them to begin their 10 Year Property Plan. Twelve months later, a post-occupancy evaluation is carried out to make sure the new spaces are fit for purpose and operating effectively.



1
year



12-18
months

Acquisition

We follow the provisions of the Public Works Act 1981 when acquiring land for education purposes. We can buy land to accommodate a school that is due to be established, requires relocating or needs to grow. We can also secure land several years in advance to meet the future needs of communities. During the acquisition process, a number of sites will be considered based on location, size, shape, and current use.



3-4
months

Vision for Design

We work with each school to understand their vision for delivering education, and help translate that into what it might mean for learning spaces at the school. Property solutions must support the school's vision for teaching and learning. A project brief, owned by the school, is developed and provided to the architects to guide the development of the school property master plan, detailed design and future property improvement projects.



6-12
months

Design

We will work with schools to appoint an architect and other design professionals. Design will be undertaken in line with the school's vision, master plan and investment budget. The Design Review Panel may provide an independent review of projects at key design stages.



12-24
months

Construction

Construction timing can vary depending on the project. We work with schools to ensure that construction causes as little disruption as possible. Often this means that construction is broken into stages or that temporary accommodation will be made available.



Because each site and project is different, please note that these times are indicative and some variation can be expected.