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24 SEP 2021

Tēnā koe Justin Sherper,

On 11 August 2021, you emailed the Ministry of Social Development (the Ministry) requesting, under the Official Information Act 1982, the following information:

- *Any policies or practices that MSD use to check NBS or equivalent when signing new leases or retrospectively*
- *A list of MSD leased sites*
- *When the lease was last re-negotiated or signed*
- *If MSD has a record of the NBS, DSA or other documentation*
- *What the NBS or equivalent is*
- *What plans are in place if the NBS percentage or Seismic Assessment is less than what MSD deems acceptable?*
- *A list of MSD owned buildings*
- *What is the NBS of the buildings?*

The Public Sector Act 2020 and the Health and Safety at Work Act 2015 outline the Ministry's obligation to be a 'good employer.' This includes the Ministry's obligation to provide a safe working environment for its employees.

For the sake of clarity, your questions have been grouped as appropriate for response.

- *Any policies or practices that MSD use to check NBS or equivalent when signing new leases or retrospectively*

The Ministry receives information from landlords and engineers for all of the buildings in its portfolio to understand seismic risk. This provides a basis to classify the buildings in terms of risk: high, moderate, and low. The risk generally relates to building strength ranges, although other factors are taken into account such as critical structural weaknesses or collapse mechanisms. Further assessments are done if new information becomes available.

An earthquake risk assessment is done prior to committing to new leases.

- *A list of MSD leased sites*
- *When the lease was last re-negotiated or signed*
- *A list of the MSD owned buildings*

Please see **Appendix A**, which lists all Ministry sites and whether they are leased or owned and when the lease was either last re-negotiated or initiated. There are leases which are in various stages of negotiation from the date listed. The date provided in the table denotes when the most recent lease agreement was signed by both parties and is the start of the new term.

- *If MSD has a record of the NBS, DSA or other documentation*
- *What the NBS or equivalent is*
- *What is the NBS of the buildings*

I can confirm that all buildings currently occupied by the Ministry have been assessed by engineers and are deemed seismically sound and safe for use. Opportunities to improve seismic ratings over time are considered with landlords as part of lease renewals.

The Ministry is unable to provide seismic risk information for each leased site as this information is not routinely disclosed publicly, and was provided to the Ministry as a tenant under the obligation of commercial confidence and on the basis that it would not be disclosed any further. As such, this information is withheld under section 9(2)(ba)(i) of the Act as it is subject to an obligation of confidence, and if released, could prejudice the supply of similar information in the future. The greater public interest is in ensuring that such information can continue to be supplied.

In regard to buildings owned by the Ministry, seismic risk reports were commissioned by the Ministry and provided information on seismic safety and structural risk to inform decisions to occupy the buildings. Whilst these reports may sometimes include an NBS rating or indicative NBS range, the decisions to occupy are based on understanding specific vulnerabilities or risks.

The Ministry does not hold a list of specific NBS ratings for each site. The Ministry uses a grading system where each site has a rating between A and D. While these ratings can have a correlation with a specific NBS range, these ratings are not absolute and are applied in conjunction with other engineering advice and professional judgement to inform decisions.

The building grading system applies seismic ratings which have an approximate correlation with %NBS scores and life safety risk as follows in **Table One**:

Table One: Approximate correlation between building grade for seismic ratings used by the Ministry with %NBS ratings and life safety risk descriptions.

Building grade	Life-safety risk description	Approximate %NBS range
A+	Low risk	>100
A	Low risk	80 to 100
B	Low or medium risk	67 to 79
C	Medium risk	34 to 66
D	High risk	20 to 33
E	Very high risk	<20

As detailed in **Appendix A**, the Ministry owns five buildings. These buildings have been assessed by engineers who have applied the following seismic ratings outlined in **Table Two**:

Table Two: Sites owned by the Ministry broken down by building grade for seismic rating.

Site	Building grade
Mangere	C
Te Kuiti	A
Whakatane	A
Nelson	A
Timaru	A

The Ministry is aware that the Mangere site holds a lower building grade than some of the other buildings owned by the Ministry. This building is safe for use as confirmed by engineers, and the site is planned to be strengthened in 2022.

- *What plans are in place if the NBS percentage or Seismic Assessment is less than what MSD deems acceptable*

The Ministry has obligations under the Health and Safety at Work Act 2015, including adherence to the WorkSafe Guidelines for dealing with earthquake-related health and safety risks. These guidelines include staying on top of new or emerging information and where necessary, consulting a professional.

The Ministry currently has no sites deemed unacceptable based on information held.

The principles and purposes of the Official Information Act 1982 under which you made your request are:

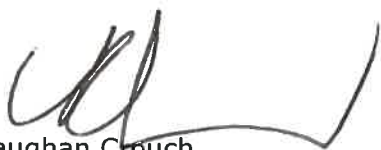
- to create greater openness and transparency about the plans, work and activities of the Government,
- to increase the ability of the public to participate in the making and administration of our laws and policies, and
- to lead to greater accountability in the conduct of public affairs.

This Ministry fully supports those principles and purposes. The Ministry therefore intends to make the information contained in this letter and any attached documents available to the wider public. The Ministry will do this by publishing this letter on the Ministry of Social Development's website. Your personal details will be deleted, and the Ministry will not publish any information that would identify you as the person who requested the information.

If you wish to discuss this response with us regarding buildings used by the Ministry, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with this response, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Ngā mihi nui



Vaughan Crouch
General Manager
Property and Facilities

Appendix A

Table One: Ministry sites broken down by ownership status and start date of current term.

Site Location	Leased / Owned	Start date of current term
Client Support, Wellington	Leased	1/12/17
National Office, The Terrace, Wellington	Leased	1/08/16
National Office, The Terrace, Wellington	Leased	1/01/19
National Office, The Terrace, Wellington	Leased	1/10/20
National Office, The Terrace, Wellington	Leased	12/05/19
Featherston St, Wellington	Leased	8/08/18
National Office, The Terrace, Wellington	Leased	1/11/17
Kaitia	Leased	10/12/18
Kaikohe	Leased	1/11/18
Kerikeri	Leased	27/09/20
Kawakawa	Leased	1/11/19
Service Centre, Whangarei	Leased	1/05/19
Client support, Whangarei	Leased	1/02/21
Kamo, Whangarei	Leased	6/04/21
Dargaville	Leased	1/04/20
Warkworth	Leased	1/11/20
Orewa, Auckland	Leased	24/07/18
Albany, Auckland	Leased	1/02/10
Takapuna, Auckland	Leased	1/02/20
Glenfield Skills & Jobs, Auckland	Leased	1/07/21
Glenfield, Auckland	Leased	27/12/18
Helensville, Auckland	Leased	12/06/18
Henderson, Auckland	Leased	27/10/19
Waitakere Client Support, Auckland	Leased	5/01/20
Waitakere, Auckland	Leased	6/09/12
Westgate, Auckland	Leased	7/08/18
New Lynn, Auckland	Leased	1/04/13
Avondale, Auckland	Leased	21/09/17
Glen Eden, Auckland	Leased	1/12/20
Mt Eden, Auckland	Leased	18/10/20
Waiheke, Auckland	Leased	1/10/20
Kingston St, Auckland	Leased	1/07/21
Queen St, Auckland	Leased	20/09/18

Site Location	Leased / Owned	Start date of current term
Grey Lynn, Auckland	Leased	1/10/19
Three Kings, Auckland	Leased	11/03/19
Onehunga, Auckland	Leased	6/10/17
Ellerslie A, Auckland	Leased	1/12/19
Ellerslie B, Auckland	Leased	1/02/20
Ellerslie C, Auckland	Leased	1/10/20
Glen Innes, Auckland	Leased	1/01/21
Highland Park, Auckland	Leased	12/07/19
Otahuhu, Auckland	Leased	1/10/18
Papatoetoe, Auckland	Leased	1/02/19
Papatoetoe, Auckland	Leased	1/05/21
Hunters Cnr, Auckland	Leased	1/02/19
Mangere, Auckland	Owned	n/a
Otara, Auckland	Leased	1/07/12
Manukau, Manukau City	Leased	1/12/18
Manukau Skills & Jobs, Auckland	Leased	1/07/21
Manurewa, Auckland	Leased	15/03/16
Clendon, Auckland	Leased	13/11/18
Papakura, Auckland	Leased	15/12/19
Pukekohe, Auckland	Leased	18/05/18
Waiuku	Leased	7/10/20
Thames	Leased	1/09/20
Paeroa	Leased	1/06/20
Waihi	Leased	1/07/21
Matamata	Leased	1/11/20
Morrinsville	Leased	1/07/20
Huntly	Leased	1/03/18
Ngaruawahia	Leased	1/09/20
Five X Roads, Hamilton	Leased	15/04/21
Client Support, Hamilton	Leased	1/11/21
HN East, Hamilton	Leased	1/02/21
HN Central, Hamilton	Leased	1/10/20
Glenview, Hamilton	Leased	1/07/20
Dinsdale, Hamilton	Leased	1/06/17
Cambridge	Leased	1/07/20
Te Awamutu	Leased	1/07/20

Site Location	Leased / Owned	Start date of current term
Tauranga	Leased	11/05/19
Greerton, Tauranga	Leased	21/10/13
Bayfair, Tauranga	Leased	24/10/18
Te Puke	Leased	1/11/20
Whakatane	Owned	n/a
Kawerau	Leased	1/07/19
Heartlands, Kawerau	Leased	1/08/20
Opotiki	Leased	1/01/19
Murupara	Leased	1/11/16
Rotorua	Leased	15/04/18
National Accounting Centre, Rotorua	Leased	23/12/18
Tokoroa	Leased	1/01/19
Taupo	Leased	1/01/19
Turangi	Leased	1/01/19
Te Kuiti	Owned	n/a
Taumarunui	Leased	1/04/18
Ohakune	Leased	1/02/20
Taihape	Leased	1/04/20
Waitara	Leased	1/02/21
New Plymouth	Leased	12/08/17
Stratford	Leased	1/03/19
Hawera	Leased	1/02/19
Whanganui	Leased	20/01/17
Marton	Leased	1/06/20
Gisborne	Leased	1/10/18
Ruatoria	Leased	1/04/21
Wairoa	Leased	1/08/19
Napier	Leased	1/06/15
Napier	Leased	1/08/21
Taradale, Napier	Leased	1/10/18
Flaxmere, Hastings	Leased	21/03/20
Karamu Rd, Hastings	Leased	1/07/20
Hastings	Leased	1/09/12
Heartlands, Waipukurau	Leased	1/04/18
Waipukurau	Leased	1/03/20
Dannevirke	Leased	19/12/20

Site Location	Leased / Owned	Start date of current term
Feilding	Leased	1/11/21
Service Centre, Palmerston North	Leased	1/06/21
Client Support, Palmerston North	Leased	1/11/16
Regional office, Palmerston North	Leased	1/06/21
Masterton	Leased	1/03/19
Pahiatua	Leased	15/10/18
Foxton	Leased	24/11/19
Levin	Leased	1/11/18
Otaki	Leased	1/09/19
Paraparaumu	Leased	19/08/20
Training suite, Porirua	Leased	1/04/16
Service Centre, Porirua	Leased	1/04/20
Upper Hutt	Leased	1/03/19
Naenae, Lower Hutt	Leased	5/02/20
Wainuiomata, Lower Hutt	Leased	12/04/21
Client Support, Lower Hutt	Leased	1/02/17
Service Centre, Lower Hutt	Leased	16/06/19
Client Support, Lower Hutt	Leased	6/07/18
Johnsonville, Wellington	Leased	3/12/17
Regional Office, Wellington	Leased	1/07/19
Newtown, Wellington	Leased	24/07/18
Willis St Service Centre, Wellington	Leased	1/10/20
Motueka	Leased	3/03/18
Takaka	Leased	11/08/20
Blenheim	Leased	1/05/20
Kaikoura	Leased	1/07/17
Nelson	Owned	n/a
Richmond, Nelson	Leased	1/10/19
Greymouth	Leased	1/04/15
Westport	Leased	17/02/18
Rangiora	Leased	1/12/12
Shirley, Christchurch	Leased	9/06/20
Papanui, Christchurch	Leased	1/02/17
New Brighton, Christchurch	Leased	1/11/21
Linwood, Christchurch	Leased	1/01/20
Riccarton, Christchurch	Leased	1/03/18

Site Location	Leased / Owned	Start date of current term
Moorhouse Ave, Christchurch	Leased	1/07/20
Regional Office, Christchurch	Leased	12/01/17
Hornby, Christchurch	Leased	5/11/19
Russley Rd, Christchurch	Leased	11/02/13
Sydenham, Christchurch	Leased	1/02/19
Akaroa	Leased	14/12/20
Ashburton	Leased	15/02/20
Timaru	Owned	n/a
Oamaru	Leased	1/03/21
Alexandra	Leased	1/04/20
Mosgiel	Leased	1/02/21
Queenstown	Leased	22/10/17
Dunedin	Leased	1/03/20
Sth Dunedin, Dunedin	Leased	20/09/18
Te Kaika, Dunedin	Leased	1/07/19
Balclutha	Leased	1/06/18
Gore	Leased	15/08/18
Invercargill	Leased	1/11/11