



LIVING EDUCATION - UTS STUDENT RESIDENTIAL ACCOMMODATION PETER JOHNSON / BLACKFRIARS

PLAN OF MANAGEMENT

UniLodge has been contracted by Living Education to manage the new and existing accommodation currently owned by UTS. UniLodge has been established since 1997 is a market leader in managing on site student accommodation. UniLodge currently has over 6000 beds under management in Australia and New Zealand.

UniLodge provides a safe and secure environment for the younger first year University student who is first time away from home in a new city, to the more mature aged student. The accommodation is based on a self care model rather than traditional collegiate style.

The student completes an “occupancy agreement” that allows them tenure to an apartment on the condition that they comply with the student communal rules within the handbook issued on arrival that maintain a high standard of behavior within the building.

UTS staff will be contracted to provide a Residential Life Program whereby they oversee the students’ welfare by monitoring behavior and providing support services such as: educational, sporting and cultural opportunities allowing each student to develop and grow personally.

Proposed Period of Stay

26 weeks

52 weeks

Out of semester

Should any vacancies arise, we would seek to accommodate, school, study groups and conferences that would be utilising the universities conference facilities on campus.

BUILDINGS

UTS residences consist of:

East Precinct

Peter Johnson

Blackfriars

West Precinct

Gumal

Bulga

Geegal

Building Facilities Peter Johnson

Common Rooms

Games Rooms

TV rooms

Computer room

Music room

Large open decks with BBQ facilities

Study areas

Dining Areas

Laundry

Building Facilities Blackfriars

Common / Games Room

Computer area

Courtyard with BBQ facilities

Study areas

Laundry

Car Parking & Bicycles

There will be no parking available for students.

There will be free secure bicycle parking available for students of each building (subject to availability)

ADMINISTRATION

The student accommodation office is managed similar to a real estate business but with a higher level of welfare from the main office in the Peter Johnson building. (Hub)

Office hours will be 12 hours per day Monday to Sunday. This hub will be the main operating office for all administrative functions. (8am – 8pm). The desk may close at times during these hours, although staff will be on site.

Blackfriars will have a small satellite office to be run in conjunction with the main office at the Peter Johnson Hub during business hours where staff will travel across from the main office during set business hours as required.

RESIDENTIAL LIFE

All students will be supported by a Residential Life team, headed by a Residential Life Manager, 2 Residential life Co-Coordinator and a live in staff member. Note organisation chart attached. UTS has been contracted to deliver these services.

Student Networkers assist with the interface between students and management, for example regular social events to encourage student to participate with the Student Community within the buildings.

HOUSE RULES

The student handbook will cover items such as:

- Settling in
- Staff contact details
- Rights and responsibilities
- Upon arrival
- Communication
- Your agreement with us
- Payments
- Residential Life
- Rules of occupancy
- Refund policy
- Emergency Procedures
- Health
- Building Facilities
- Security
- Utilities
- Local information
- Caring for your apartment
- Acknowledgement form

BUILDING

Fire compliance

Each building will include the latest in fire detection equipment and EWIS system. Each room will have a hardwired detector back to the central building board, which is linked back to the Fire Brigade. The building will have fire sprinklers in all rooms and corridors as required by building code.

Maintenance

Annual support contracts will be in place with service providers to ensure full compliance of emergency and air conditioning systems.

Security

The buildings are to be protected by the latest in electronic locking on all apartment and bedroom doors as well as entry main entry points to the building.

Security cameras will be located at specific locations to assist in preventing and reviewing any incidents

An intercom system will be linked to each apartment from the front door to ensure students

After hours lockout service will be available to students to ensure they have access to their apartments after hours should they lose or misplace their key.

After hours on call and roaming security will be contracted.

Outdoor Terraces

The outdoor terraces of the Peter Johnson building will be accessible from 7am to 10pm daily. During these hours residents will have access to these spaces individually for leisure and study activities.

The outdoor Roof Terrace area will be closed from use between 10pm to 7am except for extra ordinary events. The outdoor roof terrace lights will be turned off when the area is not in use.

Larger co-ordinated events by the Residential Life team may be held in the early evenings or on weekends. Consultation will be undertaken with Taragon Apartments to inform them of these extra ordinary events.

The Peter Johnson accommodation is a managed building with Management / Security available to address any concerns.

The Level 8 accommodation in the area between grids Y6 and Y7 (8 Beds) will be provided with privacy screens and the area will be capable of being cordoned off by a fence at Grid Y6.

Ownership Structure

The premises are to be leased by Living Education from the University of Technology Sydney (UTS) under a BOOT scheme. (Build Own Operate and Transfer)

PROPOSED ORGANISATIONAL CHART (as follows)

ACCOMMODATION MANAGEMENT

General Manager
Accommodation Operator

Customer Service
Manager (CSM)

HUB
Customer Service
Supervisor (CSS)
EAST

Satellite
Customer Service
Supervisor (CSS)
WEST

Customer Service Officers
(CSO)
Casual & Permanent

Reception
12 hours x 6 days
Mon to Sat

Security
84 hours per week

Maintenance Manager

Handyman x 2

RESIDENTIAL LIFE

UTS Director Student
Services

UTS Residential Life
Manager

UTS Residential Life
Coordinators
X 2

Residential
Networkers (RN)

Live-in Learning
Support

Casuals