

COURSE CALENDAR

NOVEMBER 2020 – FEBRUARY 2021

Calendar Key

Green – Confirmed courses but spaces still available.

Orange – Potential courses still require numbers to run.

Agile Management (2 days)

Keen to improve productivity? Need to have a more engaged team? Have to deliver a project in a hurry or in a changing or uncertain environment? Agile is a methodology that's over 50 years old that has recently been rediscovered and applied in the IT sector. The good news is that the ideas can be applied in any situation to improve performance, results and the working environment.

22-23 February Auckland
Cost (excl GST) \$995

Asphalt Pavement Construction Essentials (half day)

This course is designed to enable both new and novice construction personnel to learn and understand the basic concepts and requirements to lay a quality chipseal/asphalt pavement. On occasion a new staff member is thrown into a crew and is given a basic task to perform, yet they never really get to understand the total picture of what they are working towards. This course is designed to create a better understanding of all aspects of the construction process.

22 February Christchurch
Cost (excl GST) \$395

Bitumen Rheology and Performance (1 day)

It is essential that those designing and constructing surfacing and structural asphalt layers have a good understanding of the material rheological properties to select the correct binder and design the final product and handle it correctly. This course introduces the concepts of rheology and shows how they relate to performance in asphalt and seals. This is related to the design of asphalt and selection of sealing grades. The new asphalt specification is discussed and how the testing is done, reported and controlled.

15 December Auckland
19 January 2021 Christchurch
23 February 2021 Auckland
Cost (excl GST) \$520

Bridge and Other Significant Highway Structures Inspection (2 days)

This is a new NZTA endorsed and certified course designed to ensure the correct requirements are met for the inspection of bridges and other significant highway structures. The course will cover in depth the requirements outlined in NZTA policy Document S6 'Bridges and Other Significant Highway Structures Inspection Policy'.

19-20 January 2021 Auckland
Cost (excl GST) \$1300

Bridge Inspection and Maintenance Procedures (2 days)

Bridges are valuable assets, which must be maintained and managed if they are to remain functional at optimal cost through their design life. Defects do occur which require attention during the life of a bridge. Some bridge components have a design life less than that of the bridge and require periodic replacement. Natural events such as floods and earthquakes cause damage. The bridge corrosion environment can affect durability

and must be recognised. These areas must be addressed and appropriate maintenance carried out to ensure continued public safety as well as to maintain the asset and minimise repair costs.

9-10 December Auckland (FULL)

2-3 March Auckland
Cost (excl GST) \$895

Competent Pipeline Rehabilitation (1 day)

Lining of ruptured underground drains and ducts provides a cost effective, less disruptive method for rehabilitation of the service. This course will provide an insight into the range of drains and service ducts that may be suitable for rehabilitation by relining. We will also be covering surveying, cleaning and assessment of failed drains and ducts, selection of rehabilitation methods and materials. Key safety aspects of materials use and installation.

29 January Wellington
15 February Christchurch
Cost (excl GST) \$520

Conflict Management Skills (1 day)

The more people have to depend on each other to achieve results under pressure, the greater the chance of conflict. People and organisations can greatly benefit from learning to handle conflicts skillfully and confidently. This course will help you improve productivity and engagement. It will result in better collaboration and trust throughout teams, clients, contractors and the wider organisation.

27 January Palmerston North
11 February Dunedin
25 February Hamilton
Cost (excl GST) \$520

Construction and Maintenance of Road Drainage Systems (1 day)

The drainage construction team is responsible for the proper setting out, excavation, pipe laying and back filling of drainage trenches. Suitable compaction techniques are important if rework associated with settlement is to be avoided.

The course attempts to highlight the aspects of construction that will have a significant effect on the quality of the finished product.

28 January Wellington
16 February Christchurch
Cost (excl GST) \$520

Cost Benefit Appraisal for Transport Projects (1 day)

Cost Benefit Appraisal (CBA) helps decision makers select and compare alternative projects and policies. In transport, projects may range from road and bridge construction and maintenance to changes in bus and rail services to road and rail freight to bicycle lanes to airports and sea-ports. CBA can also be used to evaluate transport policy proposals such as speed reductions, seat belt legislation and electric vehicle subsidies. CBA helps determine the allocation of scarce resources and funding.

18 February Auckland
24 February Wellington

24 March Christchurch
Cost (excl GST) \$520

Effective Leadership (2 days)

This course will help you learn how to lead yourself and your team, focus on the important things and develop strategies for dealing with everyday events. We appreciate the time pressure that everyone works under and so we give insights into effective processes that will yield results quickly, rather than theories that are difficult to put into practice.

27-28 January Auckland
17-18 February Christchurch
Cost (excl GST) \$995

Environmental Risks of Construction (1 day)

Do you know the environmental risks and obligations of construction projects? This course provides participants with a practical understanding of the environmental aspects of civil construction. Providing you the know-how to understand your legal obligations, raise environmental awareness and find workable solutions too many of the common risks on construction sites. The course is designed for anyone involved in the construction industry, including contractors, project managers, regulators and consultants.

16 February Auckland
25 February Palmerston North
11 March Christchurch
Cost (excl GST) \$595

Geomechanics for NZ Rooding (1 day)

This course draws together the necessary soil investigation and geotechnical procedures for roading construction and maintenance. The course provides an up-to-date overview of investigative techniques and analysis.

28 January Palmerston North
17 February Invercargill
Cost (excl GST) \$520

Geometric Design for Roads (2 days)

This course covers geometric design principles specifically for the design of New Zealand roads. The aim of this course is to develop an understanding of the principles of geometric design, and apply these to design safe, functional and aesthetic road alignments in accordance with the requirements of the 2016 Austroads guidelines.

10-11 February 2021 Wellington
Cost (excl GST) \$595

How to Claim an Extension of Time in a Construction Contract (half day)

How well can you prepare your claim for an extension of time? Can you: Identify the event that impacted on your programme and why it happened? Analyse the impact of that event? Identify possible alternative solutions? Undertake a delay analysis? Know what evidence to attach to a claim? This course, from a practical and 'hands-on' point of view, will benefit Contractors needing to prepare a claim for an extension of time.

2 December Christchurch
24 February Christchurch

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Civil Construction and Infrastructure Training

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Cost (excl GST) \$395

Identify, Locate and Protect Services

(1 day)

Civil construction sites are inherently dangerous places of work. Where excavations are present or where the work requires ground penetration, particularly by metal pegs, rods, stakes and the like, there is an immediate opportunity for potential conflict with existing utility services located underground.

2 December Palmerston North

8 December Auckland

23 February 2021 Christchurch

Cost (excl GST) \$520

Inspecting Roads & Establishing Maintenance Needs

(1 day)

Inspecting roads effectively remains a critical skill in the management of the roading infrastructure. Developing knowledge to identify faults and target the right intervention at the right time is the objective of this course.

25 November Christchurch

27 January 2021 Palmerston North

2 February 2021 Hamilton

Cost (excl GST) \$520

Land Based Radio Operator

(1 day)

A land-based Radio is a piece of equipment used on Infrastructure Works sites that is often not utilised to its fullest. Mistakes can easily be made if the people communicating are not fully trained or understand the key components of using a radio system. This course is an interactive day of personalised training to provide staff with the necessary knowledge and skills to be able to operate and communicate clearly via a Radio Network.

18 February Wellington

16 March Auckland

Cost (excl GST) \$520

Leading High Performing Teams

(1 day)

This course is an operator's manual for people. It gives you step by step instructions on how to get the best performance out of each person. Work smarter with people and get more done. Learn how to do this in one day. This very powerful seminar has participants construct their own personalised Plan for their team. You can begin using the information right away.

5 February Christchurch

17 March Auckland

Cost (excl GST) \$695

Level 1 Basic Traffic Controller (TC)

(1 day)

This is the NZ Transport Agency (NZTA) Level 1 Basic Traffic Controller (TC), which covers the standards and operating procedures required by the Code of Practice for Temporary Traffic Management (COP/TTM).

30 November Auckland

3 December Christchurch

7 December Palmerston North

8 December New Plymouth

10 December Lower Hutt

Cost (excl GST) \$385 (includes NZTA regn)

Level 1 Site Traffic Management

Supervisor (STMS) (2 days)

This two-day course provides training to the requirements of the NZTA Code of Practice for Temporary Traffic Management and covers the standards and operating procedures for NZTA and Local Authority roads.

30 Nov–1 Dec New Plymouth

9-10 December Palmerston North

Cost (excl GST) \$585 (includes NZTA regn)

Managing Flooding and Scour Risks at

Bridges and Culverts (1 day)

The effective management of the risks associated with scour and flooding is vitally important for the protection of key infrastructure. This course will provide an overview of river and stream processes, hydrological and hydraulic analysis tools, calculation of scour at bridges and culverts, design of scour countermeasures at bridges and culverts including geosynthetic solutions and the detailed design of rock rip-rap.

4 February Dunedin

10 March Rotorua

Cost (excl GST) \$695

Microsoft Excel

(1 day)

Is Excel frustrating you? Are you taking lots of time creating formulas? Can you quickly and easily create budgets, forecasts, expenses, analyses data, pricing for tenders? Your Excel skills may need improving. This workshop will hone your skills.

11 February Palmerston North

15 March Dunedin

Cost (excl GST) \$595

Microsoft Project – Task Management

(1 day)

This course provides skills necessary to develop, implement, schedule and manage project plans for roads, bridges, land developments, buildings, marketing, tenders, maintenance etc.

1 December Auckland

10 February 2021 Palmerston North

Cost (excl GST) \$595

Pavement and Rehabilitation Design

(2 days)

This course covers pavement design and rehabilitation design in accordance with the latest version of the Austroads Pavement Design Guide and the associated NZ Guide to Pavement Structural Design and Guide to Pavement evaluation and Treatment Design and contains hands-on applications of mechanistic analysis in the design process.

17-18 February Christchurch

24-25 March Auckland

Cost (excl GST) \$1195

Pavement Investigation, Design and

Construction Monitoring (1 day)

Determining the right geotechnical tests required for the design of new pavement or rehabilitation is essential prior to selection of the pavement design type. This includes field and lab testing, selection of material to be used and any modifications required to the material to qualify them for use in

the pavement structure. Cement stabilisation of the subbase and modification of the basecourse will help improve the quality of pavement and extend its life.

29 January 2021 Auckland

15 February 2021 Hamilton

24 February 2021 Christchurch

Cost (excl GST) \$795

Pavement Surfacing

(1 day)

High quality pavements, along with the correct selection of pavement surfacing materials are critical to the safety, longevity and condition of New Zealand roads. This one day course will outline and identify the multiple types of surfacing currently in use, the variety of materials used in maintaining these pavements, as well as design, equipment use and surfacing type selection.

23 February Christchurch

24 March Auckland

Cost (excl GST) \$520

Process Improvement

(2 days)

Faster, better quality, better value, more safely - the demands are always increasing. Often special extra tasks are introduced to 'fix' things and everyone ends up working harder to achieve the same result. No wonder productivity is low. It's frustrating! On this course you'll quickly learn how to make dramatic improvements to your environment. The ideas are simple, easy to apply and deliver lasting results. You will be guided through the five step approach in our highly interactive two day course. It's a practical approach that is easy to apply to any situation.

10-11 February Wellington

Cost (excl GST) \$995

Productive Conflict **On-Line ZOOM**

(2x 1.5hr sessions)

This interactive online workshop will teach you to understand and respond to conflict situations better. You will learn communication strategies for efficiently dealing with conflict and discover the destructive and the productive behaviours that are typical with different DiSC® personality styles.

Training Session – 26/27 January

• Tuesday 26 January @ 9.00am - 10.30am

• Wednesday 27 January @ 9.00am - 10.30am

Participants must participate in both sessions to get the full benefit and to receive their certificate of participation.

Cost (excl GST) \$395 (includes on line profile)

Refresher – Level 1 STMS

(1 day)

Registration for Level 1 Site Traffic Management Supervisor (STMS) expires at the end of three years, at which time you will need to attend a one-day refresher course to regain this qualification.

19 November Palmerston North

25 November Christchurch

27 November Hamilton

1 December Auckland

4 December Christchurch

8 December Palmerston North

9 December New Plymouth

11 December Lower Hutt

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Cost (excl GST) \$385 (includes NZTA regn)

Road Condition Rating (Sealed Roads)

(1 or 2 days)

Reliable identification of defects is vital to the proper functioning of NZ Transport Agency (NZTA), Road Assessment and Maintenance Management system. NZIHT trains all of this country's road condition raters directly. Successful workshop participants receive a Practising Certificate enabling them to undertake condition rating surveys of sealed roads on NZTA funded works on State Highways and Local Authority roads.

30 November – 1 December Christchurch

2-3 February 2021 Auckland

Cost (excl GST) \$520 (1 day) \$850 (2 days)

Safety in Trenches (1 day)

This course covers the safety aspects of working in and around trenches within the civil industry and covers drainage work from small pipe, small scale excavations to large storm water and deep excavations. The construction and installation of shoring and retaining equipment and materials is covered in detail and there are exercises in design during the day. It is a detailed look at what can happen if the correct procedures are not taken.

24 February Christchurch

29 March Palmerston North

Cost (excl GST) \$520

Slinging, Lifting, Moving and Placing with an Excavator or Loader (1 day)

When on the job, there will be times where you need to move or place equipment and there is a right way and a wrong way to do this. The information that is presented to you on course will give you the industry standard on the step you will need to do to get the job done efficiently and safely.

24 November Christchurch

7 December Auckland

28 January 2021 Palmerston North

3 February 2021 Hamilton

Cost (excl GST) \$520

Stabilisation of Road Pavements – Fundamentals (1 day)

Stabilisation can provide major benefits for roading projects of all sizes, and significantly offer acceptable cost effective alternatives to the use of premium sources of aggregates. This workshop provides an overview of the main issues involved with the design and construction of sealed and unsealed pavements using stabilisation.

27 January Palmerston North

16 February Invercargill

Cost (excl GST) \$520

Successful Project Management (2 days)

The pace of change means that more and more inexperienced people are being asked to lead projects. The deadlines are often very short; the available resources are limited; and the stresses brought on by the pressure to succeed are intense. We've distilled the wisdom and experience of project managers into a simple six-step approach to leading a successful project. We'll help you learn it effortlessly in our highly

interactive two day course. It's a practical approach that is easy to apply to any situation.

3-4 February Wellington

8-9 March Auckland

Cost (excl GST) \$995

Successful Trench Reinstatement (1 day)

'Reinstatement of service trenches in roadways is an ongoing problem frequently requiring return visits to the site to repair settlement and surface damage. This course will show how the whole pavement structure performs and the role each of the component parts. While Compaction makes a major contribution, a successful reinstatement also relies on careful selection and handling of all materials followed by appropriate surfacing. Relevant specifications and testing are also covered.

22 February 2021 Auckland

Cost (excl GST) \$520

Supercharged Supervisors Toolkit (1 day)

Leaders are people who know how to achieve goals and inspire people along the way. It's vital that you not only know what leadership behaviours are required, but also how to do it. Good leaders in return get more job satisfaction out of their role. Participants will firstly explore their own style of leadership and then learn how to adapt their style to bring out the best in others. You will leave with your own personal action plan to raise the bar for you and your team.

16 February 2021 Auckland

24 February 2021 Palmerston North

Cost (excl GST) \$695

Time Management (1 day)

Stop working hard - work smarter and get more done. Learn how to do this in one day. You have as much time in a day as everyone else does. So what happens to it? Are you using it the way you want to? Have you capacity to work on your business as well as in it? This very powerful course has participants construct their own personalised Time Management Plan according to their style and work environment.

4 February Christchurch

16 March Auckland

Cost (excl GST) \$695

The National Utilities Code : what staff on-site should know

Are you complying with the National Utilities Code? It is compulsory for all utility operators, road managers and rail operators, but many organisations are not using it properly. This course is designed specifically for contractors and utility network staff who are working in the road or rail corridor, installing or maintaining utility assets. The course focuses on those parts of the Code that apply directly to utility operators and their agents as they work on-site. It also covers the handbook for workers in the road corridor: Think Safe, Work Safe, Home Safe.

18 February Wellington

23 March Auckland

Cost (excl GST) \$520

Understanding Asphalt Pavement Construction (1 day)

Asphalt paving construction productivity depends on the smooth and safe running of laying operations and effective contractual relationships. It also depends on understanding the materials being dealt with. Poor construction practices often lead to surface defects, incorrect layer thickness and shape problems. The cost associated with rework and/or the repair of asphalt surfacing can wipe out the value of the work. Competent supervision can avoid many of these problems.

10 February Wellington

23 March Auckland

Cost (excl GST) \$520

Understanding NZS3910:2013 Conditions of Contract (2 days)

How well do you know the contents of NZS3910, which are the 'rules' for administering and managing civil engineering and building contracts? This popular course, from a practical and 'hands-on' point of view will benefit Principals, Consultants and Contractors regarding how to manage and administer contracts and to understand their obligations and liabilities in terms of these General Conditions of Contract.

7-8 December Auckland

21-22 January Christchurch

28-29 January Wellington

3-4 February Auckland

Cost (excl GST) \$850

Understanding NZS3915, NZS3916 and NZS3917 (half day)

Do you know the requirements for intellectual property contained in NZS3916:2013 (Design and Construct)? Do you understand the different requirements for remedying defects under NZS3917: 2013 (Fixed Term)? Do you know what the responsibilities for the Principal are under NZS3915 where there is no 'Engineer' to the Contract? These are just some examples of the differences from NZS3910:2013. This course, from a practical and 'hands-on' point of view, will benefit Clients, Consultants and Contractors wanting to know the differences between these two standards and NZS3910, the General Conditions of Contract. It is designed for people who are already familiar with NZS3910:2013.

26 January Palmerston North

12 February Dunedin

26 February Hamilton

Cost (excl GST) \$395

Understanding Quality Pavement Construction (2 days)

The current trend towards performance based specifications for roading and civil construction projects increases the need for contracting firms to understand the issues involved with pavement construction, especially material compaction.

This course provides an overview of theory and practice to assist team leaders and supervisors/forepersons to manage construction in the field.

23-24 February Auckland

17-18 March Wellington

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Cost (excl GST) \$850

Understanding the Construction Contracts

Act 2002 (half day)

The Construction Contracts Act 2002 applies to all construction contracts that relate to the carrying out of construction work in New Zealand, whether the contract is in writing, oral, or a mixture of both, and whether it is for commercial or residential construction. This course, from a practical and 'hands-on' point of view, will benefit Clients, Consultants and Contractors wanting to understand the key provisions of this Act, and how it applies to them.

26 January Palmerston North

12 February Dunedin

26 February Hamilton

Cost (excl GST) \$395

Understanding the National Utilities Code

(2 days)

This popular course gives an intensive look at the Code from principles to specifics, and includes discussion on the roles and needs of the different parties. It is very inter-active, including case studies and group discussions.

3-4 December Wellington

15-16 February Christchurch

Cost (excl GST) \$850

Understanding the Tender Process – for Contractors (1 day)

The tendering process is an essential start to winning contracts. All too often Contractors don't fully understand the tendering process as defined in NZSS3910. For Contractors to provide good tenders, principals must provide meaningful contract documentation. However, they also want an assurance that contractors fully understand their business, its needs and the specific job requirements.

17 February Wellington

Cost (excl GST) \$520

Valuing Variations (1 day)

Valuing variations is one of the biggest challenges contractors and the engineer to the contract face. Almost all construction and civil engineering contracts will vary from the original design and scope as the contract progresses. But how do you ensure that the valuation of the variation is fair and equitable to both the principal and the contractor? This is a practical course, based on the provisions in NZS3910.

3 December Christchurch

25 February Christchurch

Cost (excl GST) \$520

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