



**Auckland School Caretakers'
and Property Managers'**

School Property Conference 2017

**9.00am - 4.15pm, Thursday 24 August 2017
Alexandra Park Function Centre, Greenlane**

- Fantastic range of topics • Field trip option
- Networking • Industry insights from the experts
- Personal development opportunities
- Relevant trade displays

**Register online now: www.cessl.org.nz
email: wayne@cessl.org.nz fax free: 0800 205 762
phone free: 0800 205 267**

REGISTRATION 8.15am-9.00am

INTRODUCTION 9.00am

Welcome to Delegates and Housekeeping

Wayne Jamieson: Marketing Manager, CES

KEY SPEAKER 9.00am-9.55am

Energy Management and Your School

Erin Roughton: Emsol



Your school can achieve significant energy savings year-on-year. In doing so, it will also be contributing to improved economic and environmental sustainability. Most of your school's energy savings can be achieved through staff training and awareness.

These opportunities range from staff diligently switching off unused equipment, through to immediately reporting any leaks, or selecting appropriately sized equipment. Erin will give an overview of how schools can start small and use the savings to make their energy-saving projects grow bigger each year.

Content will include:

- NZ energy use and savings targets;
- energy use by schools;
- energy savings potential in schools;
- examples of energy savings measures in schools.

10.00am-10.30am

FIELD OPTION 10.30am-12.30pm

A Practical Turf Lesson: Making Your School Grounds Look Good

Layne Young: Turf Solutions

We travel to take a specific look at a recent turf upgrade. Layne will discuss the practicalities of lawn reconstruction, drainage and irrigation, weeds, pests, and other common turf issues. Learn how Turf Solution's experts solved the problems.

MORNING WORKSHOPS 10.30am-12.30pm

Safety Differently in 2017

All About People: Health & Safety Training

The thinking about health and safety is now very different: asking the right questions and monitoring is what matters. instead of looking for what is going wrong, it's now about looking at what is going well and how to build on success. This workshop will look at this change in attitude and how it has led to a greater focus on worker engagement in the risk management process.

Time will be allocated for questions and answers, and helpful material provided by All About People will also be sent by email to all participants.

Working at Heights in Schools

Andrew Sykes: Vertical Horizonz

With strict legislative requirements regulating workers, proper health and safety training is paramount. This workshop will explore safe practices for working at heights and requirements to comply with the Health & Safety Act. Content will include:

- legislation and responsibilities;
- ladders;
- EWP's – elevated work platforms;
- safe work systems;
- personal protective equipment overview;
- a brief scenario.

Maintaining Gardens Around The School Site

Robert Luijten: Luijten Landscaping

The garden environment is important in setting the tone for a school and in creating a feel and look for the campus. This workshop will look at:

- the best way to create great garden plots;
- what to do and what not to do;
- getting value for money when purchasing plants;
- fundamental designs and practical ideas you can use.

Specific Energy Strategies for your School

Erin Roughton: Emsol

Erin will help you to identify the energy savings potential in your school and give practical advice on how energy efficiency can be improved. Content will include:

- how much energy does your school use?
- how much does your school spend on energy?
- is that expense too high?
- what savings can be made?
- what will these savings cost your school to implement?
- reviewing energy invoices;
- identifying energy cost saving options;
- expected energy saving projects in schools;
- government funding assistance.

Green-space Maintenance in Schools: Playgrounds/Lawns/ Trees

Steven Pearce: City Care

This interactive workshop will offer practical advice on what you should be looking for in your regular inspections and how early identification can potentially save your school time and money: Half of the workshop will be presented outdoors looking at real life examples – trees, turf etc. Content will include::

Playground and Structures

- does it look tired and worn out? If so why?
- peeling paint may be a sign of a deeper problem;
- shake and check for missing bolts and worn parts;
- tyres can create hazards and what to look for;
- exposed concrete footings due to soil being worn away;

Lawns and Sports Field

- condition of turf;
- are there weeds present?
- is there good grass coverage?
- is the turf compacted?
- are there grass pests and diseases present?
- drainage and Irrigation issues?
- maintenance regimes to address these.

Trees

- low hanging branches that can cause issues for maintenance and students;
- how to identify dead and diseased branches and limbs;
- structurally weak trees and what to watch for;
- tree species selection;
- the benefits of a tree maintenance programme including a replacement planting programme and inspections to ensure the playground is safe.

BUFFET LUNCH 12.30pm-1.30pm

AFTERNOON WORKSHOPS

1.30pm-3.00pm

The Union: Wage Negotiations and Training Opportunities

Jill Owens: *E Tū*

Jill will bring you up to date on what is happening within the Union including current wage negotiations, issues and changes that may impact on members, and the creation of learning opportunities for school property managers and caretakers.

Solar Heating in Schools

Shaun FitzMaurice: *Vector*

Take control of your school's energy use by harnessing the power of the sun. As schools operate during the day, they get the most out of solar power and your school could end up buying a lot less electricity. That's a great way to take control of a major school expense and move towards becoming more self-sustainable. Learn more about solar heating in schools including current requirements, the benefits and advantages of solar heating, and what works best in a 21st century school.

A Practical Approach to Building Maintenance

Steven Pearce: *City Care*

This workshop will offer advice and discussion on different approaches when considering the school environment:

- planning and implementing building maintenance programmes;
- what are the benefits and drawbacks of scheduled maintenance?
- cradle-to-grave-asset management: what should you be checking and inspecting?
- design build considerations in relation to schools – considering the whole-of-life cost and how this may impact on your school property plan.

Water Management in Schools

Watercare

An in-depth look at issues concerning water management and supply issues specific to schools, including:

- water economy measures;
- health-related aspects of drinking water quality;
- the way forward.

The Impact of Drug and Alcohol Misuse in the Workplace

Sue Nolan: *DrugFree Sites*

Sue will examine which drugs currently available in New Zealand are being misused. Learn about the negative impact of drug and alcohol abuse on workplaces and society, the options which schools have to develop policies for testing applicants and current employees, and the technically robust testing procedures.

Fire Hazards and Controls in Schools

Graham Platts: *Director, Act Safety Ltd*

This workshop covers fire safety and emergency preparation. Content includes:

- understand the legal requirements of the Fire Service Act 1975 and Fire Safety & Evacuations of Buildings Regulations 2006;
- understand approved fire evacuation scheme and evacuation procedures;
- recognise all types of emergencies;
- human behaviour when confronted by an emergency;
- procedures for a safe evacuation of occupants;
- duties of key personnel: Senior/Floor/Building Warden;
- preparing the building or worksite for an emergency;
- assembly points and places of safety;
- fire prevention, detection and warning devices;
- workplace audits to ensure safe and speedy evacuation;
- maintaining a visitors' register and a disability assistance register;
- knowledge of school procedures;
- best practise highlights.

Small-space Garden Application in Schools

Paul Crowhurst: *Operations Manager, Hire Plants Ltd*

You can start a small-space school garden simply and quickly, by using sunny window sills, or by setting up a container garden in a courtyard or somewhere in the playground. Dig in to how to evaluate the site, test the soil texture, preparation and drainage, growing food in a small space, planter options, and potential health and safety issues. Find out which plants to use for an aesthetically pleasing small garden that is functional, low maintenance and great for local biodiversity.

CONCLUSION

3.00pm-4.15pm

Prizes drawn, drinks and nibbles



Erin Roughton Managing Director, Emsol

Energy Management Solutions Ltd (Emsol) is a consulting and project management business dedicated to making energy savings easy. Erin is a qualified professional engineer and has an in-depth knowledge of energy efficiency in industrial, commercial and residential sectors. Erin is an Accredited Energy Auditor and Energy Masters Member of EMANZ and provides policy advice and project management services to business, councils and government organisation

Layne Young Turf Solutions

Layne has more than 30 years experience in golf course construction and maintenance on leading courses throughout New Zealand. He also has experience in sports field construction and maintenance working for one of Auckland's leading contracting companies. Layne has attended numerous turf grass conferences in New Zealand, Australia and the U.S. to keep up-to-date with the latest techniques and methods of construction and maintenance of turf. He has also published articles on turf maintenance and construction in turf publications.

All About People Health & Safety Training

All About People are 'agents of change'. They partner with their clients to embed health and safety awareness into the culture of the workplace. The safety management programme becomes an integral part of the business with the support and confidence of the employees. Staff members have over 30 years' experience in workplace health & safety and risk management. Many are also volunteer NZ Fire Service fire fighters with hands-on experience in fire safety management, emergency management and as medical co-responders.

Andrew Sykes Vertical Horizonz

Vertical Horizonz pride themselves on offering the best range of health and safety training New Zealand has to offer. They employ only the most experienced trainers under the umbrella of a single Private Training Establishment (PTE), and combine their skills with the strengths of other professionals and training providers. All VHNZ trainers are accredited Assessors, and hold a NZ Certificate in Adult Teaching.

Robert Luijten Luijten Landscaping

Founded by Robert and his wife Ellis, Luijten Landscaping has defined the image of homes and companies throughout Auckland. They cater to every aspect of landscaping from start to finish. All staff are professional landscapers with credible, practical experience in construction of all styles of gardens including native, contemporary, tropical and low maintenance.

Stephen Pearce City Care

City Care has a strong track record working with individual schools and the Ministry of Education. They offer the education sector a wide range of services, including the design and construction of new schools, specialist earthquake repairs, caretaker and school facilities maintenance services, landscaping, playground inspection/maintenance and grounds maintenance.

Jill Ovens E Tū Industry Coordinator

Jill is a prominent unionist and former political candidate. She has a long history of involvement in New Zealand Trades Union, having served as the president of the Association of Staff in Tertiary Education. She also served as Women's Council Convenor at the CTU and attended the ICFTU World Women's Conference as a delegate.

Shaun FitzMaurice Vector

Vector is leading the transformation of the energy sector to create a new energy future; identifying and developing options that will provide value, choice and service for their customers throughout New Zealand

Watercare An Auckland Council Organisation

Each day, *Watercare* supply around 354 million litres of water to Auckland and treat around 392 million litres of wastewater to a high standard. They draw water from 23 sources, treat it and deliver it to homes and businesses via a vast network of pipes. *Watercare* also collect, treat and dispose of wastewater, including trade waste from industry.

Sue Nolan DrugFree sites

Sue Nolan has been both a forensic scientist and regular expert witness (criminal and employment courts) for 40 years specializing in illicit drugs, toxicology and workplace drug testing. In November, 2007, she established her own consultancy company, *DrugFree Sites*. Prior to that, she was employed by the Institute of Environmental Science and Research Ltd (ESR) and the Department of Scientific and Industrial Research (DSIR).

Graham Platts Director, ACT Safety Ltd

ACT Safety is a Private Training Establishment which offers constructive consultation in risk management, auditing of safety systems and development of safety procedures. Their experienced trainers and consultants not only provide fire and emergency training but also develop approved evacuation schemes and emergency evacuation procedures that meet the requirements of the Health & Safety in Employment Act and the Fire Services Act.

Paul Crowhurst Operations Manager, Hire Plants Ltd

Paul specialises in small space gardens, planters and indoor landscaping. He brings a wealth of experience to this workshop. You can see samples of his completed work at: www.hireplants.com



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9.00am-4.15pm, Thursday 24 August 2017

☐ Yes, I would like to attend the Auckland School Property Conference

(Please use a separate registration form for each enrolment, photocopies are welcome).

Registration details

Name

Position

School

Postal address

Email address

Name to appear on Name Tag:

Please send us an invoice for the total of \$

Please decide now which workshop you want to attend and tick the relevant squares.

Bookings are allocated on a first-come, first-served basis, so although every effort will be made to accommodate your choice, CES reserve the right to select an alternative.

| MORNING SESSIONS (choose one only) | | AFTERNOON SESSIONS (choose one only) | |
|---|--|---|---|
| <input type="checkbox"/> Session A | Field Trip: A Practical Turf Lesson | <input type="checkbox"/> Session A | The Union: Wage Negotiations & Training |
| <input type="checkbox"/> Session B | Safety Differently in 2017 | <input type="checkbox"/> Session B | Solar Heating in Schools |
| <input type="checkbox"/> Session C | Working at Heights Around Your School | <input type="checkbox"/> Session C | A Practical Approach to Bldg Maintenance |
| <input type="checkbox"/> Session D | Maintaining Garden Around the School | <input type="checkbox"/> Session D | Water Management in Schools |
| <input type="checkbox"/> Session E | Specific Energy Strategies for Your School | <input type="checkbox"/> Session E | The Impact of Drug & Alcohol Misuse |
| <input type="checkbox"/> Session F | Green-space Maintenance in Schools | <input type="checkbox"/> Session F | Fire Hazards & Controls in Schools |
| | | <input type="checkbox"/> Session G | Small Space Garden Application in Schools |

DIETARY INFORMATION (if applicable)

- ☐ I am a vegetarian (tick if vegetarian)
- ☐ I have special dietary requirements (please supply details) _____

COST AND PAYMENT

Registration fee includes workshops, speakers, morning tea and buffet lunch. \$320.00 + GST per person.

Places are strictly limited and final confirmation is subject to availability, so please register early.

Any questions, call free 0800 205 267, or email wayne@cessl.org.nz

CANCELLATION POLICY

You may send a substitute in your place. Cancellations received seven days prior to the event will attract a full refund.

Regrettably no refunds can be made for cancellations received after this date.

5 WAYS TO REGISTER

1. Online: go to www.cessl.org.nz/services **2. Email:** scan this registration form and send to wayne@cessl.org.nz

3. Phone free: 0800 205 267 **4. Fax free:** 0800 205 762 **5. Post-free:** PO Box 414 Christchurch 8140.

LOCATION: CENTENNIAL STAND, ALEXANDRA PARK FUNCTION CENTRE, GREENLANE

Take Gate B or C to drive into the complex. Free parking is available right outside the Function Centre.

Register online: www.cessl.org.nz fax free: 0800 205 762 phone free: 0800 205 267