



**Hamilton School Caretakers'  
and Property Managers'**

# **School Property Conference**

**9.00am-4.30pm, Thursday 8th July 2021  
Novotel Tainui Hamilton, 7 Alma Street, Central**

**Reserve your place now! Register online: [www.cessl.org.nz](http://www.cessl.org.nz)**

email: [wayne@cessl.org.nz](mailto:wayne@cessl.org.nz) phone free: 0800 205 267

## REGISTRATION 8.15am to 9.00am

## INTRODUCTION 9.00am

### Welcome to delegates and housekeeping

Wayne Jamieson: CES General Manager

## KEYNOTE SPEAKER 9.00am-9.55am

### Facility security techniques

**Darren Morton**

Executive Security Group

#### Security update:

- the security issues that schools face today, and risks which may arise in the future

#### Assessing your school's risk:

- intelligence gathering – the process;
- how to assess your risks and risk level;

#### Security contractors

- get the best out of security contractors;
- CCTV; alarms; patrol services;

#### Proactive security management:

- resolution techniques
- crime prevention;
- working with the police and community
- communication;

#### Emergency planning for schools:

- must-haves for today's environment;

#### Reactive security management:

- response procedures;
- lockdowns and safe-havens;
- crisis management planning;

#### Conclusion:

- future concerns.

## MORNING TEA 10.00am to 10.30am

## MORNING WORKSHOPS 10.30am to 11.45am

### Safety and security planning for school staff and management

**Darren Morton:** Executive Security Group

Topics will include:

- **Planning:** aspects which must be thought through and put in place at both management and staff level;
- **Application:** techniques to manage security and safety throughout the day.

### Playground safety surfaces, injury prevention/impact performance and improvements

**Adam Stride:** Playsafe

Adam will review the history of head injuries caused by falls from playground equipment. He will provide scientific evidence which proves the effectiveness of impact-attenuating surfaces in preventing serious injuries.

Topics will include:

- playground safety surfaces
- playground inspections;
- injury prevention
- the importance of routine maintenance to prevent injuries;
- the role and responsibilities of the school caretaker.

## A systematic approach to tree management and maintenance

**Andreas (Rossy) Ross:** Pro Climb Tree Care

We all know that regular maintenance helps to keep trees healthy and safe. But what does this mean? How much money do you need to budget? And how often do your school's trees need to be inspected and pruned? What records are required? Rossy will talk about cost-effective tree management and give advice on technical and contractual solutions that will suit your budget.

## Building compliance – it is getting tougher out there

**Christine Scammell:** Argest

How can you manage the increasing scrutiny of Councils, MBIE and Compliance Inspectors? Christine has the answers:

- the changing landscape of building compliance – and what it means for your school;
- the reason why there are more and more compliance issues which cost you and your school time and money;
- what you can do to manage compliance more effectively;
- Owner's Inspections – what you need to know about this important aspect of health and safety;
- how to get the most out of the Ministry of Education's funded compliance services

## Preventing slips, trips and falls

**Ian Clark:** IC Safety Solutions

Schools are often busy and crowded. Timetables lead to large numbers of people moving around at the same time, increasing the potential for accidents. The control measures needed are often simple and low-cost, but bring about a significant reduction in injuries. Topics include:

- what are the major causes of slips, trips and falls in school grounds?
- does your school have best practices, and who is responsible?
- what is the best way to prevent slips, trips and falls?
- options for the future.

**Time will be allocated for questions.**

- **Fantastic range of topics**
- **Networking opportunities**
- **Industry insights from experts**
- **Personal development**
- **Relevant trade displays**

## KEYNOTE SPEAKER

11.50am to 12.30pm

### School traffic management

**Craig Macdonald**

#### All About People

Traffic Management is often the highest risk area around schools. Please send us photos taken **before the conference** of traffic areas around your school. We're looking for examples such as drop-off and pick up times, as well as areas used by trade vehicles, e.g. Waste Management, etc. (We will provide a traffic management checklist.) Craig will use these images during the workshop as the basis of identifying and managing real-life issues. **Forward your photos to wayne@cessl.org.nz before 1st July.**

## BUFFET LUNCH

12.30pm-1.10pm

## KEYNOTE SPEAKER

1.10pm-2.25pm

### Getting the best from your cleaning company

**Dominic Drumm**

#### Westferry Property Services

#### Understanding the cleaning industry

- trade organisations: BSCNZ
- training in the industry
- other groups: SFWU (union)
- cleaning awards
- interesting facts and stats

#### Key elements in cleaning contracts

- specifications, consumables

#### Understanding service delivery issues

- rubbish removal, water, hygiene

#### Protect assets with planned maintenance

- how to improve cleaning outcomes

## AFTERNOON WORKSHOPS

2.25pm-3.40pm

### Using machinery safely around the school site

**Ian Clark: IC Safety Solutions**

Before you start using any machine you need to think about what risks may occur and how these can be managed. Things to consider are:

- where, when, and why?
- competency and training – who is qualified to operate the equipment?
- what's in this area, what's happened before, what's concealed that could cause concern?
- what are your options?

**Time will be allocated for questions.**

### Health and safety in 2021 – WorkSafe's focus

**Craig Macdonald: All About People,**

Health and safety is more than paperwork and processes. It's about workplace culture, knowledge and developing good habits.

This workshop will focus on four topics:

1. Leadership
2. Risk management
3. Worker engagement
4. Continuous improvement

### Professional tree pruning without a chainsaw

**Andreas (Rossy) Ross: Pro Climb Tree Care**

Tree shrub management starts with a plan. But not every school can afford to cover all the necessary pruning work. This workshop is about cost-effective pruning which can be done by school staff using handsaws, loppers and secateurs. Ross will demonstrate the right tools to use and how to maintain your trees and shrubs for the future:

- which tools should your school buy?
- how do you make clean pruning cuts that will not damage your tree assets?
- when it's time to call the arborist

### Weed and fert spraying around the school site

**Row Robinson: School Grounds Care Ltd**

Spraying, weed-control within school grounds is a potential hazard. It is essential that the user is Growsafe-certified and carries the appropriate insurance cover.

Row will advise which sprays to use for specific situations and the correct use and calibration of spraying equipment.

### Waste minimisation for schools – a practical approach

**Ron Sperber: Earthwhile**

Ron will reveal what happens with waste streams, why we should care, and how we can all improve our efforts. He will define the role school property managers and ground staff can play in reducing waste, and the key elements required for successful diversion. Ron brings rich experience and helpful tips, delivered in a down-to-earth style.

## CONCLUSION

3.40pm-4.30pm

**Prizes drawn, complimentary drinks and nibbles**



## KEYNOTE SPEAKER

### Darren Morton

Managing Director,  
Executive Security Group (ESG)

Darren has over 35 years of international experience working in security and protection across 12 countries. His career began in the NZ Police where he was a member of the armed offenders squad, the special tactics group and the witness protection squad.

Darren is now Managing Director of his own private security company which provides VIP protection, security reviews, crime prevention, counter-stalking and security training for organisations including schools.

### Adam Stride

Principal Inspector & Director, Playsafe

Adam has over 17 years of experience in playground design, manufacturing and project management. He is an expert in playground compliance, maintenance issues and performance testing of impact-attenuating surface materials.

Adam is a certified Level 3 Outdoor Playground Inspector and surface impact-testing specialist, and is New Zealand's only accredited indoor enclosed play inspector.

### Andreas (Rossy) Ross

Managing Director, Pro Climb Tree Care

Rossy is passionate about the safety of everyone involved with trees, from the arborist working high up a tall tree to the public passing below. This led to him developing safety and training concepts which required a thorough knowledge of the risks and the management of trees as low-risk assets. Rossy holds qualifications in forestry, arboriculture, and industrial rope access. He is a consultant to Auckland Council, Food and Plant Research, Primary ITO and is an expert witness for WorkSafe.

### Christine Scammell

Argest

Argest is New Zealand's leading building warrant of fitness compliance management company and was the first company to earn ISO9001 Accreditation. Argest provides schools throughout New Zealand with facilities management for compliance on behalf of the Ministry of Education.

### Ian Clark

IC Safety Solutions Ltd

Ian is a specialist in health and safety with over 30 years of experience. He mentors companies and schools in the development of health and safety management systems and helps organisations to put in place safe practices which are relevant to their workplace.

## KEYNOTE SPEAKER

### Craig McDonald

Director/Senior Health & Safety Specialist  
All About People

Craig has over 25 years experience in workplace health & safety and emergency management. He is a SafePlus accredited assessor, ProfNZISM and is on the HASANZ register. Craig has worked in a many fields ranging from farms to schools, to manufacturing and construction, and most recently was the Health & Safety lead for the 36th America's Cup in Auckland.

## KEYNOTE SPEAKER

### Dominic Drumm

Westferry Property Services

Dominic founded the commercial cleaning company in 2007 after seeing that the industry was screaming out for reputable operators. He began with simple mission statement; to provide the highest level of cleaning consistently to all customers.

### Row Robinson

School Grounds Care Limited

Row is a registered spraying contractor who provides expertise in everything outdoors for Auckland schools. He is an arborist and a specialist in native plants and is skilled at turf management.

### Ron Sperber

Managing Director, Earthwhile Ltd

Ron is a passionate permaculture educator and self-confessed compost nut. Before founding Earthwhile, he was contracted to Auckland Council for 9 years as a waste minimisation facilitator for schools, including the WasteWise programme.

Ron is a former chair of the Auckland Zero Waste Alliance Trust, and is currently a trustee of the Auckland Permaculture Trust and director/principal tutor of Auckland Permaculture Workshop.



## COVID-19 and CES's response

CES is a member of the New Zealand Events Association and is committed to The Event Sector Voluntary Code. This means that we are:

- enabling contact tracing;
- enabling good hygiene practices;
- encouraging a culture of best practice around COVID-19.

To see the Code head to  
[www.majorevents.govt.nz/the-code](http://www.majorevents.govt.nz/the-code)

**The NZ COVID Tracer QR code will be accessible throughout ASC - we expect all delegates to scan the QR code or to sign-in manually.**

Check the Ministry of Health website to see the most up-to-date advice. The Ministry suggests people stay at home if you are unwell and call Healthline (for free) on 0800 358 5453, or your health care provider if you think you have symptoms of COVID-19.

**Follow these basic hygiene measures while attending ASC:**

- **Hand hygiene** - frequently wash your hands for 20 seconds, then dry them thoroughly. Or use an alcohol-based hand sanitiser.
- **Coughing and sneezing etiquette** - sneeze or cough into the crook of your elbow or cover coughs and sneezes with a tissue, then put the tissue in a bin and clean your hands (as above).
- **Avoiding touching your face**
- **Clean hard surfaces and frequently touched items** (for example door handles and phones)
- **Physical distancing:** keep a distance from people you do not know. Use your judgement.

## Hamilton School Caretakers' and Property Managers' **School Property Conference**

9.00am-4.30pm, Thursday 8th July 2021

Yes, I would like to attend the Hamilton 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	Safety and security planning for school staff	<input type="checkbox"/> Session A	Using machinery around the school site
<input type="checkbox"/> Session B	Playground safety surfaces - injury prevention	<input type="checkbox"/> Session B	Health & safety in 2021 - WorkSafe's focus
<input type="checkbox"/> Session C	Managing your school's tree assets	<input type="checkbox"/> Session C	Professional tree pruning without a chainsaw
<input type="checkbox"/> Session D	Building warrant of fitness and compliance	<input type="checkbox"/> Session D	Weed and fert spraying around the school site
<input type="checkbox"/> Session E	Preventing slips, trips and falls	<input type="checkbox"/> Session E	Waste minimisation - a practical approach

### 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. **\$395.00 excl. 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.

### 3 WAYS TO REGISTER

- 1. Online:** go to [www.cessl.org.nz/services](http://www.cessl.org.nz/services)
- 2. Email:** scan this registration form and send to wayne@cessl.org.nz
- 3. Phone free:** 0800 205 267

### NOVOTEL TAINUI HAMILTON, 7 ALMA STREET, CENTRAL

Free parking is available.



**Register online: [www.cessl.org.nz](http://www.cessl.org.nz) • phone free: 0800 205 267**

HAMILTON