**Hawkins Site Operations Module Tuesday 27th and Wednesday 28th June 2023**

**Learning Outcomes for Site Operations Module 2023**

**The Aim**: **To develop knowledge of the construction process from site set-up to handover based on construction documentation and best practice.**

After successfully completing this course participants will be able to:

1. Demonstrate knowledge of the management structures and hierarchy of responsibilities within a typical construction contract
2. Demonstrate knowledge of the methodologies for the basic disciplines in the construction process,
3. Demonstrate knowledge of the practical implications of compliance in relation to the on-site construction process

**DAY ONE** **8am til 430sh 180-2043**

* **Group work** primarily - Using guiding Worksheets to share in-room construction methodology and compliance experiences the participants have had, or using currently set against /compared with the theories that underpin practice approx.

**LO1 and 2 are the main focus for DAY One**

using doco sets as available; Resource Consents; other

**8.00 –** **10.00**

**1. Onsite and Offsite Organisational Structures - and those Interractional team communications and responsibilities within Hawkins for example -ie how it works and how it can falter at times**

Hawkins’ organisational chart(s) as a starter and how it all works – on a project, and at the higher levels overall.

* **Participants** need then to **place themselves within the organisational and divisional Hawkins’ structures** or make one up that aligns and reports to the upper tiers of the organisation - and identify the communication lines with their line managers and others on the team(s) ready for workshop and assignment discussions later in the day.
* **Client Project teams and their roles Contractor Project teams and their roles and responsibilities**, company protocols and communications including protocols etc internally and with onsite/offsite staff on projects participants familiar with –
* **Best practice theory and practice perspectives .** A focus on the site manager et al roles and responsibilities and compare with **experiences including job descriptions in brief of Hawkins’ staff in the room –**

**10.00-10.30 break**

**1030-12.00**

**2. Compliance – practicalities in reference to the Building Act (2004), NZS3910 and any other contracts in use**

* **CIC guidelines** - **Compliance 3. Documentation section of module** –

**3.Documentation Stages/Phases**

* **CIC Guidelines** what info can expect in the various types of drawings/ documentation including likely interrogations by CM, SM, QS, Eng etc

making use of the provided drawing sets as available as well

* **Resource Consents –RMA –** why RCs, what types, the process, AEE etc
* **Group Assignment Handout**

**12.30 – 1.30 lunch**

* 1. **– 4.00**

**4.Construction Methodologies** – What choices are there in your experience and what specific factors that influence the choice(s).

* What are the traps to avoid and what is considered best practice ? to include Hawkins’ participants’approaches and preferences with examples

**5.Get started into the Group Assignment** **Preparation** for tomorrow and aim for 15 mins presentations - as tomorrow will be just as seriously busy and diverse as Day One .

* Remember to make use of the relevant and associated resources and links up on the Moodle page(s)

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**DAYTWO** **8am til 4.00 sh 180-2043**

**LO1 is the main focus for DAY Two** plus **Group Assignment** presentations and Site Visit with Terry Buchan

**8.00- 10.00- Group Assignment preparation** time of **the ppt** **presentations** – **building up on/** **from** what was starting to be prepped at the end of Day One

**10.00- 11.30/12 approx The Presentations and feedback from facilitator -**allow 90mins+ approx ie 15mins per group plus brief change over and questions and feedback

**12.00 –12.30 lunch**

**1230-130 Terry Buchan presentation** - pre site visit presentation on **Construction Methodologies and Compliance with NZS 3910 examples -** the TB and Hawkins way - factors that influence the choice(s) and traps to avoid and best practice including Hawkins’ approaches and preferences with any brief? case study examples

**1.30 Head for the Henderson site to meet Terry and be briefed**

**2.00 - 4.00 Guest presenter - Terry Buchan led Site Operations module Site Visit**

Then Thank you !!homeward bound nationally and locally