COURSE CALENDAR

2026/2027 courses

Calendar Key
Green – Confirmed courses but spaces still available.
Orange – Potential courses still require numbers to run.

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Agile (Project) Management (2 days)
Projects don't always go according to plan. Priorities change, information is incomplete and teams need to respond quickly without losing focus. Agile provides a practical way to work effectively in these environments - not by abandoning planning, but by planning, learning and adapting as you go. This highly interactive course introduces the principles and practical tools behind Agile and shows how they can be applied in any workplace, including construction. You'll explore how to improve teamwork, make work visible, respond to change and create a culture of continuous learning and improvement.

23-24 March	Christchurch
11-12 May	Auckland
Cost (excl GST)	$1395

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.

15 March	Auckland
12 April	Wellington
10 May	Christchurch
Cost (excl GST)	$695

Bitumen – Basic Safety (1 day)
It is absolutely essential that all those involved in any way with bituminous materials fully understand the significant hazards presented and the procedures used to ensure safety. This is a required comprehensive safety awareness course for all personnel in the road surfacing industry and is presented with the aid of practical examples and videos. It is a pre-requisite for other advanced courses for those handling, operating, maintaining or working near bitumen equipment or supervising the use of bituminous materials.

7 September	Auckland
14 September	Palmerston North
11 October	Christchurch
Cost (excl GST)	$845

Bitumen Bulk and Tanker Operator (1 day)
The operation of bulk bitumen and emulsion handling and transport equipment (tankers, storage and blending plants) demands a basic knowledge of the properties of bitumen and associated products and adherence to strict safety procedures. Production is improved if operators have the appropriate advanced knowledge and skill to accurately and safely use plant and equipment. Quality is maintained by bitumen product knowledge, adherence to handling procedures, accurate blend and calculation and careful record keeping.

9 September	Auckland
16 September	Palmerston North
13 October	Christchurch
Cost (excl GST)	$845

Bitumen – Managing the Risks (1 day)
This is an essential risk awareness course targeted at managers, engineers and supervisors involved in managing businesses or operations that include the storage, production and transport of bituminous materials; and road surfacing works. A separate course "Bitumen - Basic Safety" is intended for all others involved in the road surfacing industry.

6 September	Auckland
22 October	Christchurch
Cost (excl GST)	$845

Bitumen Sprayer Operator (1 day)
Precise and competent operation of the bitumen sprayer is essential to successful chipsealing operations. Sprayer performance is improved if operators have detailed knowledge of the principles of the chipsealing process and the appropriate knowledge to accurately use the equipment. Output quality is enhanced by bitumen product knowledge, adherence to safe handling procedures and careful record keeping.

10 September	Auckland
17 September	Palmerston North
14 October	Christchurch
Cost (excl GST)	$845

Bridge and Other Significant Highway Structures Inspection (2 days)
This is the NZTA endorsed and certified course designed to ensure the correct requirements are met for the inspection of bridges and other significant highway structures. NZTA requires this training as a condition to inspecting NZTA structures.

8-9 December	Christchurch
28-29 April	Auckland
26-27 May	Christchurch
Cost (excl GST)	$1695 (2026 fees)
Cost (excl GST)	$1795 (2027 fees)

Bridge Investigation & 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. Whilst this course does include a module on the inspection process, this is not considered in detail. Completion of this course does not certify delegates to inspect NZTA bridges. The NZIHT sister course Bridge and Other Significant Highway Structures Inspection is required.

24-25 February	Auckland
17-18 March	Christchurch
Cost (excl GST)	$1495

Chipseal Materials (half day)
This course provides an introduction to the materials and specifications used in chipseals in NZ. It is intended for those who have not previously acquired the knowledge or had formal detailed training in this subject. It is essential knowledge for those wishing to attend the NZIHT 'Chipseal Design' course and is intended to give a good understanding of the basic properties, NZTA specifications and performance of the component materials – bituminous binders, binder additives and mineral aggregates.

7 April	Auckland
24 August	Auckland
18 October	Christchurch
26 October	Hamilton
Cost (excl GST)	$695

Chipseal Design (2 days)
Factors affecting the design and the field performance of chipseal surfacings are complex. Local conditions can significantly influence the way a seal is designed to get the best performance. Prior detailed knowledge of chipsealing materials is an essential requirement for this course.

8-9 April	Auckland
25-26 August	Auckland
19-20 October	Christchurch
27-28 October	Hamilton
Cost (excl GST)	$1395

Effective Leadership (2 days)
Whether you're new to leadership, preparing for your next step or looking to refresh your approach, becoming an effective leader starts with understanding yourself and the impact you have on others. Leadership isn't simply something you're born with. It is a skill that can be developed. Using DiSC as a practical self-discovery tool, this interactive course helps you understand your own strengths, recognise different ways people respond and adapt your approach to get the best from others.

24-25 February	Auckland
4-5 May	Christchurch
Cost (excl GST)	$1395

Environmental Management **On-Line ZOOM** (2x 3hr sessions)
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. The course is designed for anyone involved in the construction industry, including contractors, project managers, regulators and consultants.

- 2 & 3 February: 9.00am - 12.00pm each day

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

Cost (excl GST)	$495

Explosive Atmospheres / Hazardous Areas (1 day)
This course is designed to give people the essential knowledge of explosive atmospheres and hazardous areas. Learn to identify hazardous areas, sources of ignition and the properties of hazardous materials, along with the roles and responsibilities of all parties, regulations, standards and codes of practice relating to hazardous areas.

29 April 2027	New Plymouth
3 August 2027	New Plymouth
5 October 2027	New Plymouth
Cost (excl GST)	$895



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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 latest Austroads guidelines.

15-16 February	Christchurch
8-9 March	Wellington
12-13 April	Auckland
Cost (excl GST)	$1395

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.

16 February	Auckland
18 March	Christchurch
14 April	Palmerston North
Cost (excl GST)	$845

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, their cause and target the right intervention at the right time is the objective of this course.

7 December	Auckland
15 February	Palmerston North
22 February	Christchurch
15 March	Auckland
Cost (excl GST)	$895 (2026 fees)
Cost (excl GST)	$945 (2027 fees)

Microsoft Excel **On-Line ZOOM**
(2x 3hr sessions)
Do your Excel skills need improving to manage all of the above? Are you self-taught or need a refresher? Learn how analysis your data with functions, filters, Pivot tables, charting, navigating large spread sheets, saving time and become a confident Excel user. This live online zoom training will hone your skills.

- Friday 4 & Monday 7 December (9am-12pm)
- Friday 5 & Monday 8 March (9am-12pm)

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

Cost (excl GST)	$495 per person

NZS3910:2013 - The 'Old' Conditions of Contract - An Overview (1 day)
NZS3910, which contains the 'rules' for administering and managing civil engineering and building contracts, was revised in 2023. However, many contracts will continue using the 2013 conditions. To assist newcomers understand the rules and to provide a refresher for more experienced people, this course provides an overview on how to manage and administer contracts and to understand their obligations and liabilities under the 2013 version of NZS3910.

24 March	Auckland
20 April	Wellington
25 May	Christchurch
Cost (excl GST)	$845

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.

22-23 February	Auckland
1-2 March	Christchurch
15-16 March	Palmerston North
Cost (excl GST)	$1395

Pavement Investigation, Design and Construction QA (1 day)
Best practice guidelines for investigation and design of pavements will be introduced. This includes flexible and rigid pavement for roads, industrial developments and subdivisions. Most cost effective and environmentally friendly design solutions will be covered for new and existing pavements. Calculation of pavement deflection and curvature function will be introduced in the course with examples using the design and analysis program Circly to meet NZTA and Auckland Transport EPA technical and TDM new design requirements.

17 March	Auckland
16 June	Auckland
Cost (excl GST)	$1045

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 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. Asphalt and Chipseal practices will be covered at length including cutting and preparation, along with procedures for patching both of these surfacing types.

15 February	Auckland
9 March	Wellington
20 April	Christchurch
Cost (excl GST)	$845

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 instillation 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.

17 February	Auckland
19 March	Christchurch
15 April	Palmerston North
Cost (excl GST)	$845

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. With the advent of new TNZ performance specifications (B/3 and M/22), there is the opportunity to use alternative materials in conjunction with stabilisation techniques, to meet strength and durability requirements for pavements. This workshop provides an overview of the main issues involved with the design and construction of sealed and unsealed pavements using stabilisation.

7 December	Christchurch
14 December	Auckland
15 February	Palmerston North
8 March	Christchurch
5 April	Auckland
Cost (excl GST)	$795 (2026 fees) $845 (2027 fees)

Supercharged Supervisors Toolkit (1 day)
Being a supervisor means getting things done through other people. You need to set clear expectations, build trust, deal with problems and bring out the best in people - often while managing competing priorities and pressure from above. This highly interactive course gives supervisors a practical approach to leading themselves and their teams effectively. You'll explore your own leadership style, understand how it affects others and learn how to adapt your approach to different people and situations.

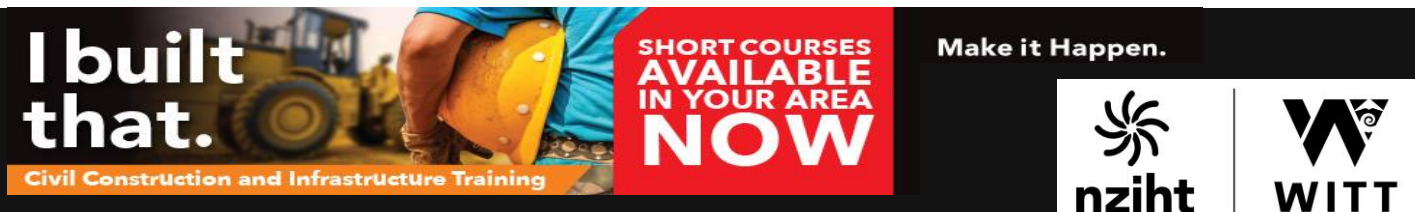
17 February	Wellington
7 April	Christchurch
28 April	Auckland
Cost (excl GST)	$1045

Successful Project Management (2 days)
Stepping into project management can be challenging. You may be expected to deliver a project while managing tight deadlines, limited resources, changing requirements and competing demands. At the same time, clients, contractors and stakeholders expect you to have the answers.This highly interactive two-day course gives new and developing project managers a practical approach to taking control of a project - from defining what needs to be delivered through to successful completion.

8-9 December	Auckland
9-10 March	Christchurch
13-14 April	Wellington
20-21 April	Auckland
Cost (excl GST)	$1295 (2026 fees)
Cost (excl GST)	$1395 (2027 fees)

The Fundamentals of Asphalt Mix (2 days)
This course provides an overview of asphalt mix design and includes the latest design methods from America and Australia. The methods will include Austroads Guide to Pavement Technology and SHRP Superpave Mix Design. This course also includes an overview of the specification for dense graded, stone mastic and fine graded asphalt paving mixtures NZTA M/10. This will assist engineers and supervisors in their understanding of the design process and specifications.

8-9 March	Auckland
22-23 March	Christchurch
Cost (excl GST)	$1395



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Time Management (1 day)
Abraham Lincoln is quoted as having said:
"Give me six hours to chop down a tree, and I will spend the first four sharpening the axe."
Do you start early and go home late so that you can get your work done? We've all had that experience, and it's easy to believe that working harder is always the answer. Time to consider working smartly? This is a practical course that will sharpen your ability to manage your own time and to make sure that things get done on time AND in the right way. Participants construct their own plan for getting things done according to their style and work environment.

23 February	Auckland
6 April	Christchurch
Cost (excl GST)	$1045

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.

16 March	Auckland
13 April	Wellington
11 May	Christchurch
Cost (excl GST)	$845

Understanding NZS3910:2023 - the 'New' 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 course is run with a practical and 'hands-on' point of view to benefit Principals, Consultants and Contractors regarding how to manage and administer contracts and to understand their obligations and liabilities under NZS3910.

16-17 February	Auckland
24-25 February	Wellington
9-10 March	Christchurch
22-23 March	Hamilton
13-14 April	Invercargill
Cost (excl GST)	$1395

Understanding NZS3915 **On-Line ZOOM**
Do you know what the responsibilities for the Principal are under NZS3915 where there is no 'Engineer' to the Contract? Or the rules for handling disputes? Because this standard is based on the 2003 version of NZS3910, it is simpler, but has significant differences from the 2023 version, particularly in relation to term maintenance contracts. This course is designed for people who are already familiar with NZS3910:2023.

11 February	9am-12pm **ONLINE ZOOM**
Cost (excl GST)	$395

Understanding NZS3916 **On-Line ZOOM**
Do you understand the comprehensive design requirements under NZS3916: 2025 (Design and Construct)? Do you know what the rules are regarding intellectual property? These are just some examples of the differences from NZS3910:2023. This course is designed for people who are **already familiar** with NZS3910:2023.

28 January	9am-11am **ONLINE ZOOM**
Cost (excl GST)	$345

Understanding NZS3917 **On-Line ZOOM**
Do you understand the different requirements for remedying defects under NZS3917: 2025 (Fixed Term)? Or for the Programme? Or for insurance? Or for the Contract Works Period? These are just some examples of the differences from NZS3910:2023. This course is designed for people who are **already familiar** with NZS3910:2023.

23 February	9am-12pm**ONLINE ZOOM**
Cost (excl GST)	$395

Understanding NZS3917:2025 - Fixed Term (2 days)
This course focuses on the newly released version. It is presented from a practical and 'hands-on' point of view for Principals, Consultants and Contractors regarding how to manage and administer fixed term contracts under NZS3917. The course is designed for people not familiar with NZS 3910, as it covers a lot of the same material in the popular NZS 3910:2023 course. As many people will still be operating under contracts using the 2013 version of NZS3917, this course content will highlight what is different in the 2025 version from the 2013 version.

16-17 March	Christchurch
21-22 April	Wellington
11-12 May	Auckland
Cost (excl GST)	$1395

Understanding Quality Pavement Construction (1 day)
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.

8 December	Christchurch
15 December	Auckland
16 February	Palmerston North
9 March	Christchurch
6 April	Auckland
Cost (excl GST)	$795 (2026 fees)
Cost (excl GST)	$845 (2027 fees)

Understanding the Construction Contracts Act 2002 **On-Line ZOOM**
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.

16 December	9am-12pm **ON LINE ZOOM**
1 March 2027	9am-12pm **ON LINE ZOOM**
Cost (excl GST)	$345 (2026 fees)
Cost (excl GST)	$395 (2027 fees)

Understanding the National Utilities Code (2 days)
THIS COURSE NOW COVERS THE RECENTLY APPROVED 2024 VERSION OF THE CODE.
Are you complying with the National Utilities Code? Its use is compulsory for all road and rail controlling authorities and utility network operators and their contractors for access to the road and rail corridors to install and maintain utility assets. It is designed for corridor managers, utility operators, consultants and contractor staff who supervise work in the road and rail corridors. It covers interpreting the Code from start to finish and how to comply with the requirements of the Utilities Access Act 2010.

8-9 December	Christchurch
18-19 February	Wellington
3-4 March	Auckland
6-7 April	Christchurch
28-29 April	Palmerston North
4-5 May	Hamilton
18-19 May	Invercargill
Cost (excl GST)	$1295 (2026 fees)
Cost (excl GST)	$1395 (2027 fees)

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.

10 December	Auckland
14 December	Wellington
Cost (excl GST)	$795

