

**Institute of Public Works Engineering Australia Limited  
National Office**



Institute of  
Public Works  
Engineering  
Australia

**NATIONAL OVERSEAS STUDY TOUR 2012**

**Best Practice in Public Works**

**FINLAND, SWEDEN & ESTONIA  
29<sup>th</sup> May – 10<sup>th</sup> June 2012**

The 2012 National Overseas Study Tour will travel to Finland with visits to Estonia and Sweden. The Tour will be in association with the International Federation of Municipal Engineering (IFME) World Congress on Municipal Engineering to be held in Helsinki, Finland from 4-10 June 2012.

We will again be exploring best practice in public works and the pre-congress part of the tour will be jointly conducted with INGENIUM our sister organisation from New Zealand. This adds another dimension to the tour as it provides the opportunity for networking between the delegates from the two countries. A maximum of 20 places will be available on the tour, with 10 places allocated to each organisation. The National Office will be responsible for most travel, transport and accommodation arrangements.

Applications to participate in the Tour will be invited by participating State Foundations who will offer grants towards the cost of the Tour. **Privately funded participants may also apply to join the Tour.** The Study Tour is a real opportunity to broaden your perspective of the world and how you approach your daily work and personal life. It is an opportunity not to be missed.

There is also an opportunity to stay on and further explore Europe privately. This unique tour takes delegates to the heart of Scandinavia. Russia is within easy reach and St Petersburg is only a 3½ hour train ride from Helsinki.

INGENIUM CEO, Ross Vincent will lead the NZ contingent and IPWEA National Executive Officer, Ross Moody will lead the Australian group. For the majority of the tour, delegates will be based at the Scandic Simonkenttä hotel in central Helsinki, near the Congress venue, the Finlandia Hall.

**Pre Congress Study Tour**

The pre-congress study tour comprises a series of Council-hosted technical visits and presentations on infrastructure issues.

The host municipalities for the study tour visits include:

- **Helsinki City Council**
- **Vantaa City Council**
- **Espoo City Council**

One municipality will be visited each day, with presentations in the morning and site visits in the afternoon. With regard to transport, delegates will walk from the hotel to Helsinki City Council and will travel by train to the other two Councils after walking to the station.

The study tour topics planned to be covered during the visits are:

- skills shortage
- greenery in general (parks and recreational areas)
- privatization of municipal liabilities
- traffic solutions within the greater Helsinki area
- the challenge with population growth
- Waste Management
- winter maintenance
- street cleaning
- maintenance (pavement, traffic signs, pot holes...)
- customer care
- water supply and waste water treatment
- storm water
- the underground master plan in Helsinki
- asset management.

*Note: variations to this list would be put forward to the hosts on request from tour delegates.*

### **IFME World Congress on Municipal Engineering**

The International Federation of Municipal Engineering (IFME) World Congress on Municipal Engineering will be held in Helsinki, Finland from 4-7 June 2012. The IFME World Congress is held every third year and the last Congress was held in September 2009 in Melbourne. The Helsinki Congress will be held in cooperation with Tallinn, Estonia and Stockholm, Sweden. The theme of the Congress is "Plan, design, construct and maintain... for a better future". The Congress includes a 1-day study tour to Tallinn, Estonia by ferry.

### **Post Conference Study Tour – Stockholm**

Travel will then continue from Helsinki to Stockholm by overnight Ferry which departs at 5pm on Friday 8<sup>th</sup> June arriving in Stockholm at 10am the next morning. The technical programme in Stockholm is not as yet published. Technical presentations are also planned on the ferry trip.

Delegates will have the option of concluding the study tour in Stockholm or returning by ferry to Helsinki. The ferry departs at 5pm on Saturday 9<sup>th</sup> June arriving Helsinki at 10am Sunday 10<sup>th</sup> June. If the one way ferry option is taken, overnight accommodation will be provided in Stockholm on Saturday 9<sup>th</sup> June.

### **Study Tour Costs**

The delegate cost for the study tour is \*\$8,500. This price includes:

- 10 nights single room hotel accommodation at \*\*Scandic Simonkenttä Hotel in Helsinki
- All breakfasts
- All lunches and dinners from 29<sup>th</sup> May to 9<sup>th</sup> June with the exceptions of dinner on Friday 31<sup>st</sup> May and the weekend of 1<sup>st</sup>-2<sup>nd</sup> June and Saturday 9<sup>th</sup> June if the Stockholm end of tour option is chosen
- Return flights from Australia via Qantas and their partner carriers (from capital cities only) to Helsinki and all land and \*\*\*sea travel associated with the technical visits
- technical visits
- tour planning and organisation, and tour guide

*\*In view of the world economic volatility there may be a requirement to adjust the cost if the \$AUD falls in value against the Euro. Our costs have been based on a conversion rate of 0.7 EU to 1.0 \$AUD*

*\*\*Subject to booking before April 2012*

*\*\*\*If the one way ferry from Helsinki to Stockholm option is taken, hotel accommodation is provided in Stockholm on Saturday 9<sup>th</sup> June.*

Exclusions are:

- Travel insurance (compulsory),
- Airport transfers,
- Personal expenses and optional sightseeing.

*Participants are able to vary their flight arrangements and upgrade hotel rooms to dual occupancy or Superior standard at an additional cost payable directly to the travel agent arranger.*

The Tour commences at the Scandic Simonkentta Hotel in Helsinki on Tuesday 29 May 2012 at 6.30pm (tour group to meet in the hotel foyer) and concludes when delegates are returned to Helsinki after the return ferry from Stockholm or in Stockholm on 10 June if the one way ferry option is taken.

### Study Tour Itinerary

Day #	Day	Date	Activity	Transport	Accommodation
			Delegates fly in from various origins in Australia	Flight	NA
1	Tues	29-May	Check into Helsinki Hotel - Meet for Dinner	NA	Helsinki Scandic Simonkenttä
2	Wed	30-May	Site visit 1 - Helsinki (Day trip)	Train	Helsinki Scandic Simonkenttä
3	Thurs	31-May	Site visit 2 - Espoo (Day trip)	Train	Helsinki Scandic Simonkenttä
4	Fri	1-Jun	Site visit 3 - Vantaa (Day Trip)	Train	Helsinki Scandic Simonkenttä
5	Sat	2-Jun	Free Day Helsinki	Own arrangements	Helsinki Scandic Simonkenttä
6	Sun	3-Jun	Free Day Helsinki	Own arrangements	Helsinki Scandic Simonkenttä
7	Mon	4-Jun	Helsinki Conference	NA	Helsinki Scandic Simonkenttä
8	Tues	5-Jun	Helsinki Conference	NA	Helsinki Scandic Simonkenttä
9	Wed	6-Jun	Helsinki Conference	NA	Helsinki Scandic Simonkenttä
10	Thurs	7-Jun	Site visit 4 - Tallinn, Estonia (Day trip)	Ferry	Helsinki Scandic Simonkenttä
11	Frid	8-Jun	Depart Helsinki 5pm for Stockholm arrive 10am Saturday	Ferry to Stockholm (overnight)	On Ferry
12	Sat	9-Jun	Spend day on technical tour in Stockholm	TBA	
			Option - stay o/n Stockholm in lieu of return Ferry Helsinki	NA	Stockholm
			Depart Stockholm 5pm for Helsinki arrive 10am Sunday	Ferry return to Helsinki (overnight)	On Ferry
13	Sun	10-Jun	Delegates conclude tour in Stockholm or Helsinki depending on option		NA

### Partners Welcome

Accompanying partners are welcome on the study tour and during the day will be welcome to join the tour group for the visits or to make their own arrangements.

As partners may all have different plans for the duration of the tour, partner's costs (excluding the extra cost of a double room) will be on a pay-as-you-go basis. These pay-as-you-go costs will be the cost of meals and transport. Before departure, partners may be asked to nominate the tour events in which they wish to participate, for catering purposes.

Partners are most welcome at the IFME World Congress in Helsinki where a partner's registration will be available (160 Euro up to 30 April 2012). Partner's Congress registration is to be arranged separately from the study tour package.

The Accompanying partners conference registration includes:

- Tourist tour on Tuesday June 5
- Mayor city reception on Monday June 4
- Get-together on Tuesday June 5
- Gala dinner on Wednesday June 6
- Note: Helsinki & Tallinn excursions are not included
- VAT 23 %

### Travel Insurance, Passports and Visas

Participants are advised to make appropriate arrangements for insurance cover. All insurance, passports and visas are the responsibility of the Tour participants. The travel agent arranger will be able to assist.

IPWEA, IFME World Congress Organising Committee, the organisations participating in the technical visits, and others associated with organising the Tour and Congress accept no liability or responsibility for death or illness, or injury/accident to or financial loss by any person participating in the Tour or attending the Conference, whatever the reason.

### General

The dress code for the study tour is smart casual. See the IFME World Congress information for dress code advice for the Congress.

Delegates will have the opportunity for sightseeing around Helsinki at their own expense over the weekend (2<sup>nd</sup> & 3<sup>rd</sup> June) up to the start of the IFME World Congress.

Attached - Foundation Study Grant details.

## **FOUNDATION STUDY GRANTS**

Arrangements are presently being put in place for a number of the State Foundations to offer Fellowship Grants to cover the \$8,500 cost of participating in the 2012 Study Tour. It is expected that all States will be sponsoring participants in 2012 – please enquire on availability. It is also open for members to join the study tour without the benefit of a Foundation Fellowship if they can arrange full payment themselves, or for example have their participation sponsored by their employer.

### **General Conditions**

Each participant will be required to:

- Be a member of IPWEA
- A person who will further the science and knowledge of Public Works Engineering and Management
- Remain employed in the Public Works Engineering industry for 12 months
- Stay together with the Study group (no side trips during the study tour)
- Prepare a brief summary of their current position & special interests to enable preparation of a study tour group profile; indicate their particular interest in the Study topic area
- Make adequate arrangements for travel, health and accident insurance
- Satisfy the respective Foundation fellowship conditions, where applicable
- Contribute to making the Tour a successful experience.

### **CONDITIONS APPLICABLE TO FOUNDATION FUNDED RECIPIENTS ONLY**

The above Study Tour Information and the following “Foundation Recipients Only” conditions are to be read in conjunction with any applicable State Foundation award conditions.

#### **On Return**

- a) Before September 30, 2012, Foundation grant recipients will be required to compose and submit a report on the study tour of not less than 3,000 nor more than 5,000 words clearly detailing the tour topics examined, and their relevant findings and recommendations and their applicability to Australian conditions. The report is to be accompanied by a one-page synopsis and should include photographs or diagrams. The report is to initially be provided in draft form in hard copy and on acceptance by the relevant Foundation Trustees, the final report is to be provided in CD-ROM format suitable for display on the IPWEA Web Site. On completion and acceptance of the report, the amount of retention monies withheld from the initial grant will be paid.
- b) If required, attend a meeting of the Foundation Trustees for a debriefing of the tour arrangements and findings.
- c) Be available for presentations as required, including to regional groups, during the year following the Award and, if required, provide a presentation to a State or National Conference of IPWEA.
- d) If required prepare an article on the tour for the IPWEA Public Works Engineering journal with appropriate photographs and illustrations.

## **Retention Monies**

Retention of 20% of the Grant (or greater % as required by the State Foundation) will be withheld pending the return of the Awardee and the completion of all obligations. However the recipient will be responsible for pre-paying to the IPWEA National Office all airfare, accommodation, conference registration and ground transport costs booked and/or paid prior to departure.

## **APPLICATIONS for FOUNDATION GRANTS**

Enquiries for Foundation Grants should be made direct to the local IPWEA State Division in your State for availability of Grants and closing date details.

The minimum particulars to be contained in any application for a Foundation Grant should include:

- Full Name and Address
- Employer and current position
- Present responsibilities (brief description)
- Previous positions held (list with dates)
- Other information
- Membership of professional trade or other organisations
- Involvement in IPWEA activities at a local, state, or national level
- Community service and other activities outside regular occupation
- Details of previous overseas study experience and/or travel, if any
- Study Tour Theme (up to 300 words)
- Supporting information and objectives on special interest in participating in the 2012 Study Tour which has as its theme "Best Practice in Public Works"

**Applications for Foundation Grants should be addressed to the relevant participating State Foundation. Note: Check with the relevant State Division for any local Foundation conditions that may also apply.**

Applications to participate in the Study Tour on a privately funded basis can be directed to Ross Moody at the National Office of IPWEA.

## **Make Your Application Soon**

Please submit your application as soon as possible to obtain a place on the tour.

## **FURTHER INFORMATION**

Further information on the Study Tour can be obtained from Ross Moody on 0417 955 394, or e-mail [rmood@ipwea.org.au](mailto:rmood@ipwea.org.au) .

**Chris Champion**

Chief Executive Officer, IPWEA National Office

17<sup>th</sup> October 2012