



MELBOURNE AUSTRALIA  
6-10 SEPTEMBER 2009

## International Public Works Conference

Global challenges, local solutions  
Delivering for the next generation

IFME World Congress on  
Municipal Engineering



Institute of  
Public Works  
Engineering  
Australia



ENGINEERS  
AUSTRALIA



21 May 2009

George Stefanidis  
Moreland City Council  
90 Bell Street  
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Dear George

### 2009 INTERNATIONAL PUBLIC WORKS CONFERENCE, MELBOURNE

Thank you for the abstract submitted for the International Public Works Conference 2009 to be held in Melbourne. On behalf of the committee I am pleased to advise that your paper *Sustainable Long term Capital Planning and Life Cycle Costs* has been accepted.

The response to the call for abstracts was excellent with over 180 submissions to fill the 138 places available. 35% of the abstracts received were from overseas and there will be 45 international papers, almost double the number presented at the Cairns conference in 2007. Papers will be presented by speakers from 12 countries.

The 3 day conference will provide 138 papers in 6 concurrent streams (a 7th on day 3) plus 4 plenary sessions involving 4 Keynote speakers and an international panel looking at future issues facing public works.

The program committee requests that your final paper (and oral presentation) be prepared keeping in mind the conference theme: *"Global Challenges, Local Solutions: Delivering for the next generation"*.

A time of 20 minutes has been allotted for your paper plus 5 minutes introduction and 5 minutes questions. The date and time of your presentation will be advised in the near future.

Please note that all conference costs, including registration fees, must be met from your own resources. As a commitment to attend and support the conference, all speakers are expected to register, either for the full conference period or for the day of their presentation by the early bird close off date. Speakers are offered registration at the member rate. Registration is now open and the registration brochure and form, and online registration can be located on the conference website - [www.ipwea.org.au/melb09](http://www.ipwea.org.au/melb09).

#### Audio Visual Requirements

Please complete the form within this document indicating your audio visual equipment needs and if you give permission to post your PowerPoint presentation to the Conference website or use in other Conference materials. Return to the contact details listed on the form by **Friday 24 July 2009**.



ALL OCCASIONS  
MANAGEMENT

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Conference Organiser: All Occasions Management, 41 Anderson St, THEBARTON SA 5031  
Phone: +61 8 8125 2200 Fax: +61 8 8125 2233 Email: [ipwea@aomevents.com](mailto:ipwea@aomevents.com)

## Paper

The presented papers are to be published as proceedings on CD-ROM and made available to all delegates. All speakers are required to provide their papers for this publication. Enclosed is a copy of our *Guidelines for Authors* to assist you with the preparation of your final paper.

**The deadline for the submission of your final paper is Friday 5 June 2009. However given that your invitation to submit an abstract is only recent this deadline is flexible for you.**

In the interests of uniformity we ask you to follow the directions for presentation and mail your CD (or e-mail if less than 4MB) the final paper by the due date.

**Please do not fax or mail a hard copy of the paper.** Papers will not be edited or reformatted. Please therefore closely follow the instructions supplied in the Guidelines for Authors.

## Power Point Presentation

We strongly encourage you to show a PowerPoint presentation. Overhead projection will only be used as a back-up should the PowerPoint presentation facilities fail. Please your PowerPoint presentation by email by **Monday 17 August 2009**. This copy will then be sent to the AV technician for preparation of your session. If your presentation is large or contain many graphics (over 4MG), it would be appreciated if a CD Rom could be sent prior. If you are unable to email or send your presentation prior, please bring with you on a CD or USB stick (its is suggested that you bring a back up copy on either of these formats regardless).

If you intend to use a PowerPoint presentation, please observe the following guidelines:

- Use as a minimum Microsoft PowerPoint 97 to avoid potential conversion problems.
- Minimum size font 18 point.
- No more than 5 dot points per slide.
- Avoid colours that are hard to read such as brown, yellow and white print on light backgrounds or extreme contrasts.

If at any stage, you are unable to present at the conference would you please advise All Occasions Management by email to [ipwea@aomevents.com](mailto:ipwea@aomevents.com) or in writing as soon as possible.

Approximately a month prior to the Conference you will be sent Speaker's Guidelines with further information to assist your presentation such as the use and location of the Speaker's Support Centre, and any updates in regards to your session.

We appreciate your effort in preparing the abstract and look forward to receiving your paper. Should you have any questions please do not hesitate to contact staff at All Occasions Management on [ipwea@aomevents.com](mailto:ipwea@aomevents.com) or +61 8 8125 2200.

Yours sincerely



Ross Moody  
Executive Officer  
IPWEA National





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### Speaker Audio Visual Equipment Request & Permission Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile: \_\_\_\_\_

**Please indicate the audio visual equipment required for your presentation.**

*A lectern or table (as appropriate) with microphone(s) and laptop will be provided for all sessions. A screen of appropriate ratio will also be provided.*

- Data projector (with computer interface)
- Video projector (VHS)
- DVD Player
- Whiteboard
- Flip chart
- Other \_\_\_\_\_

**Permission to Distribute Presentation Notes and/or PowerPoint Presentation and Contact Details**

I hereby permit the organisers (or their appointed agents) of the International Public Works Conference 2009 to distribute my Abstract, Paper and/or PowerPoint Presentation at, and following this Conference, which will be held at Melbourne Convention and Exhibition Centre, 6-10 September 2009.

I understand that my Abstract, Paper and/or PowerPoint Presentation will be made available by the organisers (or their appointed agents) during the Conference; and that other methods of distribution will be considered. Distribution of my presentation in no way infringes my rights for the material to be subsequently reproduced in printed, online or CD format.

I give permission for my contact details as above to be supplied to relevant parties such as the conference media liaison staff, MC and session Chairpersons.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**PLEASE FAX OR RETURN THE COMPLETED FORM BY 24 JULY 2009 TO:**



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