

# Summary of Capabilities

## CONFERENCES & SEMINAR ORGANISATION

### IMPACT ENVIRONMENTAL CONSULTING PTY LTD

2003



[www.impactenviro.com.au](http://www.impactenviro.com.au)

# About Our Company

Impact Environmental Consulting Pty Ltd (IEC) has been operating since 1997, with offices in Sydney and Port Macquarie.

IEC has four key focus areas:

- Waste Management
- Energy Efficiency & Greenhouse Gas Abatement
- Environmental Management
- Conference and Seminars Organisation

The company has two Directors, Greg Freeman and Fil Cerone. Both Greg and Fil bring an immense amount of experience to the above fields through their 30 years combined experience in government and their five years consulting. Greg and Fil have also undertaken extensive study in the Environmental Health and Management fields. Between them, they have successfully managed over 20 large and small scale conferences and seminars over the past 5 years.



# CONFERENCES & SEMINARS

## Our Main Focuses

IEC specialises in the following areas:

- Preparation of **conference and seminar bids** to all levels of government and the private sector;
- Ensuring an event is financially viable by undertaking a **cost benefit analysis** in the initial planning phases of the event;
- **Flexibility** in adapting to various environmental themes (including use of organic foods in conference menus, use of environmentally friendly materials and conference locations);
- Development and distribution of **expressions of interest** forms for potential delegates, sponsors and speakers;
- Implement and manage the **committee processes** associated with the conference and seminar development (including co-ordination of meetings, minutes, actions arising etc);
- Development of draft programs catering for **educational, social and business** interests;
- **Full management of the actual event** (including registration, conference satchels, trade displays, facilitation, accommodation, conference packaging and social activities)
- Preparation, collation and assessment of **post conference evaluation questionnaires**;



# Our Approach

Running conferences and seminars is a significant business for Impact Environmental Consulting (IEC). The business arm established to achieve this is Impact Environmental Conferences.

Some of the recent conferences organised by IEC include:

- Waste 97, 99, 2001 & 2002 National Conferences at Coffs Harbour, NSW. This conference is now a recognized national event attracting over 350 delegates over the course of three days.
- SEDA Regional Sustainability Seminars 2001 & 2002 in Wollongong, Port Stephens, Dubbo, Griffith, Blue Mountains & Coffs Harbour. These one day seminars aimed at the delivery of broader environmental and sustainability messages have attracted over 100 delegates on average.
- State of the Environment 2000 - Coffs Harbour. This was the first national event of its type that sought to bring together the people who prepare or contribute to the reporting process and included community groups, decision makers, educators, politicians and those involved in environmental management programs.
- Waste Educate Conferences 98, 00 & 2001 in Sydney, Melbourne & Brisbane. A continually evolving conference that brings together educational professionals involved in the waste management fields to share and disseminate information.

Some of our upcoming events include:

- Buying Green 2003 Conference & Expo 1-2 May Melbourne – first national event of its type that will showcase the purchasing power of recycled and environmentally friendly products.
- Regional Sustainability Seminars March & April 2003 – up to 5 NSW State Government agencies coming together to deliver updates and showcase best case examples of environmentally sustainable initiatives.



# Our Clients

Some of our recent conference and seminar clients include:

- **NSW Sustainable Energy Development Authority**
- **Coffs Harbour City Council**
- **Municipal Association of Victoria**
- **University of Western Sydney**
- **Resource NSW**
- **Environment Australia**

# Our Referees

## *Waste Conferences & Seminars*

Jeff Green – Manager Environmental Services  
Coffs Harbour City Council  
Ph: 02 6648 4670      Email: [jeff.green@chcc.nsw.gov.au](mailto:jeff.green@chcc.nsw.gov.au)

## *Sustainability Seminars*

Mark Fogarty – Executive Director  
NSW Sustainable Energy Development Authority  
Ph: 02 9249 6100      Email: [mfogarty@seda.nsw.gov.au](mailto:mfogarty@seda.nsw.gov.au)

## *Educational Conferences*

Paula Harrison – Manager Waste Education  
JJ Richards Pty Ltd  
Ph: 07 Email:

## *Others*

Adrienne Stephens  
Executive Officer - Municipal Association of Victoria  
Ph 03 9667 5561      Email: [astephens@mav.asn.au](mailto:astephens@mav.asn.au)

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