

amb

**MEETING
& EVENT
FACILITIES**

OVERVIEW

ARRB is the National Transport Research Organisation and the leading provider of Australia's road and transport research, helping our nation build towards a connected mobility future.

Our first class National Transport Research Centre in Port Melbourne boasts a variety of different sized rooms equipped with cutting-edge technology suitable for our events and meetings. All you need to do is bring your own device, plug in & focus on what you do best.

CUSTOMER SUPPORT

A big part of our service offering is our commitment to understanding your needs. Your customer support coordinator will look after your training needs from sourcing additional training equipment to catering. ARRB's in-house IT technicians support each technical element ready for your training event.

CATERING & REFRESHMENTS

You are welcome to organise your own catering, or we can organise catering on your behalf. We provide a choice of healthy and delicious catering packages, and if you are running a multi-day training course your team will have plenty of variety across their training days.

The state-of-the-art facilities and meeting rooms are available for break out meetings, events & company off-sites. We have created next generation spaces tailored to half day and full day events or meetings.

As part of our commitment to knowledge transfer, ARRB is making its next generation facilities available for external organisations to utilise. Get in touch with the ARRB Meeting & Event Facilities Team to arrange a tour or book a space.

FACILITIES & SUPPORT

We are committed to offering customised solutions that give you the space, services, equipment and access you need to make your meetings and events a success. All our rooms have wheelchair access except our Innovation Labs 1 & 2.

ACCOMMODATION & ACCESSIBILITY

We are located in Port Melbourne 4km from Melbourne CBD with neighbouring areas such as South Wharf and Docklands providing dozens of hotels, apartments, restaurants and other facilities. There are buses which connect to our closest station, Southern Cross. Parking on-site is available but is limited and will need to be discussed with our event coordinators.

ICON KEY



Cabaret



Theatre



Classroom



U-shape



Board Room



Wheelchair Access



Hearing Assist



Catering an additional cost



Free WiFi



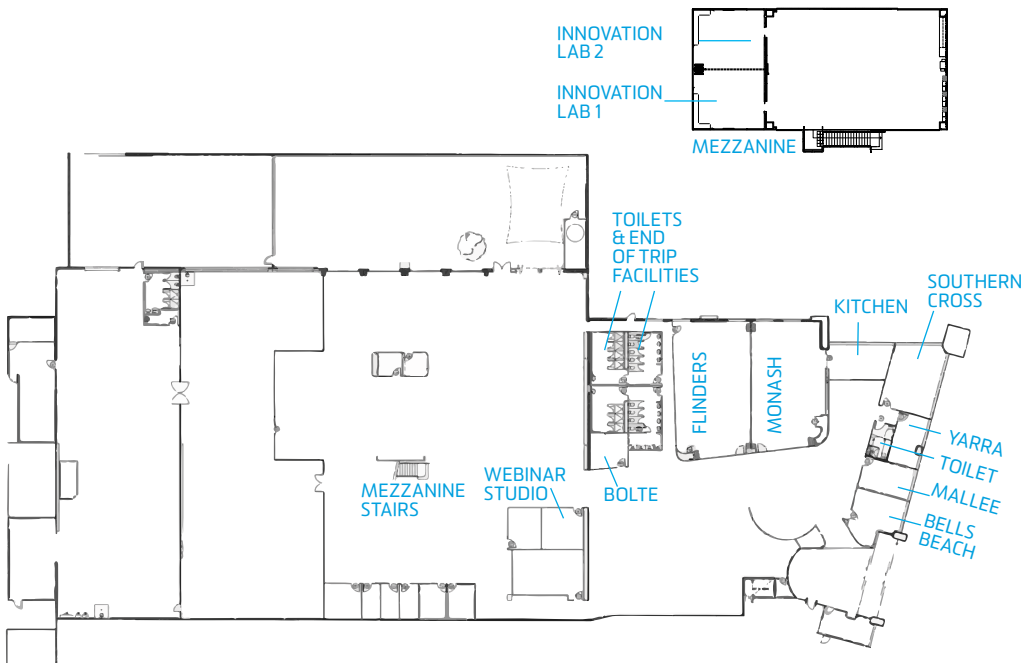
Available Mon - Fri

Function space

Max capacity



Function space	4x4 Grid	U-Shape	7x4 Grid	Circular	2x4 Grid
Flinders	24	22	70	42	N/A
Monash	24	18	50	36	N/A
Auditorium - Flinders + Monash	40	32	140	80	N/A
Southern Cross	N/A	N/A	N/A	N/A	14
Yarra	N/A	N/A	N/A	N/A	10
Mallee	N/A	N/A	N/A	N/A	10
Bells Beach	N/A	N/A	N/A	N/A	10
Bolte	N/A	N/A	N/A	N/A	8
Innovation Lab 1	12	10	N/A	N/A	12
Innovation Lab 2	12	N/A	N/A	N/A	12
Innovation Lab 1 & 2	24	20	N/A	N/A	24
Webinar Studio (4 people)	N/A	N/A	N/A	N/A	N/A



FLINDERS



A seminar room fitted with two projectors, perfect for workshops and seminars or presentations.

SUMMARY

- Capacity: Up to 70 people
- Function: Seminar, Workshop or Presentation
- Features: 2 Projectors for Video-conferencing with tracking camera
- Wireless & HDMI content sharing
- Dimensions: 15.03 x 8.17m
- Limited parking for events

A seminar room fitted with two projectors, allowing for dual screen presentation or as a presentation screen and content sharing screen. Video conferencing capabilities via Pexip or Skype for Business. Content sharing with both wireless and HDMI capabilities available.



MONASH



A seminar room fitted with a projector, video conferencing and content sharing capabilities.

Seminar room fitted with a projector (PD Projector), live streaming service, active speaker, tracking camera and content sharing through either wireless or HDMI cables

SUMMARY

- Capacity: Up to 50 people
- Function: Seminar, Workshop or Presentation
- Video recording & live web streaming capability
- Wireless & HDMI content sharing
- Dimensions: 13.94 x 8.15m
- Limited parking for events



FLINDERS + MONASH AUDITORIUM

ENERGY
AND PASSION
TECHNOLOGY

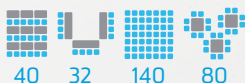
TRANSFORM
COLLABORATION

A large auditorium fitted with three projectors, video conferencing and content sharing capabilities. This option allows for enormous flexibility and is ideal for larger workshops and seminars/presentations.

SUMMARY

- Capacity: Up to 140 people
- Function: Workshop or seminar
- Features: 3 Presentation Projectors, Video-conferencing,
- Wireless & HDMI content sharing
- Dimensions: 15.03 x 16.51m
- Limited parking for events

SEATING OPTIONS



SOUTHERN CROSS



SEATING
OPTIONS



A large corner-boardroom style meeting room with state of the art technology.

SUMMARY

- Capacity: 14 people
- Function: Meeting Room
- Features: 65" TV Screen
- Video conferencing via Pexip or Skype for Business with active speaker and tracking camera
- Wireless & HDMI content sharing
- Dimensions: 8.06 x 5.79m

A large and private board room, with amazing natural lighting from numerous windows and easy access to a small kitchenette.

An ideal space for boardroom style meetings, with the capacity to comfortably fit 14 people.



YARRA



A very private and intimate meeting room, perfect for small groups to collaborate.

SUMMARY

- Capacity: 8 - 10 people
- Function: Meeting Room
- Features: 65" TV Screen
- Video-conferencing
- Wireless & HDMI content sharing
- Dimensions: 5.58 x 3.38m

A private meeting room, with the opportunity for natural lighting, thanks to the large windows and with easy access to a small kitchenette.

Outfitted with a 65" TV screen and with video conferencing capabilities via Polycom and content sharing through either Wi-Fi or HDMI cables.



MALLEE



With matching capabilities to the Yarra meeting room, the Mallee room has the same tech and facilities.

SUMMARY

- Capacity: 10 people
- Function: Meeting Room
- Features: 65" TV Screen
- Video-conferencing
- Wireless & HDMI content sharing
- Dimensions: 3.53 x 5.78m

A private meeting room, with the opportunity for natural lighting, thanks to the large windows and with easy access to a small kitchenette.

Outfitted with a 65" TV screen and with video conferencing capabilities via Polycom and content sharing through either wifi or HDMI cables.



BELLS BEACH



A meeting room at the front of the office with easy access and 55" Microsoft Hub.

SUMMARY

- Capacity: 10 people
- Function: Meeting Room
- Features: 55" Microsoft Hub with digital whiteboard shareable via Skype for Business
- Video conferencing with active speaker and tracking camera
- Wireless & HDMI content sharing
- Whiteboard Wall
- Dimensions: 5.88 x 5.77m

A meeting room outfitted with a 55" Microsoft Hub with video-conferencing via Skype for business and content sharing with both wireless and HDMI capabilities available.

An ideal space for meetings and brainstorming. The room is even out-fitted with a whiteboard wall for optimum collaboration!



BOLTE



SEATING
OPTIONS



8

A meeting room with state-of-the-art technology and floor to ceiling glass. Centrally located with access to cafe, webinar room and end of trip facilities.

SUMMARY

- Capacity: 8 people
- Function: Meeting Room
- Features: 55 " TV Screen
- Video-conferencing
- Wireless content sharing
- Dimensions: 4.03 x 6.34m

Outfitted with a 55 " TV screen, this space is set up for smaller groups and has state of the art technology.

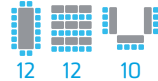
This meeting room is ideal for smaller groups to do intense sessions of collaboration or for making video-conference calls through Polycom. The room also has wireless content sharing capabilities.



INNOVATION LAB 1 OR 2



SEATING OPTIONS



Specially designed innovation spaces with state-of-the-art technology, overlooking ARRБ’s ultra modern materials labs.

SUMMARY

- Capacity: Up to 12 people
- Function: Workshop or Seminar Room
- Features: 84” Microsoft Hub (Lab 1) or 79” TV Screen (Lab 2),
- Video-conferencing
- Wireless & HDMI content sharing.
- Dimensions: 11.54 x 7m

Located on the mezzanine level in the heart of ARRБ.

LAB 1

Outfitted with an 84” Microsoft Hub and with video conferencing capabilities via Skype for business as well as wireless and HDMI content sharing.

LAB 2

Sharing the same content sharing capabilities as Lab 1, video conferencing is instead via Polycom and there is a 79” TV Screen.



(COMBINED) INNOVATION LABS 1 & 2

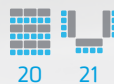


A large space designed to accommodate innovation and facilitate dynamic thinking with access to an 84" Microsoft Hub and 79" TV Screen. The space overlooks the ARRB labs, with HDMI or Wireless content sharing capabilities and access to both Polycom or Skype for Business video-conferencing technology.

SUMMARY

- Capacity: Up to 20 people
- Function: Workshop or Seminar
- Features: 84" Microsoft Hub
79" TV Screen
- Video-conferencing
- Wireless & HDMI content sharing
- Dimensions: 11.54 x 7m

SEATING OPTIONS



WEBINAR STUDIO



Deputy Prime Minister participating in a webinar with James Goodwin from ANCAP Safety Ratings

The ARRB webinar room is fully equipped with state of the art sound technology, including soundproofing, sound equipment, and webinar software for presenting and recording.

The ARRB webinar facilities are opposite our café with floor to ceiling windows. With capacity for four panellists plus moderator and an audience of up to 500 the webinar room is one of the best in the roads and transport industry with the added advantage of optional video recording due to the excellent lighting in the room.

SUMMARY

- Capacity: 4 people
- Function: Webinar
- Features: Sound proofing; Professional microphones;
- Webinar software which allows tracking of questions throughout and a detailed report following the webinar;
- Recording availability



ROOM PRICING

FUNCTION SPACE	HALF DAY	FULL DAY
Meeting Room (Bells Beach, Mallee, Yarra and Bolte)	\$300	\$500
Board Room (Southern Cross)	\$350	\$600
Innovation Lab*	\$350	\$600
Innovation Lab 1 & 2*	\$650	\$900
Flinders*	\$850	\$1,200
Monash*	\$850	\$1,200
Auditorium - Flinders+Monash*	\$1,000	\$1,700
Webinar Room** (standard)		\$950

ALL PRICES EXCLUDING GST

*LIMITED PARKING AVAILABLE

** STANDARD WEBINAR BOOKING: 45 - 60MINS WEBINAR WITH FACILITATOR AND INCLUDING 2 HOURS PRE AND POST SUPPORT/PREPARATION

ADDITIONAL EXTRAS	COST
CATERING	
Coffee & Tea	\$1.50 pp
Catering*	Price of order + 15% service fee
A.V.	
Recording of Event	\$290 half day, \$450 full day
Microphone (Hand held or Lapel Mic)	\$69
Laptop	\$140/day
I.T. Assistance	\$70/hour
EXTRAS	
Pens (Sets of 10)	\$5.00 each
Mints	\$13 per pack
A5 Notepads (Set of 10)	\$15

*CATERING - We can organise catering on your behalf. An additional service fee of 15% will be added on top of your catering bill. We use Elizabeth Andrews Catering and a menu will be provided upon request.



Please contact:

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ABOUT ARRB

Australian Road Research Board (ARRB) provides research, consulting and information services to the road and transport industry. ARRB applies research outcomes to develop equipment that collects road and traffic information and software that assists with decision making across road networks. ARRB is the leading provider of road research and best practice workshops in Australia. ARRB Group Ltd | ABN 68 004 620 651

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