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**The 6th Meeting of the APT Conference Preparatory Group for WRC-23 (APG23-6)**

14 – 19 August 2023, Brisbane, Australia

**INFORMATION FOR PARTICIPANTS**

The 6th Meeting of the APT Conference Preparatory Group for WRC-23 (APG23-6) will be held from 14 to 19 August 2023 at the Sofitel Hotel, Brisbane, Australia.

The meeting will be organised by the Asia-Pacific Telecommunity (APT) and hosted by the Australian Department of Infrastructure, Transport, Regional Development, Communications and the Arts (DITRDCA). APG23-6 encourages both physical attendance and/ or virtual/online participation through the Zoommeeting platform.

APG23-6 will be the final APG meeting for the World Radiocommunication Conference 2023 (WRC-23) cycle, focusing on drafting the Preliminary APT Common Proposals (PACPs) for WRC-23 agenda items as well as on RA-23 related issues.

This document has been prepared to provide practical assistance to APG23-6 participants, sharing up to date information needed to make travel and accommodation arrangements for Brisbane.

Please note that neither the APT nor DITRDCA are affiliated with or promoting any of the businesses identified in this document.



**VENUE AND CONFERENCE INFORMATION**

APG23-6 will be held at Sofitel Brisbane Central, Brisbane, Queensland Australia.



The contact details for the venue are as follows:

**Sofitel Brisbane Central**

Address: 249 Turbot St, Brisbane City, QLD 4000

Phone: +61 7 3835 3535

Website: <https://www.sofitelbrisbane.com.au/>

**Participation:**

All APT Members, Associate Members, Affiliate Members, International/Regional Organisations, and eligible Non-Members can participate in the conference by registering online through the APT website.

Administrations of Members, Associate Members and International/Regional Organisations should send their official list of delegation for APG23-6. This list should provide a nominated Head of Delegation (HoD), and an Alternate/Deputy HoD. If an APT Affiliate Member is included in a national delegation, please clearly mention this in the list of delegation.

Non-members cannot attend the meeting. Non-member participants, in a national delegation are only allowed once their names are included in the official list of delegation. Non-member participation from the host country, Australia, is only permitted in an observational capacity if they are approved by the DITRDCA.

Hybrid participation is enabled throughZoom**.** All participants will need to join the virtual meeting and will need to use headphones (supply own) using a link provided.

**Registration:**

Participants must register to attend APG23-6. Delegates can register their attendance online at [this webpage](https://www.apt.int/content/online-registration). To register, login using your APT username and password.

Please indicate clearly whether attending physically or virtually, flight details, hotel arrangements and dietary requirements. Please note that the number of physical attendees may influence preparations for the meeting venue and other arrangements. Those who are planning to attend physically, please confirm your participation by registering online by **14 July 2023** this will provide the local host team advance notice of attendee numbers. **Please be mindful that any registration after this date may not be accepted.**

**Meeting Website, Documentation and Submission of Documents:**

Information about APG23-6, and provisional meeting documents, will be available on the APT website [here](https://www.apt.int/2023-APG23-6). To access the meeting documents, use the login details provided by the APT.

Contributions for the meeting from APT Members, Associate Members, Affiliate Members and International/Regional Organisations are welcome. Please refer to ‘***Information for submitting contributions to APG23-6***’, embedded here, for a detailed process on submitting a contribution.



Please use the document templates contained within the ‘Information for submitting contributions to APG23-6’ for completing a contribution. Contributions will be posted on the APT website prior to the start of APG23-6. All electronic copies of meeting documents will be available online.

**Last date of receipt of your contributions by the APT Secretariat is 7 August 2023. To submit contributions and any information on the documentation, please contact at** **aptapg@apt.int****.**

**APG23-6 COVID-19 Safety Measures:**

The Sofitel Hotel has a comprehensive COVID-19 safe plan with elevated hygiene and prevention measures to ensure the safety of guests. Face masks can be collected at the registration desk. Hand sanitiser stations are located throughout the venue. The Queensland Government also provides a comprehensive website if further information is needed. [COVID-19 in Queensland | Health and wellbeing | Queensland Government (www.qld.gov.au)](https://www.qld.gov.au/health/conditions/health-alerts/coronavirus-covid-19)

**BEFORE TRAVELLING TO BRISBANE CHECKLIST**

**Visas:**

Anyone who is not an Australian citizen will need a valid Australian visa to enter the country. The visa needed may depend on the country of departure. Please refer to the [Australian Department of Home Affairs](https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/visit) website to determine which visa is needed, and apply online. Given that visa requirements can change over time, please confirm that visas are up to date prior to departure. Early submission of visa applications is recommended.

Visa application forms are available on the Department of Home Affairs’ website and applications can be lodged online. Details about how to apply are included in the information about the particular visa you wish to apply for. A list of visas is available on the [website](https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/visit). You may be required to provide business visitor documents to support your application.In case of any question on the visa related issue please contact host secretariat (email: WRC@Communications.gov.au)

**Travelling and COVID-19 Restrictions:**

Please check the latest Australian Government updates on [COVID-19 border restrictions](https://www.australia.gov.au/international-travel) before travelling to Australia. Border restrictions and entry requirements may differ depending on the country of departure. Be sure to double check border restrictions shortly before travelling as a COVID-19 test 48 hours prior to arrival may need to be undertaken.

**Clearing Australian Customs:**

Australia has strict quarantine regulations that restrict what travellers can and cannot bring into the country. All travellers to Australia will receive an [Incoming Passenger Card](https://www.abf.gov.au/entering-and-leaving-australia/crossing-the-border/at-the-border/incoming-passenger-card-%28ipc%29), which identifies and records a person’s entry into Australia, and is used to declare items for customs and quarantine inspection.

A non-exhaustive guide to what travellers must declare, or cannot bring into Australia, can be found on the [Australian Border Force website](https://www.abf.gov.au/entering-and-leaving-australia/can-you-bring-it-in/list-of-items). It is crucial that a declaration is complete and truthful. Making a false or misleading declaration can result in severe consequences, including being refused entry into Australia. If unsure whether an item can be brought into Australia, declare it anyway and a Biosecurity Officer will assess the item. Items that are deemed prohibited may be seized and destroyed.

Travellers may also need to declare any medicines, including herbal and traditional medicines, and medical devices that are brought into Australia. More information about bringing medicines into Australia can be found at [Australian Border Force](https://www.abf.gov.au/entering-and-leaving-australia/can-you-bring-it-in/categories/medicines-and-substances).

**Travel Insurance and Healthcare:**

International travellers may be liable for healthcare costs in Australia. The APT and the DITRDCA are not responsible for the cost of insurance, any medical expenses or other expenses for participants. Travellers should arrange insurance and medical coverage before departing for Australia. See a doctor or a travel clinic to have a health check-up, prior to travelling checking if travel plans may affect health and plan any required vaccinations.

**Credit Cards and Currency:**

All major credit cards are accepted in Brisbane. Australian dollars is the local currency [Exchange Rates | RBA](https://www.rba.gov.au/statistics/frequency/exchange-rates.html).

**ARRANGING TRAVEL**

**Flights to Brisbane:**

Brisbane International Airport (IATA code BNE) is the international airport that serves Brisbane. BNE receives direct international flights from several APT Member countries within ITU Region 3. Flights can be booked directly using the website of the airline of choice, a flight comparison tool, or via a government travel provider.

**Lost Luggage:**

In the event that luggage has been lost or damaged, contact the airline directly. A list of contact information is [here](https://www.bne.com.au/passenger/flights/airline-contacts).

**ACCOMODATION**

APG23-6 participants can book accommodation at the Sofitel Hotel that has offered fixed, discounted rates for the duration of APG23-6. All accommodation rates quoted are tax-inclusive.

APG23-6 participants are free to choose an alternative hotel based on its proximity to the APG23-6 venue, its price, or any nearby restaurants or attractions.

**Option 1 (guaranteed rate)**

* **Sofitel Brisbane Central**

The event venue, Sofitel Brisbane Central, is also a hotel. Rooms will be allocated on a first come, first served basis. To take advantage of the special rate listed below, please make a reservation at the earliest possible date, no later than 16 July 2023. **Due to limited room availability, reservations and access to the special rates cannot be guaranteed after this date.**

Address: 249 Turbot St, Brisbane City, QLD 4000

Phone: +61 7 3835 3535

Email: h5992@sofitel.com

Website: <https://www.sofitelbrisbane.com.au/>

**Room booking link**: <https://www.idem.events/r/apg23-6-dad6d1e5>

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| **Sofitel Brisbane Central rates for APG23-6** |
| **Room type** | **Rate/night** | **Deadline of reservation** |
| Superior King | AUD 265 | 16 July 2023 |

* Check in time is from 14:00 on the day of arrival. Check out time is 11:00 on the day of departure.
* The Sofitel has various restaurants located on-site. These have limited capacity, please consider making a booking if intending to dine in house. More information about the restaurants, and means of booking, can be found [here](https://www.sofitelbrisbane.com.au/dining).
* Breakfast is available for an extra charge of AUD 30 per person, per day. Breakfast can be purchased at the restaurant daily.
* The above rates are based on single/double occupancy.
* The above rates will apply 3 days before and after APG23-6 for delegates wishing to extend their stay, subject to availability.
* Free Wi-Fi is available in all rooms.

**Option 2 (rate not confirmed, please contact hotel for final rate)**

* **Adina Apartment Hotel**

Centrally located and close to the Sofitel, the Adina apartment hotel offers heritage architecture with modern features. Studio rooms, one- and two-bedroom accommodation plus options with a fully equipped kitchen provides the convenience of home.

Address: 255 Ann Street Brisbane QLD 4000

Phone: +61 7 300019888

Website: [Adina Apartment Hotel Brisbane Anzac Square | Best Rate Guaranteed (adinahotels.com)](https://www.adinahotels.com/en/apartments/brisbane-anzac-square/?utm_source=googleplaces&utm_medium=organic&utm_campaign=googleplaces&utm_content=adina-brisbane-anzac-square)

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| **Room type** | **Rate/night** |
| Studio | AUD 276 |
| One bedroom  | AUD 300 |
| Two bedrooms  | AUD 550 |

**Option 3 (rate not confirmed, please contact hotel for final rate)**

* **Mantra Terrace Brisbane**

Offering an array of stylish rooms, easy walking distance to the city and Spring Hill and in-house dining.

Address:52 Astor Terrace Spring Hill QLD 4000

Phone: +61 7 3009 3400

Email: terrace.res@mantra.com.au

Website: [Mantra Terrace Brisbane - ALL (accor.com)](https://all.accor.com/hotel/B3R3/index.en.shtml?dateIn=2023-08-13&nights=1&compositions=1&stayplus=false&snu=false#origin=accor)

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| **Room type** | **Rate/night** |
| Single  | AUD 227 |
| Hotel Deluxe  | AUD 245 |
| Studio Suite  | AUD 318 |

* Breakfast is available for an extra charge of AUD 30 per person, per day.

**Option 4 (rate not confirmed, please contact hotel for final rate)**

* **Ibis Hotel**

Featuring uninterrupted views of Brisbane River, the rooms are designed to provide a spacious accommodation.

Address:40 Elizabeth Street Brisbane QLD 4000

Phone: +61 7 3337 9000

Email: H8835@accor.com

Website: [ibis Styles Brisbane Elizabeth Street - AccorHotels - ALL](https://all.accor.com/hotel/8835/index.en.shtml?utm_campaign=seo+maps&utm_medium=seo+maps&utm_source=google+Maps)

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| **Room type** | **Rate/night** |
| Single  | AUD 165 |
| Hotel Deluxe  | AUD 204 |

**GETTING AROUND BRISBANE**

**Transportation from the Airport to the Venue:**

There are multiple means of transport for getting from Brisbane Airport to the venue.

The following transportation options are available to APG23-6 delegates:

**Taxis:** a taxi rank is adjacent to the domestic and international terminals. Brisbane has two taxi companies: [13cabs](https://www.13cabs.com.au/) and [Black & White Cabs](https://www.blackandwhitecabs.com.au/). Plus, Uber availability.

**Shuttle Service:**

Conxion Airport Transfers offers shuttle buses from Brisbane Airport to hotels. A one-way trip is AUD 25 and can be booked online at [Brisbane Airport Transfers & Shuttle Bus | (con-x-ion.com)](https://www.con-x-ion.com/services/brisbane-airport-transfers#cxn)

**Limousine Hire:**

Hughes Limousines provides airport transfers from Brisbane Airport to all major hotels. To make a booking click on the following link [Hughes | Online Booking](https://clients.hughes.com.au/TransElite.ClientPortal/webbooking/new)

**PRACTICAL INFORMATION**

**Tourist Information:**

Brisbane is the capital city of Queensland, and is the third largest city in Australia. Brisbane has grown into a metropolis that combines laidback charm and urban energy, and offers no shortage of recreational tourist attractions. Information about current attractions in Brisbane can be found [here](https://www.visitbrisbane.com.au/). Many points of interest within Brisbane City can be easily reached via public transport.

Brisbane Central Station is served by trains travelling to and from South Brisbane and South Bank, which together form a lifestyle, cultural and social hub that offers entertainment and places to eat. Contactless card and smart device payments have recently been implemented for all South East Queensland rail services.

Brisbane City Council operates a free bus loop services that stop at attractions such as the Botanic Gardens, Queen Street Mall, City Hall and Eagle Street Pier. More information on these loop services can be found [here](https://www.brisbane.qld.gov.au/traffic-and-transport/public-transport/buses/city-centre-free-loops).

Please be aware that public transport services in Brisbane are currently cashless. Plan travel using a [journey planner](https://jp.translink.com.au/plan-your-journey/journey-planner). More information on using public transport in Brisbane is available [here](https://translink.com.au/travel-with-us/using-public-transport).

**Weather and Climate:**

August is a winter month in Australia. In August 2022, Brisbane’s temperature ranged between 10.9 OC and 22.4 OC on average, but daily temperatures varied considerably. The lowest temperatures ranged between 6.0 OC – 16 OC, and highest temperatures ranged between 16.9 OC – 28.1 OC. Brisbane experienced an average of 0.6mm daily rainfall in August 2022, with some days recording 4 – 5mm of rainfall. Brisbane’s weather forecast can be found [here](http://www.bom.gov.au/places/qld/brisbane/).

APG23-6 participants should consider whether they would find Brisbane’s winter weather comfortable and pack warm clothing accordingly. Cool winds may make temperatures seem colder than they actually are. Although Brisbane experiences generally low rainfall in winter, packing a raincoat regardless is a safe choice.

Australia has some of the highest levels of ultraviolet radiation (UV) in the world. UV levels remain dangerously high in Brisbane, even during winter, and can cause skin damage quickly. Accordingly, it is best to stay out of the sun as much as possible, even during the peak UV hours of 9:00am – 3:00pm. Travellers can protect themselves from UV exposure by covering their skin with clothing or a hat, using sunscreen, and seeking shade where possible.

**Time Zone:**

The time zone in Brisbane is GMT +10.

**Wireless Internet Access:**

Wi-Fi internet access will be available within Sofitel Brisbane Central during APG23-6. Participants can connect to the Wi-Fi using their own laptop computers, tablets and mobile phones. Kindly note that computers will not be provided to participants.

Mobile broadband coverage in Brisbane is abundant. Traveller SIM cards are available for purchase at Brisbane Airport’s international and domestic terminals. Participants travelling from overseas may have access to international roaming while in Brisbane.

**Electricity:**

Supply voltage in Australia is 220-240V, 50 Hz.

**Emergencies:**

In an emergency, dial 000 for police, fire and ambulance services. More information on emergency services can be found [here](https://www.qld.gov.au/emergency/emergencies-services/assistance). A map of police stations in inner Brisbane can be found [here](https://www.police.qld.gov.au/stations?field_location_lat=-27.4656282&field_location_lon=153.0260694). Embassy or Consulates in Australia, can be contacted for assistance.

**Healthcare in Brisbane:**

A map of hospitals in inner Brisbane can be found [here](https://www.healthdirect.gov.au/australian-health-services/results/brisbane_city-4000/tihcs-aht-11440/hospitals?undefined&pageIndex=1&tab=SITE_VISIT). A map of Doctors can be found [here](https://www.healthdirect.gov.au/australian-health-services/results/brisbane_city-4000/tihcs-aht-11222/general-practice?undefined=&pageIndex=1&tab=SITE_VISIT). The closest pharmacy to the Sofitel is [Priceline Pharmacy Anzac Square](https://www.priceline.com.au/store-locator/priceline-pharmacy-anzac-square).

**Business Trading Hours**

Brisbane retailers generally operate between 09:00 and 17:00. Exact business hours may differ between businesses, please check online. Most Brisbane retailers close later on Friday. More information about the business hours of Brisbane City’s larger retailers can be found [here](https://www.visitbrisbane.com.au/the-city/visitor-information/trading-hours?sc_lang=en-au). Most restaurants and eateries are open until later in the evening.

**CONTACT INFORMATION**

**APT Secretariat**

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**Host Secretariat (Australia)**

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