

WORKING GROUP SUSTAINABLE CONSTRUCTION METHODS AND TECHNIQUES

AGENDA OF THE FOURTH AND LAST MEETING

**SHERATON FOUR POINTS HOTEL – 15 RUE PAUL SPAAK(*)
BRUSSELS**

12 September 2003, from 10.30 until 17.30

- 1.0 Welcome to all participants;
- 2.0 Brief introduction of new participants, if appropriate;
- 3.0 Approval of the Minutes of the third meeting (short version - circulated);
- 4.0 The main focus of this meeting will be the review of the content of the Interim Report and the preparation of the draft final report;
- 5.0 Discussion of all contributions not yet included in the interim report aiming at reaching a consensus on the content;
- 6.0 Discussion of the examples from the EU MS to be used to illustrating the report and who will supply them, and time table;
- 7.0 Discussion of necessary activities / tasks to cover the remaining areas of the report to the appropriate depth;
- 8.0 Distribution of tasks – who does what when – which will result in the further detailed work plan including precise time table and procedure for written comments on the final draft;
- 9.0 Specific points to raise at the Urban Environment Expert Group meeting, on 17th September (DG ENV);
- 10.0 Perspectives for follow-up activities;
- 11.0 Any other business (to be submitted in writing before the meeting);
- 12.0 Thank you to everyone for their contributions;

(*) Exceptionally, the ACE premises are not available on that date. The Four Points hotel, which is where some of the SCMT experts not based in Brussels are accommodated, is located within 3 minutes walking distance from the ACE office.