

## **WORKING GROUP SUSTAINABLE CONSTRUCTION METHODS AND TECHNIQUES**

### **AGENDA OF THE FIRST MEETING**

**BRUSSELS 2003/01/23 from 10.00 until 17.30**

- 1.0 Welcome to all participants, short introduction of the Working Group's theme and task; (5 min) (Livia Tirone, Chair)
- 2.0 First tour de table – everyone is expected to introduce themselves (max 2 min): name, professional background, personal field of expertise, (30 min)
- 3.0 Presentation and agreement of Terms of Reference (15 min)
- 4.0 DG ENV introduction on Urban Thematic Strategy, expected outputs and timetable; (20 min)
- 5.0 Second tour de table – everyone is expected to talk for max. 3 min on the potential of the theme as they see it from their own background and sector and on how they see their contribution to achieve the objectives of the working group; (about 1 hour)
- 6.0 "State of the art" in the field under study (30 min)
- 7.0 If any specific presentation by one or two experts, it takes place here; (20 min)
- 8.0 Summing up on directions and scope of the work (how far do we go) resulting from second tour de table; (15 min)
- 9.0 Discussion on content, scope, methodology of work, action plan and timetable; (1 hour 1/2)
- 10.0 Deliverables for inception report; (15 min)
- 11.0 Summing up on what needs to be achieved in the next phase, distribution of tasks; (30 min)
- 12.0 Communication and circulation of documents (CIRCA); (15 min)
- 13.0 Dates for future meetings. (5 min)
- 14.0 Any other business