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Project SustEn

15th – 16th November 2010

STEERING COMMITTEE

TOWN COUNCIL OF PALMA AND FUEIB

AGENDA

**Centro Social Flassaders (Flassaders Community Center)
Ferreria Street, 10
Palma (Balearic Islands)
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Working language: English

Monday, November 15th 2010 (09:30h-14:15h)

Tuesday, November 16th 2010 (10:00h-14:30h)

MONDAY NOVEMBER 15th 2010

PLACE: FLASSADERS' COMMUNITY CENTER (CONFERENCE HALL, 2nd Floor)

STEERING COMMITTEE'S AGENDA

9:30h-10:00h	Welcome of the assistants by the Town Council of Palma and the Fundació Universitat-Empresa de les Illes Balears (FUEIB).
10:00h-10:15h	Welcome by the Lady Mayoress of Palma, Ms. Aina Calvo Sastre, in name of the Town Council of Palma authorities and FUEIB.
10:15h-10:45h	Exposition of the activities of the Town Council of Palma on Sustainable Tourism. Conference "<i>Palma: Responsible Tourism</i>" by Pedro Oliver, Tourism Area Coordinator of IMTUR (Municipal Tourism Institute)
10:45h-11:00h	Short introduction of the SusTEN Mechanism Project by George Anastassopoulos of La.Re.T.Sa, leader partner of the project.
11:00h-11:15h	Presentation of a brief synthesis of the results of the Actions WP 3.1. (by La.Re.T. Sa); WP 3.2. (by BIC of Attica) and WP 3.3. (by Chamber of Commerce and Industry of Lyon).
11:15h-11:45h	Coffee-Break
11:45h-12:30h	Dissemination Issues (WP 1) <ul style="list-style-type: none">- Presentation of the Newsletter, the brochure and some press releases (WP 1.3. 1.4. and 1.7) by La.Re.T. Sa (11:45h-12:10h)- Proposal about the possible Design of a Folder, Notepad and Poster of the SusTen Mechanism Project (WP 1.4) by Province of Ragusa (12:10h-12:30h)
12:30h-13:00h	Financial and administrative issues (certification, time scheduling) by La. Re. T. Sa
13:00h-14:15h	Analysis of the Work Package 4 (I) <ul style="list-style-type: none">- Presentation of the Final Version of the "Sustainable Tourism Enterprise Standard" (WP 4.1.) by La. Re. T. Sa (13:00h-13:25h)- Presentation of the key points on the Design and Development of the "Sustainable Tourism Enterprise Integrated Management System" (WP 4.2.) by BIC of Attica (13:25h-13:50h).- Discussion on the methodology and timing between the partners.- Presentation of the "Sustainable Tourism Enterprise Certification System" profile by La. Re. T. Sa (WP 4.4) (13:50h-14:15h).- Partner's discussion time on methodology and timing issues.
14:15h	Final of the first day of the Steering Committee
14:30h-16:30h	Lunch
17:00h-19:00h	Guide to Palma's tourist area ("Palma Monumental"). Visit of Palma's Courtyards
20:30h	Dinner at Restaurant Es Baluard. Address: Plaça Porta Santa Catalina, 9, Palma

TUESDAY 16 NOVEMBER 2010

PLACE: FLASSADERS COMMUNITY CENTER (Conference Hall, 2nd Floor)

STEERING COMMITTEE'S AGENDA

10:00h-11:30h	Analysis of the Work Package 4 (II) <ul style="list-style-type: none">- Presentation of the Design of the System SusTEn-Net's (WP 4.7) by FUEIB (10:00h-10:45h)- Presentation of the profile of the SusTEN Management System's Supportive Tools (WP 4.3) by La. Re. T. Sa.- Methodology and timing of the sub-deliverables by FUEIB (Professional Curricula for Sustainable Tourism Enterprises); BIC of Attica (Guide: SusTEN Business Planning); and IRECOOP (Methodology for Diagnosing Needs on Professional Skills) (10:45h-11:30h)
11:30h-12:00h	Coffee-Break
12:00h-13:15h	Analysis of the Work Package 4 (III) <ul style="list-style-type: none">- Presentation of the draft of a Methodology for rational Strategic Planning and Policy Making in favour of Sustainable Tourism at the Regional Level (WP 4.5) by Province of Venice.- Discussion on the Methodology and timing between the partners (12:00h-12:20h)- Presentation of the profile of the Awareness Raising-Animation-Social Consultation Workshops in favour of the Sustainable Tourism Development in the Target Territories (WP 4.8) by Chamber of Commerce and Industry of Primorska.- Discussion of the possible methodology of the Workshops' Agenda between the partners (12:20h-12:40h)- Presentation of the profile of Training Seminars for Sustainable Tourism Experts (WP 4.9) La. Re. T. Sa and IRECOOP.- Discussion on the Methodology, Tools, Training Material and timing between the partners (12:40h-13:15h).
13:15h-13:30h	Organization of the Dissemination Actions by La. Re. T. Sa
13:30h-14:15h	Notes on the procedures to take place for the Work Package 5 by La. Re. T. Sa and BIC of Attica. <ul style="list-style-type: none">- Discussion of the Methodology of the WP 5.1. (Establishment and Commencement of Operation of the Sustainable Tourism Territorial Initiatives); WP 5.2. (Elaboration of Pilot Marketing Plans for the Sustainable Tourism Products of the Target Territories), and WP 5.3. (Design and Development of Composite Pilot "Sustainable Tourism Products' Packages" of the Target territories) between the partners.
14:15h-14:30h	Conclusion- Important Deadlines- Next Meeting
14:30h	Closure of the Steering Committee
14:30h-16:30h	Lunch