

AGENDA
Education for Sustainable Development Workshop
24 October 2005
Caboto Centre, 1055 Wilkes

Time	Item
0830 hr	Registration; Coffee
0900 hr	Introductions and Background <ul style="list-style-type: none">• Introduction by Steering Committee Co-chairs<ul style="list-style-type: none">○ Self-introductions around the room○ Description of how this meeting has come about○ Introduction of the facilitator• Explanation of objectives of the meeting• Agreement on the agenda• Confirm numbers and make-up of the Working Group (building on the work done on 19th September)
0945 hr	Sub-committee Structure and Terms of Reference <ul style="list-style-type: none">• Identify five possible sub-committees• Explain what the task of each would be• Suggest the possible make-up of the sub-committees• Obtain agreement to proceed with the suggested (or altered) structure
1030 hr	Refreshment Break
1045 hr	Discussions within Sectors or Interests <ul style="list-style-type: none">• Have multiple-member sectors or interests meet together• Facilitator guides single participant sectors or interests• In each case examine<ul style="list-style-type: none">○ What does this mean to us? What are the implications?○ Who else do we need to engage (within our sector)?○ How will we communicate within our sectors/interest areas? What is an acceptable protocol?
1145 hr	Establishing, tentatively, the Working Group and Sub-committees <ul style="list-style-type: none">• Through process of self-selection, primarily, identify the members of the Working Group• Through process of self-selection, primarily, identify the members of the sub-committees<ul style="list-style-type: none">○ First from those not on Working Group○ Then from those on Working Group
1215 hr	Lunch

1315 hr

Developing Sub-committee Workplans

- Participants meet in their sub-committees to consider:
 - Any membership gaps? Who else needs to be involved?
 - Where do we go from here (some “next steps” for the sub-committee, including next meeting date)?
 - What do we need from the Working Group and when (to help the WG in its planning)?

1445 hr

Refreshment Break

1500 hr

Plenary

- Reports from Sub-committees with questions and comments
- Adjourn for some participants

1550 hr

Preparing Next Steps for the Working Group

- After other participants have left, Working Group meets to identify their Chair and their meeting date and critical agenda items

1630 hr

Adjourn (for WG members)