

Hosting the 6th European Conference on Sustainable Cities and Towns

Call for interest

15 September 2007

This document serves as early information on the bidding procedure for the Sixth European Conference on Sustainable Cities and Towns. Cities interested in hosting the event are invited to express their interest in receiving bidding documents within the timeframe as indicated at the end of this document.

Framework

The European Sustainable Cities & Towns (ESCT) Campaign is opening a bidding process for the Sixth European Conference on Sustainable Cities and Towns. Cities in Europe, preferably members of ESCT Campaign member organisations, are invited to express their interest in hosting and funding this unique event which is tentatively planned for 2010.

The core event of a maximum 3 day duration leaves the possibility for pre-events and side-events.

The 6th European Conference on Sustainable Cities and Towns builds on the success and tradition of European local governments to meet, to exchange and to concretely commit to advancing sustainability in Europe and follows the series of conferences held in Aalborg 1994, Lisbon 1996, Hannover 2000, Aalborg 2004, and Sevilla 2007. These conferences mark milestones for the progress and achievements in local sustainability in Europe, made through the implementation of the Aalborg Charter and Aalborg Commitments.

Purpose and Character

The host of the 6th European Conference on Sustainable Cities and Towns will build on the commitment of European local governments to advance implementation of sustainable development policies. The purpose of the 6th European Conference on Sustainable Cities and Towns is to send a **high level political message** with the aim to position local governments as crucial actors in sustainable development and to promote the Aalborg Charter and the Aalborg Commitments. The conference is a platform for exchange of information, experience and best practice. Specific objectives need to be decided together with the ESCT Campaign preparatory committee, reflecting topical issues of the political debate that shall occur in the years from now until the date of the event.

Working towards carbon neutral events, ESCT conferences are organised in an environmentally and socially responsible way.

Roles and Cooperation

The ESCT Campaign partners lead the development of the Sixth European Conference on Sustainable Cities and Towns in close cooperation with the host city. Among the ESCT Campaign partners there is strong and valuable experience available that can be offered to the host city for conference planning and implementation.

Tasks and responsibilities will be shared between the ESCT Campaign partners and the host city. Logistical and programme support can be offered by ESCT Campaign partners. The ESCT campaign partners will form a preparatory committee that will design the approach, programme outline, and political agenda of the conference in cooperation with the host city.

The host city shall need to take responsibility to secure the financial framework including contributions from third parties, and to organise with appropriate administrative means the overall conference management, participant management, programme implementation, and local logistics. The host will need to clearly demonstrate in the bid its overall capacity including provision of a suitable venue which is well served by public transport, linguistic abilities, and organisational skills to deliver the conference in cooperation with the European sustainable cities and towns Campaign partners. The presence of cultural events and high level entertainment would be considered an added value.

Participants

The conference is likely to attract approximately 1000 participants, mainly from local governments, as well as regional governments, national and European institutions and agencies. Signatories of the Aalborg Charter and the Aalborg Commitments along with their partners will form the primary group of attendants.

The modalities of the conference participation fee will be agreed upon between the organising partners.

Programme

The final programme will be developed under the guidance of the ESCT conference preparatory committee. The latest political developments in the area of sustainability will be reflected in the design of the programme.

English will be the main language during the congress with simultaneous interpretation into 3 to 4 other languages for plenary sessions and at least one programme line during the entire conference.

Host role for securing budget

ESCT Campaign conferences can only take place with the generous support of the host city and often the host state and/or country. The host city should take responsibility for securing funding on their own efforts. Funding sources may include a variety of local, national and further funders and sponsors.

Timeline for the Bidding Procedure

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| 15 November 2007 | - Availability of Bidding Package for those who have indicated interest |
| 31 March 2008 | - Deadline for submission of bids |
| July 2008 | - Decision on host city |
| September 2008 | - Contract finalisation |
| October 2008 | - Start of conference preparations |

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For information on the European Sustainable Cities and Towns Campaign, please visit:
www.sustainable-cities.eu

For information on the last ESCT Conference, please visit:
www.sevilla2007.org