

TOOL 14 – PUBLIC FORUM AGENDA

PLANNING DOCUMENT – URBAN/REGULATORY PLAN / PROJECT				
TITLE: _____				
Venue:				
Date and time:				
Plan preparation lead:				
Plan development lead:				
	Time	Duration	Topic	Person
	00:00	5 min	INTRODUCTION – <i>a brief presentation of the main purpose of the public forum; introduction of speakers (representatives of institutions/investors); presentation of the forum rules and the timeline.</i>	Facilitator
	00:00	5 min	INFORMATIONAL – EDUCATIONAL PRESENTATION – <i>presentation of the spatial planning documentation subject to the discussion (urban or regulatory plan, etc.).</i>	Plan preparation lead
	00:00	5 min	BACKGROUND - <i>a brief summary of the new or amended planning documentation.</i>	Plan development lead
	00:00	15 min	PLAN PRESENTATION	Plan development lead
	00:00	45 min	OBRAĆANJE GRAĐANA/KI - <i>citizens present their comments and suggestions to institutional representatives and receive answers to specific questions.</i>	Citizens
	00:00	5 min	CLOSING REMARKS / SUMMARY – <i>announcement of next steps, activities, and the timeline for questions and comments.</i>	Facilitator/ka