

FORM FP1

**Harrogate Borough Council
THE FORWARD PLAN OF KEY DECISIONS**

1a. Dept Reference: DHHFP13	1b. Plan Ref No: 1001/HH11 (Assigned by DoA)
2. Key Decision: (Title of item and description of the matter and why it is considered a key decision) Review of Public Conveniences Service Improvement Plan. Significant in terms of its effect on communities.	
3. Decision By: (Name and title of the decision maker - if Cabinet indicate and list members by name only) Cllr B Lumsden – Cabinet Member (E nvironmental Health)	
4. Expected Date of the Decision: (or period within which decision will be made) June/July 2004	
5a. Principal Consultees: (List below) <ul style="list-style-type: none">• Director of Technical Services• Director of Finance• Corporate Management Team• Parish Councils	5b. Means of Consultation: (List below) <ul style="list-style-type: none">• Meetings/Correspondence• Meetings/Correspondence• Report• Letter
6. Documents Submitted to the Decision Maker: (NB - Do not list any documents which are in draft form: indicate if document is exempt) Service Improvement Plan March/April 2000 Report on review of service improvement plan 2001	
7. NOTES FOR PUBLIC (i) If you wish to make representations about this decision they should be sent in writing by: 1 November 2003 to: Mr S Johnson Department of Health and Housing Springfield House Kings Road Harrogate, HG1 5NX Fax – 01423 556850 Email – simon.johnson@harrogate.gov.uk	
(ii) If you require copies of documents shown at 6. above or as documents become available, please complete a document request form or contact the above address or telephone. Please Note: documents marked exempt are confidential and will not be made public.	