

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

1a. <b>Dept Reference:</b> DHHFP13	1b. <b>Plan Ref No:</b> 1001/HH11 (Assigned by DoA)
2. <b>Key Decision:</b> (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. <b>Decision By:</b> (Name and title of the decision maker - if Cabinet indicate and list members by name only)  Cllr L Ellington – Cabinet Member (Environmental Health)	
4. <b>Expected Date of the Decision:</b> (or period within which decision will be made)  Jan/Feb 2005	
5a. <b>Principal Consultees:</b> (List below)	5b. <b>Means of Consultation:</b> (List below)
<ul style="list-style-type: none"> <li>• Director of Technical Services</li> <li>• Director of Finance</li> <li>• Corporate Management Team</li> <li>• Parish Councils</li> </ul>	<ul style="list-style-type: none"> <li>• Meetings/Correspondence</li> <li>• Meetings/Correspondence</li> <li>• Report</li> <li>• Letter</li> </ul>
6. <b>Documents Submitted to the Decision Maker:</b> (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. <b>NOTES FOR PUBLIC</b> <b>(i) If you wish to make representations about this decision they should be sent in writing by:</b> 1 November 2003 <b>to:</b> Mr S Johnson Department of Health and Housing Springfield House Kings Road Harrogate, HG1 5NX Fax – 01423 556850 Email – simon.johnson@harrogate.gov.uk	
<b>(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.</b>	