

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

1a. <b>Dept Reference:</b> 123/DDS	1b. <b>Plan Ref No:</b> 10/09/DDS 121 (Assigned by HLDS)
<p>2. <b>Key Decision:</b> (Title of item and description of the matter and why it is considered a key decision)</p> <p>Tendering of Window Cleaning to Council Buildings over 3 years period (with option of extending further 2 years). Decision will fall within the financial threshold for key decision for 2009/10 – value of works being in region of £40,000 per annum</p>	
<p>3. <b>Decision By:</b> (Name and title of the decision maker - if Cabinet indicate and list members by name only)</p> <p>Cabinet: Councillors Mike Gardner, Richard Cooper, Jean Butterfield, Les Ellington, Michael Harrison, Andrew Jones, Don Mackenzie</p>	
<p>4. <b>Expected Date of the Decision:</b> (or period within which decision will be made)</p> <p>6 January 2010</p>	
5a. <b>Principal Consultees:</b> (List below)	5b. <b>Means of Consultation:</b> (List below)
<ul style="list-style-type: none"> <li>• Cabinet Member for Finance &amp; Resources</li> <li>• DHIC</li> <li>• DCS</li> <li>• DDS</li> <li>• CMT</li> </ul>	<ul style="list-style-type: none"> <li>• Reports</li> <li>• Correspondence</li> <li>• Joint Procurement Meetings</li> </ul>
<p>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)</p> <p>A report will be submitted for decision to the Cabinet meeting on 6 January 2010.</p>	
<p>7. <b>NOTES FOR PUBLIC</b></p> <p><b>(i) If you wish to make representations about this decision they should be sent in writing by 20 November 2009 to:</b></p> <p>Principal Facilities Manager, Department of Development Services Knapping Mount, West Grove Road, Harrogate, HG1 2AE. Fax: 01423 556580 E mail nigel.thompson –dts @Harrogate.gov.uk</p>	
<p><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></p>	