

**Tony Kershaw**  
Director of Law and Assurance

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Chichester  
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8 August 2019

Ms L Goldsmith  
Leader of the Council

Dear Ms Goldsmith,

**Cabinet – Urgent Action Procedure  
Outside Bodies Update**

I am writing to seek your agreement to an officer authorising the above matter that requires an urgent decision and I enclose a copy of a report prepared by the Director of Law and Assurance.

The report recommends that Cabinet approve an appointment to an outside body that has arisen and requires determination as soon as possible.

The next meeting of the Cabinet is not until November 2019 and the Outside Bodies require appointment before this date.

If you agree with an officer authorising the above recommendation, I should be grateful if you would kindly sign both the endorsed copy of this letter and the endorsement at the end of the report and return to me. A copy of this letter has also been sent to the Chairman of the Performance and Finance Select Committee as required under Standing Order 3.45.


The decision will be reported through the Executive Decision Database and the Members' Information Service in the usual way.


Yours sincerely,

A handwritten signature in blue ink that reads 'Tony Kershaw'.

Tony Kershaw

Director of Law and Assurance

Agreed

Director of Law and Assurance

Leader
Date: 12/08/19
Action Authorised

Director of Law and Assurance
Date: 12/08/19