

**Tony Kershaw**

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County Hall  
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23 June 2020

David Edwards  
Chairman,  
Joint Western Arun Area Committee

Dear Mr Edwards,

**Traffic Regulation Order – Urgent Action**

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 outlining the detail, prepared by the Director of Law and Assurance.

The urgency of this matter is because all County Local Committee meetings scheduled for June and July have been cancelled due to the current public health emergency. However, there are decisions required before the next round of meetings scheduled for October and November and it was agreed that the urgent action procedure should be used for these decisions.

If you agree with an officer authorising the recommendations within the attached report, I should be grateful if you would kindly sign this letter and return it to me. A copy of this letter has also been sent to the Chairman of the Environment and Communities Scrutiny Committee as required under Standing Order 3.47.

The decision will be reported to the next meeting of the Joint Area Committee and through the Executive Decision Database and The Bulletin in the usual way.

Yours sincerely

A handwritten signature in black ink that reads "Tony Kershaw". The signature is written in a cursive style with a long horizontal stroke at the beginning.

Tony Kershaw  
Director of Law and Assurance

cc Chairman of the Environment and Communities Scrutiny Committee  
Enc. 'Report TRO – Urgent Action'

**Agreed**



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**Katharine Eberhart**  
Director of Finance and Support  
Services



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**David Edwards**  
Chairman  
Joint Western Arun Area Committee

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**Action Authorised**



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**Tony Kershaw**  
Director of Law and Assurance

Date.....29/06/20.....