

Appendix - TRO 31/2021 Confirmation Table of Communication Steps Taken

<p>Action taken</p> <p><i>*Statutory Requirement</i></p>	<p>Date started Date completed</p>	<p>Completed</p> <p><i>(Signature required)</i></p>
<p>Proposed TRO published in local newspaper, The News*</p>	<p><i>Started: N/A</i></p> <p><i>Completed: 01/03/2021</i></p>	<p><i>T. Smith</i></p> <p>[Redacted Signature]</p>
<p>Notices displayed on affected roads*</p>	<p><i>Started: N/A</i></p> <p><i>Completed: 01/03/2021</i></p>	<p><i>T. Smith</i></p> <p>[Redacted Signature]</p>
<p>21-day consultation*</p>	<p><i>Started: 01/03/2021</i></p> <p><i>Completed: 22/03/2021</i></p>	<p><i>T. Smith</i></p> <p>[Redacted Signature]</p>
<p>Public notice for proposed TRO published on Portsmouth City Council's website</p>	<p><i>Started: N/A</i></p> <p><i>Completed: 01/03/2021</i></p>	<p><i>T. Smith</i></p> <p>[Redacted Signature]</p>
<p>Proposed TRO published on Portsmouth City Council's website</p>	<p><i>Started: N/A</i></p> <p><i>Completed: 01/03/2021</i></p>	<p><i>T. Smith</i></p> <p>[Redacted Signature]</p>
<p>Letters posted via Royal Mail to properties adjacent to proposal E</p>	<p><i>Started: 02/03/2021</i></p> <p><i>Completed: 05/03/2021</i></p>	<p><i>T. Smith</i></p> <p>[Redacted Signature]</p>
<p>Email / letter sent to respondents with time, date and location of T&T meeting</p>	<p><i>Started: 18/06/2021</i></p> <p><i>Completed: 18/06/2021</i></p>	<p><i>T. Smith</i></p> <p>[Redacted Signature]</p>

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<p>Email / letter sent to respondents with notifying of decision made at the T&T meeting</p>	<p><i>Started: N/A</i></p> <p><i>To be completed: 1 week after meeting</i></p>	
	<p><i>Started:</i></p> <p><i>Completed:</i></p>	
	<p><i>Started:</i></p> <p><i>Completed:</i></p>	
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	<p><i>Started:</i></p> <p><i>Completed:</i></p>	

List of roads notices have been displayed on

Cambridge Road	Derby Road Service Road
Kingswell Street	Edinburgh Road
Commercial Road	Albert Road, Southsea

List of roads letters have been sent to the properties of

Commercial Road (nos. 106-112 and Avalon House)
