



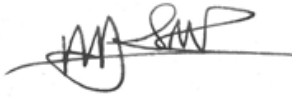
Delegated Authority (Urgent Action) Form

<p>In accordance with Standing Orders, under section 11, The Role of the Proper Officer:</p> <p>11.3 There shall be delegated to the Chief Executive the authority to act in respect of any function of the Council on a matter, which in their opinion does not warrant delay. This delegated authority shall only be exercised in consultation with the Leader and / or Deputy Leader.</p>	
Date	15 March 2024
Nature of Urgent Action	Minor Changes to Wording of Previously Agreed Memorandum of Understanding (MOU)
Matter raised by	Chief Executive due to email from Wiltshire Council & EA
Date considered by the Chief Executive	15 March 2024
Consulted with Leader or Deputy Leader or Chair or Vice Chair	Leader supported on 18 March 2024
Action Taken Decision/Outcome Include Financial and Legal Implications	<p>To agree minor changes in wording to the previously agreed Memorandum of Understanding (MOU) between Chippenham Town Council, Wiltshire Council and the Environment Agency. The MOU was agreed at Full Council on 10 January 2024 (Minute 81 refers and copy attached at APPENDIX A).</p> <p>Following this, the Chief Executive received notification that the legal team at Wiltshire Council requested to make some minor changes to the wording. These changes did not make any material changes to the document and were therefore agreeable. Changes made include the following:</p> <ul style="list-style-type: none"> • Formatting • Reference to ‘the project’ throughout rather than ‘Chippenham River Improvements Project’ • Minor phrasing changes • Deletion of small paragraph under section 5. • Additional wording to allow Chippenham Town Council or Wiltshire Council to withdraw from the MOU if the project is not progressing. <p>(copy of new version attached at APPENDIX B).</p>



CHIPPENHAM TOWN COUNCIL

Improving the quality of town life

To be reported for information to this committee or sub-committee	Full Council on 27 March 2024
Signed by Chief Executive	
Dated	18 March 2024