

CABINET

Local Government: Carnforth Town Council 'Memorandum of Understanding'

Report of Chief Executive

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| PURPOSE OF REPORT | | | |
| To request that Cabinet adopts the Memorandum of Understanding (MOU) between Lancaster City Council and Carnforth Town Council. | | | |
| Key Decision | <input type="checkbox"/> | Non-Key Decision | <input checked="" type="checkbox"/> |
| | | Referral from Cabinet Member | <input type="checkbox"/> |
| Date of notice of forthcoming key decision | | N/A | |
| This report is public. | | | |

RECOMMENDATIONS OF CLLR PETER JACKSON

- (1) That Cabinet agrees to the principles and objectives as detailed in the Memorandum of Understanding and authorises the Chief Executive to sign on the Council's behalf.

1.0 Introduction

- 1.1 The purpose of this report is to present the objectives of the Memorandum of Understanding (MOU) with Carnforth Town Council.
- 1.2 It should be noted that officers and cabinet members have considered the objectives and the content of the MOU. Meetings and discussion with council officers and some cabinet members, from both councils, established the objectives and resultant MOU.
- 1.3 The MOU sets out some principles of how both councils can coordinate mutually beneficial initiatives that deliver outcomes for residents.
- 1.4 The MOU is not legally binding.

2. Proposal Details

2.1 The primary purpose of the MOU is to establish agreed principles of collaborative working with a focus on upcoming challenges and opportunities including Eden and Local Government Reform. Regular communication will explore and implement outcomes to benefit the Carnforth community. A steering group will be the vehicle for regular communication.

2.2 There are expected outcomes because of collaboration and communication:

- Make transparent the remit and responsibilities of both councils
- Navigate the future of local government amidst Local Government Reform and the opportunities to collaborate as a result for service delivery.
- The MOU will be the basis to navigate that future for the benefit of Carnforth residents and both councils.
- The MOU will also outline an opportunity to make the most of strategic and longer-term place-based objectives, including Eden

2.3 The MOU outlines some strategic and thematic priorities for both councils including;

- Planning
- Economic Development
- Local Services
- Community Engagement
- Joint Initiatives

2.4 Several priorities within these strategic areas have been detailed in the MOU to shape communication and action including;

- Sharing resident insight and views from Carnforth to influence service delivery and strategy development
- Capitalising on opportunities as a result of Eden
- Supporting the small business community
- Navigating the future of local government reorganisation
- Developing a transport and parking strategy

2.5 Steering group meetings will provide strategic oversight. It is intended that this will lead to action for agreed outcomes.

2.6 Adoption of the MOU will commit the council to the objectives of the MOU and the officer resource to maintain communication and action.

2.7 A quarterly steering group meeting will be established but may change in frequency depending on officer capacity.

3. Details of Consultation

- 3.1 Portfolio Holders have worked with Officers to engage with Carnforth Town Council representatives to agree the content of the MOU.

4. Options and Options Analysis (including risk assessment)

| | Option 1: Adopt the MOU and commit the council to the stated objectives and priorities. | Option 2: Do not adopt the MOU and do not commit to the objectives and priorities. |
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| Advantages | If adopted, the Chief Executive will sign the MOU and establish a meeting structure and action plan. | No advantages are identified for this option. |
| Disadvantages | No specific disadvantages are identified for this option. | If not adopted, the Council will have less emphasis on local government collaboration and less structured communication with Carnforth Town Council. This may reduce opportunity for progressive and collaborative action that benefits Carnforth residents. |
| Risks | None identified. | None identified. |

5. Officer Preferred Option (and comments)

- 5.1 The recommended option is to proceed with adopting the MOU so that the Chief Executive can sign the MOU and move towards the delivery of outcomes (Option 1).

6. Conclusion

- 6.1 The report provides details of the objectives of the MOU and outlines the content and importance for effective local government collaboration amidst a period of potential change. Cabinet adoption of the MOU will enable officers to progress with the aims of this collaboration.

RELATIONSHIP TO POLICY FRAMEWORK

Effective local government communication and action aligns with the strategic principles of the Council Plan 2024-2027. Most notably this will evidence an informal partnership for shared ambitions.

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)

No direct impact.

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| LEGAL IMPLICATIONS No legal implications arising directly from this report. | |
| FINANCIAL IMPLICATIONS No financial implications arising directly from this report. | |
| OTHER RESOURCE IMPLICATIONS Human Resources: No HR implications arising directly from this report. Information Services: No ICT implications arising directly from this report. Property: No property implications arising directly from this report. Open Spaces: No open spaces implications arising directly from this report. | |
| SECTION 151 OFFICER'S COMMENTS The Section 151 Officer has been consulted and has no further comments to add. | |
| MONITORING OFFICER'S COMMENTS The Monitoring Officer has been consulted and has no further comments to add. | |
| BACKGROUND PAPERS Appendix A: Memorandum of Understanding: Carnforth Town Council | Contact Officer: Mark Davies Telephone: 01524 582401 E-mail: MDavies@lancaster.gov.uk Ref: [Click here and type Ref, if applicable] |