



## MEMORANDUM OF UNDERSTANDING

**This MoU dated 1<sup>st</sup> April 2021 is between**

North East Essex Clinical Commissioning Group (NEECCG) (1)

Essex County Council (ECC) (2)

The Police, Fire and Crime Commissioner for Essex (PFCC) (3)

&

Tendring District Council (TDC) (4)

**IN RELATION TO THE TENDRING MENTAL HEALTH HUB  
DELIVERED BY CITIZENS ADVICE TENDRING (CAT)**

## **1. Parties**

THIS AGREEMENT is BETWEEN;

- (1) ESSEX COUNTY COUNCIL, of County Hall, Market Road, Chelmsford, Essex, CM1 1QH; ECC is a stakeholder of the Tendring Mental Health Hub Grant Agreement
- (2) NHS NORTH EAST ESSEX CLINICAL COMMISSIONING GROUP, of Aspen House, Stephenson Road, Colchester, Essex CO4 5QR (NEECCG); NEECCG is a stakeholder of the Tendring Mental Health Hub Grant Agreement
- (3) THE POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX, of Kelvedon Park, London Road, Essex, CM8 3HB; PFCC is a stakeholder of the Tendring Mental health Hub Grant Agreement
- (4) TENDRING DISTRICT COUNCIL, of Council Offices, Thorpe Road, Weeley, CO16 9AJ; TDC is acting as a lead commissioner of services and the grant agreement

## **2. Background**

The Tendring Mental Health Hub is a partnership project that provides non-clinical holistic assessments to Tendring residents aged 18+ suffering from mental ill health and acts as a point of referral for both individual service users, statutory and voluntary sector partners. The Tendring Mental Health Hub's aim is to provide an effective opportunity for early intervention to prevent homelessness, escalation of unmanageable debt, loss of benefits and benefit sanctions, dismissal from employment, crime, anti-social behaviour and breakdown of relationships. It also aims to support and protect the vulnerable. The key is to ensure without clinical interventions, people can maintain or develop their confidence and resilience, resolve their problems at an early stage and are prevented from descending into crisis, and suffering a deterioration of mental health.

The Hub is delivered by Citizens Advice Bureau Tendring and has been operating successfully under grant agreements since 2017.

## **3. Status of this Memorandum of Understanding**

This Memorandum of Understanding (MOU) is not exhaustive and is not intended to be legally binding between any of the Parties. This MOU is to ensure each party has a clear and common understanding of their individual duties and responsibilities in relation to the Tendring Mental Health Hub and associated funding.



#### **4. The Proposed Collaboration**

- a. The Parties have identified a collective desire to fund, monitor and oversee the functionality of the Tendring Mental Health Hub with TDC undertaking the lead in terms of providing a main point of contact and interface for partners and with the Hub, co-ordinating reporting and adherence to the Grant Agreement in place.
- b. The Parties recognise the need to focus on relationships and in creating an environment of trust, collaboration and innovation throughout the monitoring of the contract.

The Parties agree to comply with the following principles of this MOU:

- (a) at all times to act in good faith towards one another
- (b) to act in a timely manner and respond accordingly to requests for support or consultation
- (c) to adopt a positive outlook and to behave in a positive, proactive manner
- (d) to seek best value for money, productivity and effectiveness
- (e) to promote innovation and good practice

#### **5. The Collaborative**

- a. Each party shall:
  - (a) undertake individual organisational responsibility in ensuring agreed funding with the Provider is invoiced appropriately and between one another
  - (b) provide input in relation to operational issues that may arise during the agreement term
  - (c) where necessary provide representation and input at monitoring and reporting meetings
  - (d) work collaboratively undertaking any development or future specification works with the Hub

#### **6. Information & Reporting**

- (a) each quarter TDC will receive and distribute quarterly reported information supplied by the Hub to each Party
- (b) TDC will meet with the Hub at least four times per annum to review and monitor progress against the associated Grant Agreement. Invitations will be open to all Parties for attendance if desired
- (c) TDC will raise any area of concern relating to the Hubs activities with partners and look to implement any agreed associated actions.
- (d) all Parties will raise concerns in relation to the Hub to TDC in order to initiate open discussions and mutual resolution
- (e) all Parties will consider future funding opportunities during Quarter 3 of the Hub agreement and inform the partnership accordingly.



## 7. Term

This agreement shall be for a term of 12 months and will expire on 31<sup>st</sup> March 2022.

## 8. Funding

The parties agree to provide the following funding for the project for financial year 2021-22;

North East Essex CCG	£30,000
Essex County Council	£30,000
Tendring District Council	£23,000
Police, Fire and Crime Commissioner	£25,000
<b>TOTAL</b>	<b>£108,000</b>



## 9. Signatories

(1) Signed by

For and on behalf of **NORTH EAST ESSEX CLINICAL COMMISSIONING GROUP (NEECCG)**

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(2) Signed by

For and on behalf of **ESSEX COUNTY COUNCIL (ECC)**

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(3) Signed by

A handwritten signature in black ink, appearing to read 'J. Gardner', with a large, stylized initial 'J'.

For and on behalf of **THE POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX (PFCC)**

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(4) Signed by

For and on behalf of **TENDRING DISTRICT COUNCIL (TDC)**