

**Oxfordshire County Council  
New Road  
Oxford  
OX1 1ND**

**Charlotte Davey  
Asst Director of Provider  
Service  
Childrens Services**

**15<sup>th</sup> February 2024**

Dear parents, carers, children and young people

**Re: Community Short Breaks**

Following our recent letter, providing details of the outcome of the retendering of community short breaks, understandably some parents have told us they are disappointed with the changes.

I want to reassure you that we recognise these were difficult decisions, ones we wish we didn't have to make. But they were necessary because of rising costs, and the financial pressure that, like all local authorities, Oxfordshire County Council is facing.

We worked closely with the Oxfordshire Parent Carer Forum throughout the retendering process. This was a legal procurement process and OxPCF was required to work within the constraints of this framework.

We consulted with families and providers, reviewed information and used data, including where children and young people live and where they go to school. All the analysis, mapping and research, conducted over eighteen months, helped inform and shape our decisions.

In some cases, providers chose not to bid for the new contracts. This was disappointing, as these were for locations where we'd hoped to continue with the service.

Some provisions have changed, however, whilst there may have been changes to your local club, we are confident that the new services commissioned will mean that more young people, aged five to 17, can access activities somewhere close to where they live and where they go to school.

We are now working extremely hard with the providers to make sure contracts are finalised and that services are ready for Easter. However, we are working to some very tight timescales, and I apologise in advance if there are delays in planned openings.

Further information will be communicated as soon as possible, detailing the process for families to transfer to the new providers and how you can contact them directly.

If you have any questions about these contract awards or the services provided, please do not hesitate to contact:

[shortbreaksfordisabledchildren@oxfordshire.gov.uk](mailto:shortbreaksfordisabledchildren@oxfordshire.gov.uk)

We value your input and are committed to ensuring positive and enriching services for children and young people across Oxfordshire.

Yours sincerely

A handwritten signature in dark ink, appearing to be 'Charlotte Davey', written on a light-colored background.

Charlotte Davey  
Assistant Director of Provider Services  
Children's Services