  
Dear Provider,

Cumberland Council is looking to develop a new Framework for Targeted Short Break Activities for Children with Disabilities, to begin in February 2025. We are keen to engage with as many organisations as possible who may be able to provide Short Break Activities.

A pre-market engagement meeting will be held via Microsoft Teams, on **Thursday 15 August, 1 – 2 pm.**

The Tender for the Framework will be advertised in September 2024 via the Chest Procurement Portal [www.the-chest.org.uk](http://www.the-chest.org.ukY) and you must be registered on the portal to be able to submit a bid. It is simple (and free) to register. Just follow the above link to the Chest and click on ‘Register FREE’ (on the list on the left hand side of the screen). If you have any issues with registering, email [peopleprocurement@cumbria.gov.uk](mailto:peopleprocurement@cumbria.gov.uk)

**Context:**

We are inviting all interested organisations to attend this session, where there will be representatives from the Children and Family Wellbeing and Strategic Commissioning Teams.

The agenda for the event will include:

* A presentation on short breaks in Cumberland.
* Feedback from families and learning from current providers.
* The aims of the proposed commissioning and procurement process.
* Timescales.
* A Q&A session.

More information about the Targeted Short Break Activities Service can be found here: <https://fid.cumberland.gov.uk/kb5/cumberland/directory/advice.page?id=y2Q74s_tHgI>

**Contact Information:**

To attend the Engagement Event, please complete the following details and return the form to [strategic.commissioning@cumberland.gov.uk](mailto:strategic.commissioning@cumberland.gov.uk)

**1. Organisation Name**

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**2. Organisation Location and Address**

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**3. Please provide an outline of the services you can provide (relevant to Targeted Short Break Activities)**

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**4. What geographical areas/towns are you able to provide activities in?**

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**5. Will you be attending the Engagement Event?**

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| Yes/No  If you answered no to attending the Event: are you interested in tendering for this service? Yes/No |

**6. Primary Contact(s)**(Name and job title of contact(s) who will join the engagement meeting)

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**7. Email Address(es)**

(For meeting invites)

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**8. Telephone Number**

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It is important that you notify [strategic.commissioning@cumberland.gov.uk](mailto:strategic.commissioning@cumberland.gov.uk) if these details change any time after you have submitted the form.

If you have any questions, contact [strategic.commissioning@cumberland.gov.uk](mailto:strategic.commissioning@cumberland.gov.uk) and we will respond to you as soon as possible.

**Strategic Commissioning**

Commissioning & Procurement | Business Transformation & Change

Cumberland Council | Cumbria House | 117 Botchergate | Carlisle | CA1 1RD

[www.cumberland.gov.uk](http://www.cumberland.gov.uk)

