



**OXFORDSHIRE  
COUNTY COUNCIL**

**Reference:**

**Gill Jackson  
Director of Corporate Services  
Mayday Trust  
10 Webb Ellis Business Park  
Woodside Park  
Rugby  
Warwickshire  
CV21 2NP**

**Oxfordshire County Council  
Joint Commissioning  
3rd Floor, County Hall  
New Road  
Oxford  
OX1 1ND**

**Kate Terroni  
Director of Adult Services**

**8 March 2018**

Dear Sirs,

**Contract: 26 April 2016 made between Oxfordshire County Council  
(1) and Mayday Trust (2) for the provision of Housing  
Related Support Services for Homeless People and  
Substance Misusers (Lot 2d – Contract ID Number 114);**

**Effective Date: 1 April 2018**

**Notice of Novation**

We refer to the above Contract.

This letter is notice, pursuant to the provisions of the Special Condition 18 of the Contract, that as and from the Effective Date, Oxford City Council shall receive the benefit and burden of the Contract in substitution of Oxfordshire County Council.

Accordingly, from the Effective Date, Oxfordshire County Council shall;

- (a) Be released from all claims and demands whatsoever (including future claims and demands) in respect of the Contract; and
- (b) From all obligations to observe, perform and discharge and be bound by the Contract.  
The above is without prejudice to any rights or remedies that Mayday Trust has against Oxfordshire County Council (if any) in respect of any matter or thing done or omitted to be done by Oxfordshire County Council on or before the Effective Date in relation to the Contract.

Oxford City Council has signed this letter by way of acceptance to the transfer of the benefit and burdens of the Contract to Oxford City Council in substitution of Oxfordshire County Council from the Effective Date.

The relevant contact details at Oxford City Council from the Effective Date for the purposes of this Contract shall be as follows:

- Council's Contact is Rachel Lawrence, Rough Sleeping & Single Homelessness Manager
- Council's email address for service of notices is rlawrence@oxford.gov.uk
- Council's postal address for service of notices shall be Oxford City Council, 109-113 St Aldate's Chambers, Oxford OX1 1DS
- The name and / job title of the person to whom disputes should be referred under Condition 32.1 is Rachel Lawrence, Rough Sleeping & Single Homelessness Manager

Please sign and return the enclosed copy of this letter to acknowledge receipt.

We look forward to hearing from you.

*A Barnett*

Angela Barnett  
For and on behalf of Oxfordshire County Council

Email: angela.barnett@oxfordshire.gov.uk

*Andrew Collins*

For and on behalf of [ ]

Oxfordshire County Council

*Stephen Clarke*

For and on behalf of [Stephen Clarke | Head of Housing ]

Oxford City Council