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Award

## **Direct Payment Support Services (AACC)**

NHS SUSSEX INTEGRATED CARE BOARD

UK5: Transparency notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-078636

Procurement identifier (OCID): ocids-h6vhtk-05ec4a ([view related notices](#))

Published 1 December 2025, 4:34pm

### **Scope**

### **Description**

This contract provides person-centred support to individuals managing Direct Payments or Personal Health Budgets for employing Personal Assistants (PA). Services include tailored guidance, budgeting assistance, legal and employment advice, and provision of customisable templates such as contracts and job descriptions. Ensuring data protection compliance and promotes safe recruitment practices, including DBS checks and eligibility verification. To support PA training, dispute resolution, and access to additional services like payroll and insurance. It facilitates recruitment through its PA Pages platform and works collaboratively to shape local policy. The service is to be flexible, accessible, and committed to continuous improvement and innovation in Direct Payment support.

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### **Contract 1. Direct Payment Support Services (AACC)**

## **Supplier**

- Independent Lives (Disability)

## **Contract value**

- £303,061.62 excluding VAT
- £363,673.94 including VAT

Above the relevant threshold

## **Earliest date the contract will be signed**

1 January 2026

## **Contract dates (estimated)**

- 13 February 2026 to 31 March 2027
- Possible extension to 31 March 2028
- 2 years, 1 month, 16 days

Description of possible extension:

The contract may be extended for a further 12 month period until 31st March 2028 subject to the Provider's good performance and the continuation of the NHS Sussex Integrated Care Board's business need.

## **Main procurement category**

Services

## **CPV classifications**

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

## **Contract locations**

- UKJ2 - Surrey, East and West Sussex

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## **Other information**

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Direct award

### **Direct award justification**

Extreme and unavoidable urgency

To ensure continuity of essential services-including access to funds, payroll, employment support, and mandatory PA training-a full procurement exercise is not feasible within the limited timeframe available. The ICB proposes engaging Independent Lives under a temporary arrangement to take on clients and expand coverage across Sussex.

This service was expanded from West Sussex to include new clients from East Sussex and Brighton and Hove areas from 1 October 25.

This interim solution will remain in place for 26 months, allowing time to align service specifications, complete market engagement, and respond to strategic changes including the merger of Surrey and Sussex ICBs.

This waiver is necessary to maintain service continuity, safeguard vulnerable individuals, and ensure compliance with statutory responsibilities during a period of transition and strategic review.

The Transparency Notice has been endorsed by the NHS Sussex ICB Chief Executive Officer.

The Standstill Period will expire at midnight on 11th December 2025. Any challenges in regard to this transparency notice must be emailed to [robert.kitt1@nhs.net](mailto:robert.kitt1@nhs.net) no later than midnight on 11th December 2025.

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## Supplier

### **Independent Lives (Disability)**

- Charity Commission (England and Wales): 115381

Ground Floor, Southfield House, 11 Liverpool Gardens

Worthing

BN11 1RY

United Kingdom

Email: [info@independentlives.org](mailto:info@independentlives.org)

Region: UKJ27 - West Sussex (South West)

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1. Direct Payment Support Services (AACC)

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## **Contracting authority**

### **NHS SUSSEX INTEGRATED CARE BOARD**

- Public Procurement Organisation Number: PVDX-6283-RPQJ

Sackville House, Brooks Close

Lewes

BN7 2FZ

United Kingdom

Email: [sxicb.contractingandprocurement@nhs.net](mailto:sxicb.contractingandprocurement@nhs.net)

Region: UKJ22 - East Sussex CC

Organisation type: Public authority - central government