

## Freedom of Information Request

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**Reference Number:** [EPUT.FOI.22.2353](#)  
**Date Received:** [28.01.2022](#)

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### Information Requested:

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The information I'm requesting is regarding the software contracts that the organisation uses, for the following fields.

Primary Human Resources (HR) and Payroll Software Solution:  
For example, iTrent, ResourceLink, HealthRoster; software of this nature.

**1. Name of Supplier:** Can you please provide me with the software provider for each contract?

#### Human Resources (HR)

- [The rostering and e-Expenses contracts are with Allocate Software](#)
- [Recruitment system is with Civica UK Limited](#)

**2. The brand of the software:** Can you please provide me with the actual name of the software. Please do not provide me with the supplier name again please provide me with the actual software name.

#### HR

- [HealthRoster Optima and e-Expenses](#)
- [Trac Recruitment System](#)

**3. Description of the contract:** Can you please provide me with detailed information about this contract and please state if upgrade, maintenance and support is included.

#### HR

[The contract includes the software to roster all trust staff and to administer bank and agency staff.](#)

[The SafeCare system enables real time management of acuity based daily staffing.](#)

[The Trusts expenses are processed with the e-Expenses software and the RosterPerform benchmarking tool allows for performance analysis and monitoring.](#)

[The Trust is currently implementing rostering and job planning for medical staff.](#)

[The contract with Allocate Software contains the following modules: HealthRoster, BankStaff, SafeCare, eRota, eJobPlan RosterPerform, e-Expenses and Employee Online and a full upgrade, and support service is included in the contract](#)

[The TRAC Recruitment System is used for managing the Trusts recruitment processes.](#)

Please also list the software modules included in these contracts.

4. **Number of Users/Licenses:** What is the total number of user/licenses for this contract?

[HR](#)

The contract is not based on a specific number of static licences for all trust staff and band workers. The contract is based on the number of staff records actually used that is variable. However, an approximate number of staff is 6000 substantive staff and 4000 bank staff

Trac Recruitment System is a licence for the organisation based on the 6000 substantive staff and 4000 bank staff.

5. **Annual Spend:** What is the annual average spend for each contract? [HR](#)

Rostering for non-medical staff and e-Expenses are rolled up into one contract and the medical roosting contract is separate. The latest annual cost for non-medical roosting and e-Expenses is £263,220 and for medical roosting £73,428

Recruitment system is £14,400

6. **Contract Duration:** What is the duration of the contract please include any available extensions within the contract.

[HR](#)

The roosting and expenses contract was a consolidation/update of existing contracts following an organisational merge. The duration is as shown by the dates stated in Q8. The medical roosting contract has no specific extension period. It will be reviewed/renewed and detailed in Q9

Recruitment system is 12 months

7. **Contract Start Date:** What is the start date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.

[HR](#)

Allocate roosting contract (non-medical) is 28 February 2019

Allocate roosting contract (medical) is 31 July 2020

Recruitment system contract is 8 January 2021

8. **Contract Expiry:** What is the expiry date of this contract? Please include month and year of the contract. DD-MM-YY or MM-YY.

[HR](#)

Allocate roosting contract (non-medical) expires 28 October 2024

Allocate roosting contract (medical) expires 18 June 2023

Recruitment system contract expires on 8 January 2023

9. **Contract Review Date:** What is the review date of this contract? Please include month and year of the contract. If this cannot be provide please provide me estimates of when the contract is likely to be reviewed. DD-MM-YY or MM-YY.

[HR](#)

No specific review date, Reviewed when it comes near to the end of the contract and it is

decided if it is going to be renewed. The rostering has recently been extended and the medical contract will likely be reviewed at the end of 2022 or early 2023.

The contract for recruitment systems will be renewed around about six months from its expiry date to ascertain if it will be extended or tendering is required to ensure value for money.

10. **Contact Details:** I require the full contact details of the person within the organisation responsible for this particular software contract (name, job title, email, contact number).

Christopher Dicketts, Senior Contracts Manager, [christopher.dicketts@nhs.net](mailto:christopher.dicketts@nhs.net)  
Ian Lawrence, Finance Systems Manager, [ian.lawrence1@nhs.net](mailto:ian.lawrence1@nhs.net)

You may have received the same request in the past. The information sent has now expired and I required an update as soon as possible. If all the information besides the contract dates are the same, I am happy to just receive an update on the contract dates

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#### **Publication Scheme:**

As part of the Freedom of Information Act all public organisations are required to proactively publish certain classes of information on a Publication Scheme. A publication scheme is a guide to the information that is held by the organisation. EPUT's Publication Scheme is located on its Website at the following link <https://eput.nhs.uk>