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Planning

## **Staff/Resource Rostering Solution - Waste Team**

Denbighshire County Council

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-014704

Procurement identifier (OCID): ocids-h6vhtk-034016

Published 26 May 2022, 9:23am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Denbighshire County Council

Wynnstay Road

Ruthin

LL15 1YN

#### **Email**

[procurement@denbighshire.gov.uk](mailto:procurement@denbighshire.gov.uk)

#### **Telephone**

+44 1824712612

#### **Country**

United Kingdom

#### **NUTS code**

UKL13 - Conwy and Denbighshire

**Internet address(es)**

Main address

<https://www.denbighshire.gov.uk>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0280](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0280)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Staff/Resource Rostering Solution - Waste Team

**II.1.2) Main CPV code**

- 48000000 - Software package and information systems

**II.1.3) Type of contract**

Supplies

**II.1.4) Short description**

Denbighshire County Council are looking to undertake a market engagement exercise to

review Staff/Resource Rostering solutions for our Waste team.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 48450000 - Time accounting or human resources software package
- 72212450 - Time accounting or human resources software development services

#### **II.2.3) Place of performance**

NUTS codes

- UKL13 - Conwy and Denbighshire

Main site or place of performance

Denbighshire

#### **II.2.4) Description of the procurement**

Denbighshire County Council are looking to undertake a market engagement exercise to review Staff/Resource Rostering solutions for our Waste team.

This solution would aim to improve upon our current processes and maintain our paperless approach to rostering and time management in the Waste team.

We require any application to evidence:

- The ability for users to 'clock' electronically with use of GPS or RFID for verification that the user is within a certain distance of the Depot
- The ability to electronically arrange Waste staff rotas, identifying potential gaps in service provision and limiting as much as possible back office and system admin time;
- Have a smart and flexible method for making quick, or ad-hoc changes to rota's;
- Take into account specific, service level arrangements around Annual Leave, Toil, and Overtime;
- Be able to identify or register skill sets and/or qualifications against staff members to

support intelligent rostering such as HGV drivers;

- Provide the ability to communicate rota's, and potentially other details, to individual staff out and about e.g. via a mobile application;
- Provide a mechanism for reporting sickness electronically e.g. via a mobile application
- Provide a mechanism for requesting annual leave electronically e.g. via a mobile application
- The means to display information via a 'dashboard' that could be displayed in the office
- The ability for users to swap shifts electronically, provided that rules/system integrity is not compromised
- A training log, providing the means to identify when training is due
- The provision of newsletters and update to staff electronically
- The ability to provide surveys to staff electronically
- A reporting function that allows the Waste team to interrogate their data to support performance management or quality assurance processes.

Denbighshire County Council would like any solution to demonstrate its ability to be flexible in light of potential future need to change or re-structure services to best meet the needs of the people we support whilst creating the internal efficiency required from such a solution.

NOTE: To express an interest please e-mail a short overview of your solution to [procurement@denbighshire.gov.uk](mailto:procurement@denbighshire.gov.uk) by no later than 24th June 2022. Please ensure you only submit information that is relevant to the detail requested in the description above.

### **II.3) Estimated date of publication of contract notice**

30 September 2022

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

### **VI.3) Additional information**

(WA Ref:121678)