

	10b	Internal Delivery Requirements	Operational Statistics	Resource Requirements					
Repairs	WHO	Work stream	Budget	Quantity	Stat Category	Stat	Role	Quantity	Total
Budget	2,597,004	Repairs - General	851,764	7,689	Stock	5,756	General Manager	1,000	
Start Date	Apr-20	Repairs - Electrical	329,000	2,074	All Repairs	9,763	Repairs Supervisor	1,000	
Cooprate	All Areas	OOH	23,000	1	Repair ratio	0.48	Repairs Scheduler	1,000	
Planned	External	Handyman	23,240	1	Voids	325	Buyer / QS	1,000	
Budget	4,974,313	Minor Voids	720,000	300	Void ratio	5.65%	Admin	2,000	
Start Date	Apr-20	Major Voids	450,000	25	Repairs per week - All	187.8	Voids Scheduler	1,000	
Geography	All Areas	Adaptations	200,000	1	Repairs per day - General	30	Voids Supervisor	1,000	8.00
Administration	Open Book	Total	2,597,004		Repairs per day - Electrical	8	Plumber	6,000	
					Repairs per day - All	38	Electrician	5,000	
					Voids per week - minor	5.77	Carpenter	6,000	
					Voids per week - major	0.48	Multi skilled	3,000	
					Adapt revenue per week	3,846	General Operative	5,000	25.00
							Total	33.00	

	Option 10b Cost Profile			
Work Stream	Base	"All"	Client	Re-allocated
Mobilisation	669,205			669,205
Repairs Delivery	1,018,784	125,061	336,612	1,480,457
A & A Delivery	1,192,059	146,332	99,766	1,438,156
All Costs	292,582	21,188		193,793
Client Side Costs	710,958			
Planned Costs	4,801,444		274,580	5,076,025
Total	8,857,637	292,582	710,958	8,857,637

CBA All	Existing	Option 10b	Variance
Mobilisation	63,750	669,205	605,455
Repairs	1,681,967	1,480,457	-201,510
Voids & A & A	1,645,320	1,631,950	-13,371
Planned	5,076,025	5,076,025	0
Total	8,467,062	8,857,637	390,575

CBA Work Streams	Existing	Option 10b	Variance
Mobilisation	63,750	669,205	605,455
Repairs	1,047,092	1,143,846	96,754
Voids & A & A	1,480,172	1,532,184	52,012
Planned	4,801,444	4,801,444	0
Client Side Costs	1,074,604	710,958	-363,646
Total	8,467,062	8,857,637	390,575

CBA Work Streams	Budget 19/20	Option 10b	Variance
Mobilisation	0	669,205	669,205
Repairs	1,227,004	1,143,846	-83,158
Voids & A & A	1,370,000	1,532,184	162,184
Planned	4,974,313	4,801,444	-172,869
Total	7,571,317	8,146,679	575,362

Mobilisation Activities and Cost						
Activity	Category	Who	Quantity	UOM	Rate	Cost
Develop mobilisation plan and Project Initiation Document	Terms of reference	Consultant	3	Days	480	1,440
Establish mobilisation team	Terms of reference	Consultant	2	Days	480	960
Identify project champions (SDC / Impart links)	Terms of reference	Consultant	1	Days	480	480
Agree and formulate delivery brand	Company formation & brand	Consultant	5	Days	480	2,400
Legal advice in regard to company formation (WOS) and impact on SDC	Legal (potentially internal)	Legal	1	Item	25,000	25,000
Internal and external communication plan	Communication	Consultant	2	Days	480	960
Finalise internal structure - All roles for repairs and voids	HR	Consultant	5	Days	480	2,400
Complete job descriptions, pay scales, terms and conditions	HR	SDC / Con	1	Item	5,000	5,000
Seek clarity from all contractors: staff in scope for TUPE	HR	SDC	1	Item	0	0
Legal advice in regard to TUPE	Legal	Legal	1	Item	10,000	10,000
Review SDC staff members viable for transfer to WOS	HR	SDC / Con	5	Days	480	2,400
Identify vacancies and develop recruitment plan	HR	SDC / Con	3	Days	480	1,440
Conduct pensions analysis (transferred staff and new) - pension advice	Legal	Legal	1	Item	5,000	5,000
Review Union impact and interface - set plan	Unions advice / Legal	Legal	1	Item	2,500	2,500
Review Impact of WOSmanagement positions on SDC HRA Department	HR	SDC	1	Item	0	0
Commence individual consultation with all impacted staff	HR	SDC	1	Item	0	0
Consider redundancy costs of impacted staff (RISK)	HR	SDC	1	Item	0	0
Gap analysis of staff requirements post TUPE and SDC staff review	HR	SDC / Con	5	Days	480	2,400
Recruitment of posts required - Open days, short listing and interviews	HR	SDC / Con	1	Item	15,000	15,000
Provision for new starters to "bed in" prior to April 20 commencement	Staff	Staff	8	No	75	600
Management and supervision PPE	Business plan	SDC / Con	5	Days	480	2,400
Develop service delivery business plan and drivers	Commercial admin	SDC / Con	5	Days	480	2,400
Develop delivery commercial administration method and cost model	Policy	SDC	1	Item	0	0
Develop internal policy documents (strategic): Incorporate SDC	Policy	Consultant	1	Item	10,000	10,000
Develop internal policy documents (operational): Develop new	Policy	SDC / Con	10	Days	480	4,800
Develop internal process charts for all delivery activities + training	Policy	H & S	1	Item	5,000	5,000
Develop health & safety policy, risk assessments & method statements	Legislative	Consultant	1	Item	10,000	10,000
Apply for legislative certification, NICEIC, CHAS, Construction line	IT	SDC / Con	1	Item	2,500	2,500
Develop IT mobilisation plan	IT	IT Software	1	Item	63,750	63,750
Capital investment for Repairs module IT system - Installation + Hosting	IT	IT Software	1	Item	111,500	111,500
Capital investment for Contractor Workforce module IT system - Installation + Hosting	IT	IT Hardware	8	No	800	6,400
New IT hardware for new starters	IT	IT PDA's	18	No	300	5,400
Purchase PDA's for operatives	IT	SDC	1	Item	0	0
E-mails and intranet set-up for new starters	IT	SDC	1	Item	0	0
IT support for data uploads for New PDA and management software	PR & Marketing	PR & Marketing	1	Item	0	0
Launch event and website update for resident communication	Premises	Premises	1	Item	25,000	25,000
Identify premises, complete legal, fit out and brand	Premises	Premises	3	Mths	2,500	7,500
Premises rent and rates prior to commencement (3 months)	Transport	SDC / Con	5	Days	480	2,400
Identify vehicle requirements, order vans and fuel accounts	Transport	Vans	18	No	2,000	36,000
Source trackers, racking for vans, sign writing and Van stock	Suppliers	Consultant	10	Days	480	4,800
Identify material requirements, negotiate accounts with suppliers	Suppliers	Consultant	5	Days	480	2,400
Develop credit lines for WOS with suppliers - potential bonds from SDC	Subcontractors	Consultant	5	Days	480	2,400
Identify specialist subcontractors required & develop specifications	Subcontractors	Consultant	5	Days	480	2,400
Complete send outs to subcontractors, negotiate terms & place orders	Operatives	Operatives	25	No	100	2,500
Purchase operative PPE	Operatives	Operatives	25	No	100	2,500
Purchase operative Small Tools	Operatives	Operatives	25	No	15	375
Purchase operative Identification	Operatives	Operatives	10	No	80	800
Training for operative CSCS cards and test	SLA	SDC / Con	3	Days	480	1,440
Determine SLA's requirements for SDC internal departments	SLA	SDC	1	Item	0	0
Agree budgets and recharge over and above usual cost per head	SLA	SDC / Con	2	Days	480	960
Develop SLA Heads of Terms	SLA	SDC	1	Item	0	0
Finance systems updated for WOSin prep for go live	SLA	SDC	1	Item	0	0
Payroll systems updated for WOSin prep for go live	SLA	SDC	1	Item	0	0
HR systems updated for WOSin prep for go live	SLA	SDC	1	Item	0	0
IT systems updated for WOSin prep for go live	SLA	SDC	1	Item	0	0
Review additional insurance requirements with WOSdelivery (PI)	Insurance	Insurance	1	Item	500	500
Confirm costs and settle any additional premium	Insurance	Insurance	1	Item	500	500
Proposal of names of potential WOS Board members including job guides	WOS Board	Consultant	2	Days	480	960
Complete contract documents and WOS terms of reference with SDC	WOS Governance	Consultant	5	Days	480	2,400
Obtain HMRC sign off and VAT advice	Legal	Consultant	1	Item	2,000	2,000
Interview for and create WOS board	WOS Board	Consultant	10	Days	480	4,800
Bank clearance on SDC subsidiary	Finance	SDC	1	Item	0	0
Incorporate WOS with Companies House	Finance	SDC	1	Item	500	500
Agree WOS Board Member Roles & Responsibility	WOS Board	Consultant	2	Days	480	960
Agree WOS reporting hierarchy	WOS Board	Consultant	1	Days	480	480
Formal sign off of directorships by SDC Board	WOS Board	SDC	1	Item	0	0
Board Workshops and Training	WOS Board	Consultant	1	Item	5,000	5,000
Formally appoint bankers	Finance	SDC	1	Item	0	0
Formally appoint auditors	Finance	SDC	1	Item	0	0
Insurance arrangements for board members	Insurance	Consultant	1	Item	2,500	2,500
Working Capital	Banking	Capital	1	Item	200,000	200,000
Procurement for external contractor to deliver planned works	Planned Works	Procurement	1	Item	25,000	25,000
Mobilisation cost						669,205

Operational Costs - Internal Delivery of Repairs, Voids & Adaptations							
Cost Heading	Category	Work Stream	%	Quantity	UOM	Rate	Cost
General Manager (Based on high cost appointment)	Staff (Salary, NI & Pension)	Repairs	50%	1	Year	84,500	84,500
Repairs Supervisor (Based on SDC Repairs & Voids Officer)	Staff (Salary, NI & Pension)	Repairs	100%	1	Year	40,555	40,555
Repairs Scheduler (Based on SDC Snr Scheduler and Administrator)	Staff (Salary, NI & Pension)	Repairs	100%	1	Year	33,370	33,370
Buyer / QS (Based on SDC Programme Delivery Manager)	Staff (Salary, NI & Pension)	Repairs	50%	1	Year	55,610	27,805
Administrator (Based on SDC Repairs Administrator)	Staff (Salary, NI & Pension)	Repairs	100%	1	Year	26,830	26,830
General Manager (Based on high cost appointment)	Staff (Salary, NI & Pension)	Voids	50%	1	Year	84,500	42,250
Voids Supervisor (Based on SDC Repairs & Voids Officer)	Staff (Salary, NI & Pension)	Voids	100%	1	Year	40,555	40,555
Voids Scheduler (Based on SDC Snr Scheduler and Administrator)	Staff (Salary, NI & Pension)	Voids	100%	1	Year	33,370	33,370
Buyer / QS (Based on SDC Programme Delivery Manager)	Staff (Salary, NI & Pension)	Voids	50%	1	Year	55,610	27,805
Administrator (Based on SDC Repairs Administrator)	Staff (Salary, NI & Pension)	Voids	100%	1	Year	26,830	26,830
Support service recharge + add back of obsolete SDC posts	Recharges	Repairs	100%	8	Year	8,979	71,833
Support service recharge + add back of obsolete SDC posts	Recharges	Voids	100%	8	Year	8,979	71,833
Departmental recharge	Recharges	Repairs	100%	4	Year	2,471	9,884
Departmental recharge	Recharges	Voids	100%	4	Year	2,471	9,884
Direct Operative Plumber (Based on STR4)	Operatives	Repairs	100%	3	Year	33,523	100,569
Direct Operative Electrician (Based on STR5)	Operatives	Repairs	100%	2	Year	40,185	80,370
Direct Operative Carpenter (Based on STR4)	Operatives	Repairs	100%	4	Year	33,523	134,092
Direct Operative Multi Skilled (Based on STR4)	Operatives	Repairs	100%	1	Year	33,523	33,523
Direct Operative General (Based on STR3)	Operatives	Repairs	100%	3	Year	27,292	81,876
Direct Operative Plumber (Based on STR4)	Operatives	Voids	100%	2	Year	33,523	67,046
Direct Operative Electrician (Based on STR5)	Operatives	Voids	100%	2	Year	40,185	80,370
Direct Operative Carpenter (Based on STR4)	Operatives	Voids	100%	2	Year	33,523	67,046
Direct Operative Multi Skilled (Based on STR4)	Operatives	Voids	100%	2	Year	33,523	67,046
Direct Operative General (Based on STR3)	Operatives	Voids	100%	1.5	Year	27,292	40,938
Direct Operative Plumber (Based on STR4)	Operatives	A & A's	100%	1	Year	33,523	33,523
Direct Operative Electrician (Based on STR5)	Operatives	A & A's	100%	1	Year	40,185	40,185
Direct Operative Multi Skilled (Based on STR4)	Operatives	A & A's	100%	1	Year	33,523	16,762
Direct Operatives Support Service Recharge (Allow £2k per Op)	Operatives	All	100%	25	No	2,000	50,000
Operative Vans (contract hire)	Transport	Repairs	100%	11	Year	3,036	33,392
Operative Vans (contract hire)	Transport	Voids	100%	6	Year	3,036	18,214
Operative Vans (contract hire)	Transport	A & A's	100%	1	Year	3,036	3,036
Operatives Fuel	Transport	Repairs	100%	11	Year	3,640	40,040
Operatives Fuel	Transport	Voids	100%	6	Year	2,600	15,600
Operatives Fuel	Transport	A & A's	100%	1	Year	2,600	2,600
Operatives Small Tools & Training	Operatives	Repairs	100%	13	Year	600	7,800
Operatives Small Tools & Training	Operatives	Voids	100%	9.5	Year	600	5,700
Operatives Small Tools & Training	Operatives	A & A's	100%	2.5	Year	600	1,500
Warehouse Unit (rent and rates) - 5,000 Sqft	Premises	All	100%	1	Year	40,000	40,000
Warehouse Unit running costs: Power light and water	Premises	All	100%	1	Year	2,160	2,160
Warehouse Unit consumables	Premises	All	100%	1	Year	1,000	1,000
Materials	Materials	Repairs	100%	9,764	Repairs	23	225,067
Materials (average 22% of a lettable standard void)	Materials	Voids	100%	277	Voids	528	146,256
Materials (allowance)	Materials	A & A's	100%	1.0	Item	75,000	75,000
Waste skips (£2 per repair)	Waste	Repairs	100%	9,764	Repairs	2	19,527
Waste							