

GROUP PRESENTATION BY GROUP 5 (EMPL4009)

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INTRODUCTION

This is a group presentation by Group 5 on a Business Relocation and Expansion Project for Sunshine Clothing store.

The store needs to relocate to a new location due to the fact that it has outgrown the space it is already occupying hence the reason for the project. These PowerPoint slides were formulated from the Project Initiation Document already drawn up.

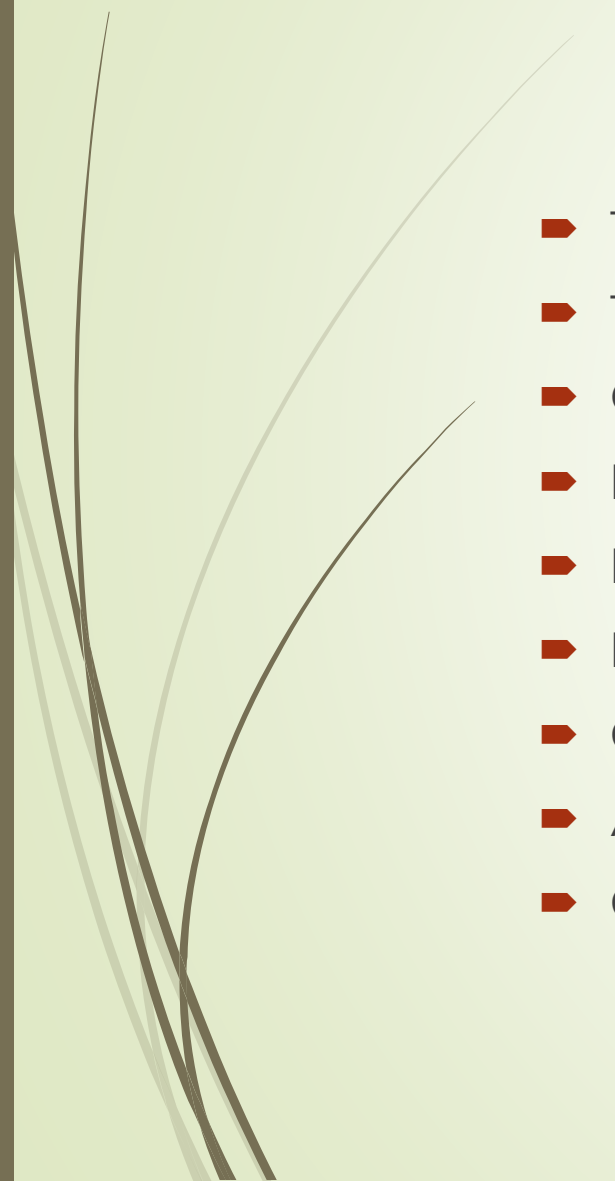


PROJECT PLANNING GROUP WORK

RELOCATION OF SUNSHINE CLOTHING STORE TO KENSINGTON

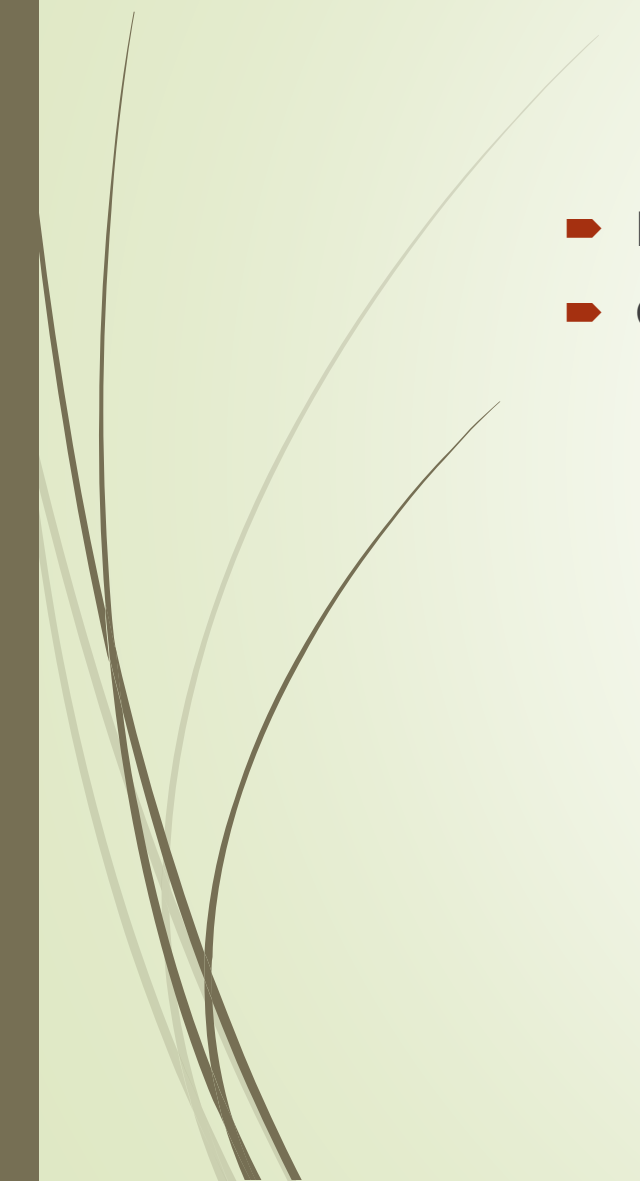


THE PROJECT!

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- The Project title
 - The Background
 - Objectives
 - Project Scope
 - Exclusions from the scope
 - Deliverables
 - Constraints
 - Assumptions
 - Cost and Timescale



THE PROJECT! CONT'D

- Risk Analysis
 - Cost Benefit Analysis
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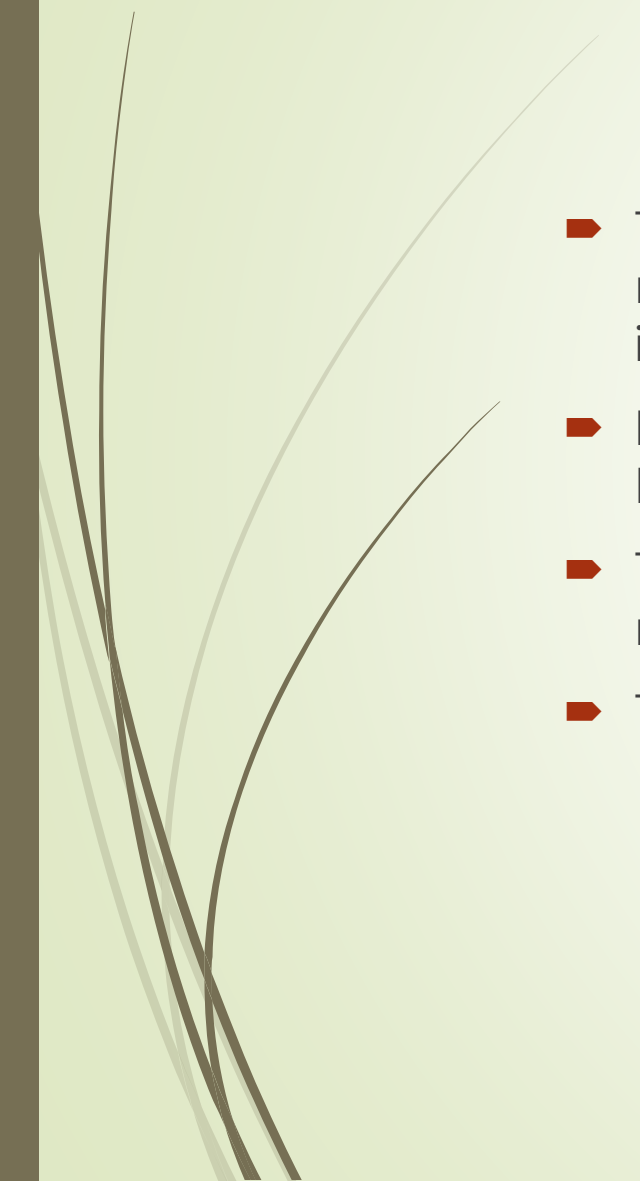


THE BACKGROUND

- The Sunshine clothing is growing bigger in a small and limited space. There is the need to move the shop to a new location with a larger space.



OBJECTIVES



- The main objective is to get the store ready for the Christmas sales. Will be measured by the store opening at the time proposed and everything being in place by the 11th of December.
- Increase the number of customers to 50% within the next three months. Will be measured by comparing customer figures month by month.
- To drive up sales and increase the profits by over 50%. Will be measured by monitoring sales figures month by month.
- To close the old store by the 9th of December

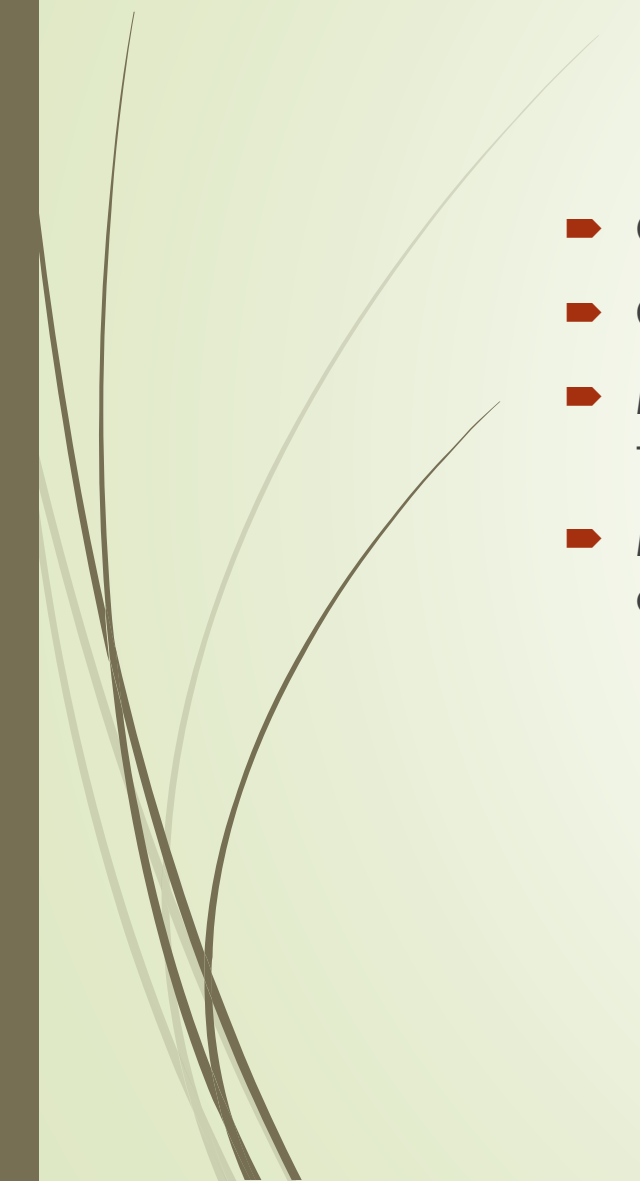


PROJECT SCOPE AND EXCLUSIONS FROM THE SCOPE

- All stakeholders including the employees of Sunshine clothing shop
- Pregnant women and everyone on sick leave will be excluded



DELIVERABLES



- Opening of the new store by 11th of December.
- Closing of the old store by the 9th of December.
- Monthly customer figures update presented to the Senior management team by the customer service manager.(30th monthly)
- Monthly sales figures presented to the Director of Finance by the Account's departmental head.(30th monthly)



CONSTRAINTS



- The completion date will depend on how the date construction and the decoration of the shop floor is completed.



ASSUMPTIONS

- The old store will continue running in the case where the completion date is not possible.



COST AND TIMESCALE

- The new store is expected to be ready for launch for Christmas sales within 3 months at an estimated cost of £1.2m



RISK ANALYSIS

Risk Identification

- Moving equipment and stocks from the old store to the new one.
- Installation of equipment and software.
- Health and safety on site whilst work is being carried out.

Risk prevention

- Use proper and sturdy vehicles whilst transferring equipment and stocks.
- Make sure that all due care is taken by professionals who would install the equipment and software.
- Train all staff and site workers on health and safety regulations to avoid any accidents on site.



RISK ANALYSIS CONT'D

Risk Monitoring

- The project Manager in conjunction with all heads of departments will be expected to monitor the movement of equipment from one store to the other.
- The IT manager will also monitor the installation of all software and computers in the new store.



COST BENEFIT ANALYSIS

- Total costs = 1.2M
- Total Benefit = 2.5M
- Cost Benefit ratio is about 1.25



PROJECT CLOSURE

- The project will be deemed closed once the new store is up and running.
- When the old store is closed and moved out of finally.