



The JLES Adoption Management System: An Alternative Efficient Solution

AN A - Z OF KEY CONSIDERATIONS

(House Builder Version)

SHEET 1:

SUMMARY SCHEDULE



The UK's leading Road, Sewer and Public Open Space Adoption Specialists



.....Ensuring Our Client Needs Become A Priority

No Initial Fees	Fixed Cost	Performance Driven	Efficient	Focussed	Multi Resourced
Flexible	Proven Track Record	Networked	Client Updates	Relevant	Leading Specialists





A. Minimise Initial Capital Outlay & Associated Risk Of Appointing Full Time Member Of Staff

As the JLES adoption management system requires no initial engagement fee to be paid, our clients need have no concern with regards to whether they are making the correct decision and eradicates costly recruitment agency, `finders fees` from having to be paid.



B. Sustain 100% Complete Control Of Project Spending & Transfer The Risk

All operations without exception completed by JLES are done so on a fixed fee basis advised of prior to any associated costs being incurred. This allows clients absolute protection from ever incurring additional, unforeseen or time based costs once an order or instruction has been given.



C. We Put Our Money Where Our Mouth Is! – Key Milestone Achievements

All JLES operations are completed on a fixed fee basis, with a client beneficial key milestone achievement (KMA) pre identified and volunteered as the invoice trigger point.

The KMA / Invoice point scheme introduces a clear commercial driver and incentive for JLES to perform to optimum ability on all operations. This eradicates the possibility of JLES clients ever incurring any costs until definite progress has been achieved and can be evidenced and verified independently (e.g. adopting authority sign off)



D. Fixed Lump Sum Guaranteed Adoption Cost

Upon completion of the essential stage 2 investigation works JLES are able to provide a Fixed All Risk quotation to complete ALL required works and guarantee adoption of a site.



E. Pass On The Hassle Factor & Increase Efficiency

Appointing JLES allows our clients to improve their overall efficiency, as in our capacity as a third party we take on the `hassle factor` associated with managing and pursuing the adoption of a site.



F. Avoid Unnecessary Increase In Overheads

JLES does not operate any form of retainer scheme. All our fees are directly attributable to a scheme with no indirect overheads associated with internal resources e.g. PAYE, Payroll Processing, Employers National Insurance Contributions, Company Car Costs / Car Allowance, Share Schemes, Bonus Payments, Pension Contributions, Etc.

A client will only ever pay for our service once the associated operation/requirement has been completely satisfied.



**G. No Impact On Potential Future Employee Associated Statutory Liabilities**

As we are independent of our clients, they are not liable for statutory costs such as holiday pay, sickness, redundancy etc. associated with directly employed resources.

**H. Dedicated Adoption Engineers With No Distractions**

Benefit from immediate access to key expertise; JLES adoption project engineers are solely dedicated to resolving road, sewer & public open space adoption issues which has proven key to our success in becoming the UK's leading specialist in this field.

**I. Sustain Your Businesses Core Function Focus**

JLES removes unnecessary dilution and enables its clients to focus their 'in house' technical and engineering resource on the primary core function of the business; production

**J. Improve The Priority Rating Of Your Adoptions**

Once a scheme is placed in our management the scheme instantly benefits as its priority rating instantly switches from relatively low level within our clients organisation to JLES top priority.

**K. Instant Increase of Engineering Technical Capabilities**

Utilisation of JLES provides a quick, simple and hassle free method of our clients extending their technical or engineering capabilities.

**L. Not Individual Dependent**

JLES is a structured group of companies with regional, project adoption teams, ensuring someone is available and capable of handling your needs at all times.

**M. Benefit From Our Extensive and Flexible Resources**

We are able to offer maximum flexibility according to our client's brief and can increase or decrease resources applied at any point of time. We do not require a minimum workload per set period nor have set specific contracted hours in which we require utilisation.

**N. Impeccable Performance Track Record**

JLES is an established and leading entity in the niche field of adoptions, and we are able to provide an extensive range of diverse client testimonials reinforcing our ability to perform.



**O. Continued Success Proving Our Ability To Perform**

JLES boasts excellent levels of client retention; our continued existence and growth is based on our ability to deliver our promise and realize the adoption of schemes in optimum time.

**P. Externally Recognised & Commended**

JLES has numerous external high level accreditations and have won several awards validating that we are an organization with whom our clients can confidently associate themselves in the knowledge that our practices, procedures and methodologies are of the highest level.

**Q. Benefit From Our Extensive Adopting Authority Contacts & Enhanced Relations**

JLES invests significant time and resources in establishing and developing relations with adoption critical organisations. This allows our clients to benefit from our relations which enables us to streamline the progress of a project. We know to who to speak with to make things happen and are sensitive to the various adopting authorities differing unique procedures and protocol.

Our significant established relations in the adoptions market often means we are able to complete operations more efficiently than if dealt with by a client direct.

**R. Benefit From Specialist, Local Contractor Database & Preferential Rates**

JLES has an extensive database of local and specialist vetted contractors that are able to work under our comprehensive management who may not ordinarily match our clients' comprehensive insurance and general qualification requirements.

**S. Links With UK Bond Providers**

JLES works on behalf of, and has high level links with, the Major UK road & sewer bond providers such as NHBC, HCC International, Commercial Banking Service Providers, Etc.

This allows us to obtain quick and accurate bond information for our clients and where required we can co-ordinate and confirm bond reductions / cancellations where required.

**T. Regular Detailed Project Progress Update Reports**

We address any communication concerns by ensuring all clients receive bi weekly updates. Additionally JLES will happily attend or chair client periodic update meetings to present and discuss project specifics and general strategies.





U. Full Project Programs & Target Durations

Prior to undertaking any works JLES always provide an estimated projected duration of when the Key Milestone Achievement will be realised which is constantly reviewed. This allows our clients to accurately anticipate adoption completion dates and assess performance.



V. We Have The Right `Tools` For The Job

JLES are the perfect and appropriate solution and prevent our clients from trying to fill round holes with square pegs. This is often the case when assigning existing staff or recruiting part qualified individuals to address a house builders adoption concerns / obligations.



W. We Understand Your Needs

Many JLES staff are able to boast extensive firsthand recent experience working within a commercial house building business. This enables us to relate, understand and effectively respond to our client needs in a compatible effective manner.



X. Fully Documented & Keen Attention To Detail

As an external resource we understand the requirement to, at any time, be able to provide information and evidence as proof of our efforts and achievements to a client. In order to ensure that we can best represent our client, all adopting authority liaisons, agreements and meetings are `backed up` with confirmation documentation (e-mail / letter) and filed at all times.



Y. Independent Status Allowing Easy Dispute Resolution

All our reports and comments where relevant will aim at ascertaining and stating the cause of an issue and apportion the responsibility accordingly.

As we are well respected in our specialist field and a completely independent entity our comments and recommendations can justifiably be used to withhold or spend existing retentions without the fear of lengthy arbitration if / where the original contractor is deemed to be responsible and not demonstrating a willingness to complete the works.



Z. We Have a Reputation To Protect

We are the UK's leading adoption specialists and committed to performing for our clients. We realise this is integral to sustaining repeat custom which is essential for the future success of our business. We put our clients interests first at all times in the hope of forming long lasting mutually, beneficial relations.



SHEET 6:**ADDITIONAL JLES SUPPORTING DOCUMENTS**

Below is a schedule of additional documentation that can be provided upon request to further support some of the statements made within this factsheet:

REFER TO FACT(S)	DOCUMENT DESCRIPTION
A,B,C	Example Stage 1 – Initial Update
A,B,C	The JLES Charter
A,B,C,D	Example Works Schedule Valuation / Bespoke Works Quotation <i>Demonstrating Pre Identified KMA & Target Duration</i>
A,B,C,D	Example Client Invoice <i>Including Attached Verification Documents</i>
C	JLES Adoption Operations: Key Milestone Achievement Schedule
E	The JLES Adoption Management Process Flow Chart (<i>Power Point Presentation Slide Extract</i>)
H,I	Internal Engineer Duties Illustration (<i>Power Point Presentation Slide Extract</i>)
N,Q	Local Authority JLES Testimonials
N,Q	Water Company JLES Testimonials
N	House builder Client JLES Testimonials
N	Housing Association Client JLES Testimonials
N	Bespoke Client JLES Testimonials
O,U,X	Example Post Adoption Project Performance Summary Sheet
O,U	Example Completed Client Feedback Questionnaire
P	ISO9001 Certification
P	ISO14001 Certification
P	OHSAS18001 Certification
P	Constructionline Certification
P	CHAS Certification
P	Investor In People Certification
P	Contract Journal Best Places to Work 2008 – Highly Commended Certification
P	Contract Journal Best Places to Work 2009 – Winners Certification
P	Construction Industry Hard Hat Awards; Consultancy Of The Year, Shortlisted Confirmation Logo
T,U	Example Client Update
V,W	Schedule of JLES staff Experience and Qualifications

