



Integrated Project Manager
A CAMMS SOLUTION

Change Request Report

City of Atlantis

Project: PR-1 Footpath Construction

Change: Deviation from Baseline Project Completion Date

Print Date: 19-Feb-2020

CHANGE REQUEST SUMMARY

Project Name:	PR-1 Footpath Construction
Change Name:	Deviation from Baseline Project Completion Date
Description:	Delays in delivery from a group of contractors has impact our ability to drive progress aligned to our critical path.
Reason for Change:	To formally recognise and account for the additional time.
Change Impacted Area:	Initiation : Project Details Planning : Project Schedule
Comments:	

■ **New**
■ **Modified**
■ **Deleted**

Phase One : Project Details

Project Details

	<i>After</i>	<i>Before</i>
Has Parent?	Independent Project	Child Project
Project Type:	Program	Capital Works
Project Title:	Footpath Construction	Footpath Construction
Portfolio:	Building Health & Property Services	Building Health & Property Services
Project Code:	PR-1 [CR-1]	PR-1
Description:	Construction of a Footpath with the Council area to help the community and increase access ways for foot traffic from key arterial roads, bus stations and train stops. This is envisaged to help local businesses in the area as well which will help deliver economic benefits to the community.	Footpaths play a vital role within communities. They provide a means of access within urban areas to facilities and services and promote greater health and wellbeing. Having identified the need for a strategy to guide the design, location and prioritization of footpath projects, council adopted the original project on 5/2/2018
Project Owner:	Joe Smith - Manager, Planning and Amenity	Joe Smith - Manager, Planning and Amenity
Submitted By:	Jenny Smith - Manager	Jenny Smith - Manager
Project Sponsor:	Jennifer Rance - Officer	Jennifer Rance - Officer
Timeframe:	Jul 1 2018 - Jun 30 2020	Jul 1 2018 - Jun 30 2020
Revised Start Date:		
Revised End Date:		
Councillor Interest:	False	False
Asset:	Plant & Equipment - Pavements	Plant & Equipment - Pavements












*After**Before*










Achievements this period :	<p>The purpose of this project is to assist project managers with understanding the information required to be included and updated in order for the monthly PSR to be considered as thorough and adequate.</p> <p>This includes general information added to all commentary fields in the schedule, and updating actions taken in their issues and risk registers. Dates and regular details need to be included and updated (as they occur) which will enable the PSR to be a detailed and accurate account of project progress.</p> <p>Including detailed information on a regular basis will assist the project managers as they will be able to refer to this information when updating the "achievements last period" section of the PSR.</p>	<p>The purpose of this project is to assist project managers with understanding the information required to be included and updated in order for the monthly PSR to be considered as thorough and adequate.</p> <p>This includes general information added to all commentary fields in the schedule, and updating actions taken in their issues and risk registers. Dates and regular details need to be included and updated (as they occur) which will enable the PSR to be a detailed and accurate account of project progress.</p> <p>Including detailed information on a regular basis will assist the project managers as they will be able to refer to this information when updating the "achievements last period" section of the PSR.</p>
Major risks & issues :	Identified risks and issues have been investigated and mitigation controls have been put in place	Identified risks and issues have been investigated and mitigation controls have been put in place

Phase One : Project Schedule

After

	Start	Finish
Timeframe:	01-Jul-2018	30-Jun-2020
















ID	Task	Start Date	Finish Date	Responsible Person	Duration	%	Status	Predecessors	
1	Feasibility Study	01-Jan-2019	24-Apr-2019	Jack Watts	81	49	In Progress		 RED
2	Initiate feasibility study on social impacts	01-Jan-2019	14-Feb-2019	Amy Stevens,Carlene James,Faye Stanley,Jack Watts,Jason Gardner,Jennifer Rance,Jenny Doe,Joe Smith,John Doe,Mary Jane	32	97	In Progress		 GREEN
3	Review pedestrian safety regulations	01-Jan-2019	27-Feb-2019	David Murray,Jack Watts,Joe Smith,Karen Miller,Mary Jane	41	76	In Progress		 AMBER
4	Determine environmental impact (vegetation removal)	27-Feb-2019	15-Apr-2019	Amy Stevens,Jack Watts,Joe Smith,Nathan Roberts	33	23	In Progress	3	 RED
5	Submit to Board	15-Apr-2019	24-Apr-2019	Joe Smith	7	0	Not Started	4	 RED
6	Council Approval	24-Apr-2019	01-May-2019	Jack Watts	5	65	In Progress		 RED
7	Obtain Council approval	24-Apr-2019	01-May-2019	Jack Watts	5	65	In Progress	5	 RED
8	Plant and Equipment Bookings	01-May-2019	10-Jun-2019	Jason Gardner	28	25	In Progress		 RED
9	Reserve plant and equipment required	01-May-2019	10-Jun-2019	Amy Stevens,Carlene James	28	25	In Progress	7	 RED
10	Andersons Creek Road	10-Jun-2019	21-Aug-2019	Jenny Doe	52	0	Not Started		 RED
11	Publish road works and closure schedule	10-Jun-2019	30-Jul-2019	Faye Stanley	36	0	Not Started	9	 RED

ID	Task	Start Date	Finish Date	Responsible Person	Duration	%	Status	Predecessors	
12	Place required signage	30-Jul-2019	06-Aug-2019	Jack Watts	5	0	Not Started	11	 RED
13	Construction of footpath	06-Aug-2019	21-Aug-2019	Catherine Allan	11	0	Not Started	12	 RED
14	Heidelberg & Newmans Road	21-Aug-2019	10-Dec-2019	Jennifer Rance	79	0	Not Started		 RED
15	Publish road works and closure schedule	21-Aug-2019	23-Aug-2019	Catherine Allan	2	0	Not Started	13	 RED
16	Place required signage	23-Aug-2019	05-Sep-2019	Catherine Allan	9	0	Not Started	15	 RED
17	Construction of footpath	05-Sep-2019	10-Dec-2019	Amy Stevens,Carlene James,Catherine Allan,David Murray,Faye Stanley,Jack Watts,Jason Gardner,Jennifer Rance,Jenny Doe	68	0	Not Started	16	 RED
18	Post Implementation Review	10-Dec-2019	24-Dec-2019	Jack Watts,Joe Smith,Monica Harris,Nathan Roberts	10	0	Not Started		 RED
19	Conduct community satisfaction survey	10-Dec-2019	17-Dec-2019	David Murray	5	0	Not Started	17	 RED
20	Table results at Council meeting test	17-Dec-2019	24-Dec-2019	David Murray	5	0	Not Started	19	 RED

Before

	Start	Finish
Timeframe:	01-Jul-2018	30-Jun-2020

ID	Task	Start Date	Finish Date	Responsible Person	Duration	%	Status	Predecessors	
1	Feasibility Study	01-Jan-2019	23-Jul-2019	Jack Watts	145	49	In Progress		 RED

ID	Task	Start Date	Finish Date	Responsible Person	Duration	%	Status	Predecessors	
2	Initiate feasibility study on social impacts	01-Jan-2019	08-Jan-2019	Amy Stevens,Carlene James,Faye Stanley,Jack Watts,Jason Gardner,Jennifer Rance,Jenny Doe,Joe Smith,John Doe,Mary Jane	5	97	In Progress		 GREEN
3	Review pedestrian safety regulations	24-Jun-2019	09-Jul-2019	David Murray,Jack Watts,Joe Smith,Karen Miller,Mary Jane	11	76	In Progress		 AMBER
4	Determine environmental impact (vegetation removal)	09-Jul-2019	12-Jul-2019	Jack Watts,Joe Smith,Nathan Roberts	3	23	In Progress	3	 RED
5	Submit to Board	12-Jul-2019	23-Jul-2019	Faye Stanley,Joe Smith	7	0	Not Started	4	 RED
6	Council Approval	23-Jul-2019	30-Jul-2019	Jack Watts	5	65	In Progress		 RED
7	Obtain Council approval	23-Jul-2019	30-Jul-2019	Jack Watts	5	65	In Progress	5	 RED
8	Plant and Equipment Bookings	30-Jul-2019	13-Aug-2019	Jason Gardner	10	25	In Progress		 RED
9	Reserve plant and equipment required	30-Jul-2019	13-Aug-2019	Amy Stevens,Carlene James	10	25	In Progress	7	 RED
10	Andersons Creek Road	13-Aug-2019	03-Sep-2019	Jenny Doe	15	0	Not Started		 RED
11	Publish road works and closure schedule	13-Aug-2019	27-Aug-2019	Faye Stanley	10	0	Not Started	9	 RED
12	Place required signage	27-Aug-2019	03-Sep-2019	Jack Watts	5	0	Not Started	11	 RED
13	Construction of footpath	03-Sep-2019	03-Sep-2019	Catherine Allan	0	0	Not Started	12	 RED
14	Heidelberg & Newmans Road	03-Sep-2019	30-Sep-2019	Jennifer Rance	19	0	Not Started		 RED
15	Publish road works and closure schedule	03-Sep-2019	03-Sep-2019	Catherine Allan	0	0	Not Started	13	 RED
16	Place required signage	05-Sep-2019	12-Sep-2019	Catherine Allan	5	0	Not Started	15	 RED

ID	Task	Start Date	Finish Date	Responsible Person	Duration	%	Status	Predecessors	
17	Construction of footpath	12-Sep-2019	30-Sep-2019	Amy Stevens,Carlene James,Catherine Allan,David Murray,Faye Stanley,Jack Watts,Jason Gardner,Jennifer Rance,Jenny Doe	12	0	Not Started	16	 RED
18	Post Implementation Review	30-Sep-2019	14-Oct-2019	Jack Watts,Joe Smith,Monica Harris,Nathan Roberts	10	0	Not Started		 RED
19	Conduct community satisfaction survey	30-Sep-2019	30-Sep-2019	David Murray,Jack Watts	0	0	Not Started	17	 RED
20	Table results at Council meeting test	07-Oct-2019	14-Oct-2019	David Murray	5	0	Not Started	19	 RED