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City of
Joondalup**FNM2054 / FNM2070 / PEP2707 / PEP2030 - WHITFORDS NODES HEALTH AND WELLBEING HUB**

Project Description	To construct a Health and Wellbeing Hub with regional playspace, fitness area, running tracks, hard landscaping, site furniture, entry signage, site signage, landscaping, vendor bays, CCTV and stairway with lookout at Whitfords Nodes Park, Hillarys.		
Project Manager	Coordinator Projects and Conservation	Project Sponsor	Manager Services Operation
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<ul style="list-style-type: none"> Commencement of tender package preparation for park upgrade and playspace RFQ for Engineering Design Consultancy awarded and design work commencement 		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	15 %
Percentage of Construction	0 %
Multi Year Project	YES
Total Project Budget	\$1,669,407

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY			
DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve)	\$922,775	Total Current Year Budget	\$0
Revised Budget Funding – Income (Grant / Contribution)	\$719,266	Expenditure to Date	\$0
Total Current Year Revised Budget	\$1,642,041	Balance	\$0
Year to Date Revised Budget (Phasing)	\$48,500		
Expenditure to Date	\$41,900		
Balance*	\$1,600,141		

* Balance equals Total Current Year Budget – Expenditure to Date



TASK/MILESTONE BREAKDOWN					
<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
STAIRWAY AND LOOKOUT					
Concept Design Development	Feb 2017	Sep 2017		Dec 2017	
Public Consultation	Oct 2017	Jan 2018		Feb 2018	
Public consultation outcome review and report to Council	Feb 2018	Feb 2018		Feb 2018	
Community Sport Infrastructure Funding Application and Grant	Aug 2018	Mar 2019			
RFQ (for Engineering Design Consultancy)	Sep 2018	Jan 2019		Jan 2019	
Engineering Detailed Design	Nov 2018	Apr 2019			
RFT (for Construction)	Feb 2019	Aug 2019			
Manufacturing	Jun 2019	Oct 2019			
Construction	Aug 2019	Dec 2019			
REGIONAL PLAYSPACE					
Concept Design	Feb 2018	Mar 2018		Mar 2018	
Detailed Design	Apr 2018	Jul 2018		Jul 2018	
Lotterywest Funding Application	Mar 2018	Dec 2018			
Procurement Process (RFT)	Aug 2018	Jun 2019			
Manufacturing	Feb 2019	Aug 2019			
Construction	Apr 2019	Nov 2019			



WHITFORDS NODES PARK UPGRADE (FITNESS EQUIPMENT, RUNNING TRACKS, HARD LANDSCAPING, SITE FURNITURE, ENTRY SIGNAGE, SITE SIGNAGE, LANDSCAPING, VENDOR BAYS, CCTV)

Concept Design	Jun 2018	Jun 2018		Jun 2018	
Detailed Design	Jul 2018	Feb 2019			
Lotterywest Funding Application	Mar 2018	Dec 2018			
Procurement Process (RFT)	Sep 2018	Jun 2019			
Manufacturing	Feb 2019	Aug 2019			
Construction	Apr 2019	Nov 2019			

LIGHTING

Design	Apr 2017	Feb 2018		Feb 2018	
Procurement Process	Dec 2017	Jun 2018		Jun 2018	
Manufacturing	Mar 2018	Jun 2018		Jun 2018	
Construction	May 2018	Jun 2018		Jul 2018	

KEY TASKS FOR NEXT MONTH

Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
<ul style="list-style-type: none"> Continue stairway detailed design. Preparation of RFQ's for park upgrade and playspace. 	Medium	None	Landscape Architect Senior Landscape Architect



RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Delays in grant funding approval	Unlikely	Minor	Low	Not applicable	Coordinator Natural Areas and Capital Works Projects
Grant funding application unsuccessful	Unlikely	Medium	Moderate	Not applicable	Coordinator Natural Areas and Capital Works Projects

Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)

December 2018

- Lotterywest grant awarded.
- RFQ for Engineering Design Consultancy assessed .

November 2018

- RFQ for Engineering Design Consultancy resubmitted to a wider field of consultants.
- Awaiting outcome of grant application.

October 2018

- RFQ for Engineering Design Consultancy resulted in one over-estimate response.
- No award can be made at this point as grant funding still awaiting outcome, therefore decision to repeat RFQ to a wider field in November.

September 2018

- Awaiting outcome of grant funding submitted to Lotterywest.
- Stairway RFQ document drafting for Engineering Design continued.
- Detailed design of park upgrade completed as far as possible prior to grant budget confirmation.

August 2018

- Awaiting outcome of Grant funding submitted to Lotterywest.
- Stairway RFT document drafting for design-construct contract discontinued.
- Stairway RFQ document drafting for Engineering Design commenced.
- Detailed Design of park upgrade continued.



July 2018

- Awaiting outcome of Grant funding submitted to Lotterywest.
- Stairway RFT document drafting commenced.
- Detailed Design of playspace completed.
- Detailed Design of park upgrade commenced.
- Construction of lighting to carpark completed.

June 2018

- Awaiting outcome of grant funding submitted to Lotterywest.

May 2018

- Grant funding application submitted to Lotterywest.

April 2018

- Grant funding application amended following feedback received from LotterysWest.

March 2018

- Grant funding application prepared.

February 2018

- Outcomes of community engagement considered by Council.
- Grant funding application process commenced.

January 2018

- Community engagement data analysed and report regarding the outcomes of community engagement drafted for 20 February 2018 Council Meeting.

December 2017

- Community engagement concluded on 11 December 2017.

November 2017

- Community engagement commenced on 20 November 2017.

October 2017

- Continued development of community consultation documentation.

September 2017

- Continued development of community consultation documentation.
- Presentation to Elected Members.

August 2017

- Completed concept design.
- Continued development of community consultation documentation.
- Continued development of strategy presentation for Elected Members.

July 2017

- Review and selection of preferred concept design.
- Received WAPC support for project.



FPN2240 – BURNS BEACH TO MINDARIE DUAL USE PATH

Project Description	The Burns Beach to Mindarie dual use path (DUP) is a joint project with the City of Wanneroo and the State Government being delivered by the City of Joondalup. The works involve construction of a DUP in accordance with the Department of Transport/ WALGA draft shared path design technical guidelines. The DUP will tie in to the existing Burns Beach shared path in the south and the proposed shared path at the Catalina estate in Mindarie to the north. Collaboration with PEET and Catalina Estate is required for tie in points at the development boundaries. This is a multi-year project funded by the State Government and the Cities of Wanneroo and Joondalup.		
Project Manager	Project Engineer	Project Sponsor	Manager Infrastructure Management Services
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<ul style="list-style-type: none"> Construction tender opened on 19 January 2019 until 19 February 2019. Tender briefing meeting held onsite with contractors. Site assessment carried out by bushfire management consultant. Section 18 consent received. Continued liaison with Tamala Park Regional Council. 		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	45 %
Percentage of Construction	0 %

Multi Year Project	YES
Total Project Budget	\$2,800,000

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY			
DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve/Trust)	\$2,280,000	Total Current Year Budget	\$0
Budget Funding – Income (Grant / Contribution)	\$450,000	Expenditure to Date	\$0
Total Current Year Revised Budget	\$2,730,000	Balance	\$0
Year to Date Revised Budget (Phasing)	\$69,661		
Expenditure to Date	\$61,757		
Balance*	\$2,668,243		

* Balance equals Total Current Year Budget – Expenditure to Date



TASK/MILESTONE BREAKDOWN

<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Preproject mandate	Feb 2017	Jul 2017		Jul 2017	
Project management plan	Sep 2017	Feb 2018	Apr 2018	Apr 2018	
Approvals	Oct 2017	Feb 2019			
Concept design	Nov 2017	Jun 2018		Feb 2017	
Detailed design	May 2018	Sep 2018		Dec 2018	
Procurement	Sep 2018	Apr 2019			
Construction	Jun 2019	Dec 2019			

KEY TASKS FOR NEXT MONTH

Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
Close and evaluate tender submissions.	High	NA	Project Manager
Works with consultant to prepare Bushfire Management Plan.	Low	Project sponsor	Project Manager
Provide information and support to City of Wanneroo officers responsible for clearing permit application.	High	NA	Project Manager
Discuss offset proposals with stakeholders.	High	Director Infrastructure Services, Project Sponsor	Project Manager
Continue liaising with Tamala Park Regional Council for tie in points and scheduling.	Medium	City of Wanneroo, Director Infrastructure Services, Manager Infrastructure Management Services	Project Manager
Continue liaising with PEET for tie in points and scheduling.	Medium	Planning Services	Project Manager



RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Lack of agreement on tie in points from developers delays procurement of detailed design.	Unlikely	Minor	Low	NA	Project Manager
Offset proposals do not fit in the project budget.	Possible	Medium	Moderate	NA	Project Manager

Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)

December 2018

- Detailed design completed.
- Consultant appointed to prepare bushfire management plan.
- Offset proposals discussed with CoW and DWER.
- Tender documentation prepared for review.
- Extension of time provided by WAPC to 31 December 2019.

November 2018

- Pavement designs received.
- Completed review process including safety in design.
- Environmental Impact Assessment was submitted to DWER.
- Conducted a site visit with DWER.
- Reviewed development application submitted by PEET.
- Engaged Borrell Associates to provide a cost estimate.
- RFQ for bushfire management consultants issued.

October 2018

- Flora and fauna survey completed.
- Clearing permit application submitted.
- Section 18 application submitted.
- Reviewed design with WAPC, CoW and CoJ stakeholders.
- Commissioned JDSi to design rigid and flexible pavement options.



September 2018

- Consultant progressed design to 95%.
- Met on site with Traditional Owners for support to align the path through the waugal. In principle support provided.
- Met with CoW officers for updates and to progress clearing permit application. Flora survey completed by AECOM.
- Met with PEET to discuss potential tie in point and construction timelines.

August 2018

- JDSi progressed the detailed design with input from City officers.
- A meeting was held with CoW and Tamala Park Regional Council to determine a tie in point for the path at Mindarie.
- A meeting was held with Dowsing concrete to determine the feasibility of constructing the path with concrete.
- Clearing permit application was progressed by CoW with assistance from CoJ officers.
- A preliminary meeting was held with CoJ community engagement experts to determine an engagement plan.

July 2018

- Project management plan was revised for 2018-19.
- Detailed design was progressed by JDSi with input from the City.
- Continued liaison with PEET and Tamala Park RC for agreement on tie in points.

June 2018

- Two alignment options were developed with one going through the Aboriginal heritage site and the second adjacent to it. Additional survey was completed for both options.
- Joe Dortch of Dortch & Cuthbert was engaged to progress consultations with Aboriginal heritage stakeholders.
- JDSi consulting engineers was engaged to complete the detailed design of the path.

May 2018

- Officers met with SWALSC to understand their position on aligning the path through the Mindarie Waugal. The response was not positive so the City is investigating alternative options.
- Meetings were held between CoJ and CoW officers to progress the clearing permit process and to discuss post construction environmental rehabilitation. This included a meeting on site.
- Quotes were sought from consultants for the detailed design of the path. A site walkthrough was held with interested consultants to discuss the requirements of the project.
- Agreement appears to have been reached with PEET over the tie in point at Burns Beach. There were issues regarding the coastal erosion lines however a compromise has been found.



April 2018

- Project Management plan was approved.
- Draft alignment completed internally.
- Meeting with PEET to determine schedule and tie in point at Burns Beach.
- Additional survey completed.
- Prepared RFQ for detailed design.

Pre April 2018

- Pre project mandate prepared and approved.
- Project management plan prepared and approved.
- Alignment options reviewed and preferred route chosen.
- Survey along preferred route completed.
- Concept completed.
- Typical cross section completed including path width and fencing.
- Liaison with Department of Aboriginal Affairs to understand the approvals process.
- Liaison with City of Wanneroo and Joondalup environmental officers for information on clearing permit process.



MPP2063 - PERCY DOYLE TENNIS CLUBROOMS REFURBISHMENT

Project Description	The refurbishment of the Percy Doyle Tennis Clubrooms project including: <ul style="list-style-type: none"> • Bar refurbishment • Players area and foyer refurbishment • Installation of bi-fold doors to players area • Minor toilet / changeroom refurbishment • Paving around clubrooms 		
Project Manager	Manager Asset Management	Project Sponsor	Director Infrastructure Services
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	Project completed.		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	100 %
Percentage of Construction	100 %

Multi Year Project	YES
Total Project Budget	\$615,400

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY

DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve)	\$155,043	Total Current Year Budget	\$0
Revised Budget Funding – Income (Grant / Contribution)	\$9,957	Expenditure to Date	\$0
Total Current Year Revised Budget	\$165,000	Balance	\$0
Year to Date Revised Budget (Phasing)	\$165,000		
Expenditure to Date	\$163,071		
Balance*	\$1,928		

* Balance equals Total Current Year Budget – Expenditure to Date



BI-MONTHLY PROJECT STATUS REPORT Percy Doyle Tennis Clubrooms Refurbishment

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TASK/MILESTONE BREAKDOWN

<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Complete detailed design and tender documentation	Jul 2017	Dec 2017		Dec 2017	
Advertise tender	Jan 2018	Jan 2018	Feb 2018		
Tender evaluation	Jan 2018	Feb 2018	Mar 2018	Mar 2018	
Appointment of builder	Mar 2018	Mar 2018	Apr 2018	Apr 2018	
Construction	Apr 2018	Sep 2018		Sep 2018	
Practical completion	Sep 2018	Sep 2018		Sep 2018	
Handover	Oct 2018	Oct 2018	Sep 2018	Sep 2018	

KEY TASKS FOR NEXT MONTH

Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
Nil			

RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Nil					



BI-MONTHLY PROJECT STATUS REPORT

Percy Doyle Tennis Clubrooms Refurbishment

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Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)

September 2018

- Construction completed.
- Handover to Club.

August 2018

Construction continued, including:

- Installation of paving.
- Stormwater management installations.

July 2018

Construction continued, including:

- Joinery completed.
- Lighting installed.
- Tiling in lobby completed.

June 2018

Construction continued, including:

- Framing and sheeting.
- Painting commenced.

May 2018

Construction commenced, including:

- Demolition of internal walls (store, bar and foyer) and external walls (players area).
- Construction of new internal and external walls.
- Changeroom retiling completed.
- Installation of bi-fold doors and windows.
- Electrical and hydraulic fitout.

April 2018

- Tender awarded to Geared Construction.
- Building permit issued.
- Construction commenced 30 April 2018.

March 2018

- Evaluation of submissions completed.

February 2018

- Tender advertised.
- Evaluation of submissions commenced.



January 2018

- Tender documentation finalised.

December 2017

- Finalised tender documentation (detailed design).

September - November 2017

- Continued preparation of tender documentation (detailed design).

August 2017

- Agreed on minor design adjustments with Sorrento Tennis Club.
- Commenced preparation of tender documentation (detailed design).

July 2017

- Continued detailed design.



MPP2063 – PERCY DOYLE SORRENTO BOWLING CLUBROOMS REFURBISHMENT

Project Description	Refurbishment and extension works to Sorrento Bowling Clubrooms in Percy Doyle Reserve, including the construction of a new office and meeting room, security system upgrade, verandah extension and power upgrade.		
Project Manager	Sheree Edmondson	Project Sponsor	Nico Claassen
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<ul style="list-style-type: none"> Detailed design completed. Tender documentation finalised in preparation for advertising. 		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	40 %
Percentage of Construction	0 %

Multi Year Project	YES
Total Project Budget	\$306,000

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY			
DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Budget Funding – City (Municipal / Reserve)	\$134,414	Total Current Year Budget	\$0
Budget Funding – Income (Grant / Contribution)	\$20,000	Expenditure to Date	\$0
Total Current Year Revised Budget	\$154,414	Balance	\$0
Year to Date Revised Budget (Phasing)	\$25,868		
Expenditure to Date	\$8,961		
Balance*	\$145,453		

* Balance equals Total Current Year Budget – Expenditure to Date



BI-MONTHLY PROJECT STATUS REPORT

Percy Doyle Sorrento Bowling Clubrooms Refurbishment

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TASK/MILESTONE BREAKDOWN

<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Complete detailed design and tender documentation	Apr 2018	Jan 2019		Jan 2019	
Advertise tender	Feb 2019	Feb 2019			
Tender evaluation	Mar 2019	Mar 2019			
Appointment of builder	Apr 2019	Apr 2019			
Construction	Apr 2019	Jul 2019			
Practical completion	Jul 2019	Jul 2019			
Handover	Aug 2019	Aug 2019			

KEY TASKS FOR NEXT MONTH

Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
<ul style="list-style-type: none"> Advertise tender. Commence tender evaluation process. 	High	N/A	Project Manager

RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Tender process delayed.	Unlikely	Medium	Low	N/A	Project Manager

Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)

July – Dec 2018

- Detailed design commenced.



PDP2117 – JUNIPER PARK LANDSCAPE MASTER PLAN

Project Description	Upgrade the existing irrigation system to ensure efficient distribution of water and provide effective hydrozoning, ecozoning and additional landscaped amenity.		
Project Manager	Coordinator Projects and Conservation	Project Sponsor	Manager Operation Services
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<ul style="list-style-type: none"> • Irrigation design completed and draft RFQ prepared • Bore flow readings confirmed • Purchase orders raised for: <ul style="list-style-type: none"> ○ Cricket Practice Nets ○ Landscaping ○ Concreting • Playground Installation scheduled • Notification letters prepared 		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	35 %
Percentage of Construction	0 %
Multi Year Project	NO
Total Project Budget	\$505,000

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY			
DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve)	\$505,000	Total Current Year Budget	\$0
Revised Budget Funding – Income (Grant / Contribution)	\$0	Expenditure to Date	\$0
Total Current Year Revised Budget	\$505,000	Balance	\$0
Year to Date Revised Budget (Phasing)	\$18,075		
Expenditure to Date	\$19,451		
Balance*	\$485,549		

* Balance equals Total Current Year Budget – Expenditure to Date



BI-MONTHLY PROJECT STATUS REPORT Juniper Park Landscape Master Plan

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TASK/MILESTONE BREAKDOWN

<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Concept and preliminary costing	Feb 2018	May 2018		May 2018	
Detailed landscape design	May 2018	Aug 2018		Jul 2018	
Detailed irrigation drawings	Jul 2018	Nov 2018		Nov 2018	
Community engagement	Jun 2018	Sep 2018		Aug 2018	
Irrigation RFQ		Feb 2019			
Landscape RFQ	Oct 2018	Dec 2018		Dec 2018	
Construction	Mar 2019	May 2019			

KEY TASKS FOR NEXT MONTH

Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
Complete irrigation RFQ and appoint contractor	Medium	None	Team Leader Projects

RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Critical path project timelines not met due to inadequate planning and management of key project areas.	Possible	Minor	Strong	Management of all Contractors and staff resources in line with the requirements of the specification. Ensure realistic critical path project task timeframes. Undertake corporate monthly reporting. Monthly meetings to be held with the Project Manager and Contract Superintendent.	Coordinator Projects and Conservation Team Leader Projects Senior Landscape Architect Projects Officer



Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)

December 2018

- Irrigation design progressed.
- Landscape RFQ completed and contractor appointed.

November 2018

- RFQ for irrigation design completed.
- Landscape RFQ underway.
- Irrigation RFQ commencing.

October 2018

- RFQ for irrigation design awarded.
- Preparation of landscape construction RFQ.

September 2018

- RFQ for irrigation design draft completed.
- On site briefing scheduled with Irrigation Design Contractors.
- Survey of existing mainline scheduled.

August 2018

- Preparation of RFQ for irrigation design and specification.
- Community engagement concluded.

July 2018

- Detailed landscape design completed.
- Commenced with community engagement.



PDP2272 – PARIN PARK DEVELOPMENT / HERITAGE PRECINCT

Project Description	To construct the initial stage of the Heritage Precinct, including an harbour, historical information boards, playspace renewal, connecting footpaths and sump beautification at Parin Park, Greenwood.		
Project Manager	Coordinator Projects and Conservation	Project Sponsor	Manager Services Operation
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<ul style="list-style-type: none"> Landscape detailed design progressed. Sump beautification detailed design progressed. 		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	35 %
Percentage of Construction	0 %

Multi Year Project	YES
Total Project Budget	\$670,000

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY

DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve)	\$428,005	Total Current Year Budget	\$0
Revised Budget Funding – Income (Grant / Contribution)	\$120,000	Expenditure to Date	\$0
Total Current Year Revised Budget	\$548,005	Balance	\$0
Year to Date Revised Budget (Phasing)	\$22,535		
Expenditure to Date	\$18,861		
Balance*	\$529,144		

* Balance equals Total Current Year Budget – Expenditure to Date



TASK/MILESTONE BREAKDOWN

<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Concept design	Nov 2018	Dec 2019		Dec 2019	
Detailed design	Dec 2018	Feb 2019			
Procurement process	Feb 2019	May 2019			
Manufacturing	Mar 2019	Apr 2019			
Construction	Apr 2019	Jun 2019			

KEY TASKS FOR NEXT MONTH

Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
<ul style="list-style-type: none"> Complete landscape detailed design Complete sump beautification detailed design Commence Procurement 	Medium	None	Landscape Architect Senior Landscape Architect

RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Delays in design finalisation	Unlikely	Minor	Low	Not applicable.	Coordinator Natural Areas and Capital Works Projects



Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)
<u>December 2018</u> <ul style="list-style-type: none">Detailed designs commenced.



SSE2057 - LEAFY CITY PROGRAM

Project Description	<p>The Leafy City Program project focuses on the tree planting component of the City's suburban streetscapes to increase the leafy canopy throughout the City of Joondalup, providing shaded spaces in the urban environment. The program will include the following:</p> <ul style="list-style-type: none"> Detailed mapping and data capture of existing vegetation to identify focus areas and assist with project prioritisation. Investigation and establishment of supporting horticultural practices and processes for species selection and soil modification to ensure healthy development and longevity of the City's leafy canopy. Development of community engagement protocols and education material for distribution. 		
Project Manager	Coordinator Natural Areas and Capital Works Projects	Project Sponsor	Manager Operation Services
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<ul style="list-style-type: none"> Continued 2016/17 tree consolidation Continued 2017/18 tree consolidation Continued monitoring of tree stock for the 2018/19 and 2019/20 tree planting Commence implementation of the approved communication plan 		

*Status Key	Proceeding according to plan / phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	40%
Percentage of Construction	0%

Multi Year Project	YES
Total Project Budget	\$3,250,000

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY			
DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve)	\$583,583	Total Current Year Budget	\$0
Revised Budget Funding – Income (Grant / Contribution)	\$0	Expenditure to Date	\$0
Total Current Year Revised Budget	\$583,583	Balance	\$0
Year to Date Revised Budget (Phasing)	\$102,545		
Expenditure to Date	\$134,587		
Balance*	\$448,996		

* Balance equals Total Current Year Budget – Expenditure to Date

TASK/MILESTONE BREAKDOWN					
<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Phase 1: Data Capture				Jul 2015	
Phase 2: Project Development				Aug 2016	
Phase 3: Project Implementation 2016-17 and 2017-18					
2016-17 tree consolidation		Jun 2019			
2017-18 tree consolidation		Jun 2019			
Phase 3: Project Implementation 2018-19 and 2019-20					
Pre order and purchase tree stock for 2018-19 and 2019-20 tree planting		Nov 2017	Jun 2018	Jun 2018	
Tender/quoting for 2018-19 and 2019-20 projects		Dec 2018		Dec 2018	
Release of project specific public survey and species selection feedback		Apr 2019			
2018-19 tree planting		Jun 2019			
2019-20 tree planting		Jul 2019			

KEY TASKS FOR NEXT MONTH			
Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
Continue 2016-17 tree consolidations	High	Senior Landscape Architect – Team Leader	Team Leader Projects
Continue 2017-18 tree consolidations	High	Senior Landscape Architect – Team Leader	Team Leader Projects
Continue monitoring of tree stock for the 2018-19 and 2019-20 tree planting	High	None	Team Leader Projects
Commence implementation of the approved communication plan	High	Marketing, Administration Support	Team Leader Projects



RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Vandalism of 2016-17 and 2017-18 planting	Possible	Minor	Low	NA	Team Leader Projects
Delay in notification in line with approved communication plan	Possible	Medium	Moderate	NA	Team Leader Projects

PROJECT VARIATION SUMMARY

Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (Previous Reporting Periods)

December 2018

- Tender awarded for Tree Planting and Watering Services for the 2018-19 and 2019-20 tree planting.

November 2018

- Continue 2016-17 tree consolidations.
- Continue 2017-18 tree consolidations.
- Tender evaluated for 2018-19 and 2019-20 tree planting and maintenance.

October 2018

- Continue 2016-17 tree consolidations.
- Continue 2017-18 tree consolidations.
- Completed replacement planting of missing 2016-17 and 2017-18 trees.
- Tender closed for 2018-19 and 2019-20 tree planting and maintenance.

September 2018

- Continued 2016-17 tree consolidations.
- Continued 2017-18 tree consolidations.
- Continued replacement planting of missing 2016-17 and 2017-18 trees.
- Finalised tender documentation for 2018-19 and 2019-20 trees.

August 2018

- Continue management of winter replacements for 2016-17 and 2017-18 trees.
- Commenced tender documentation for 2018-19 and 2019-20 trees.
- Continued consolidation of 2016-17 and 2017-18 trees.
- Continued monitoring of contract grown trees for 2018-19 and 2019-20 projects.



July 2018

- Continue management of winter replacements for 2016-17 and 2017-18 trees.
- Reviewed specifications for Street Tree Planting and Watering services.
- Continued consolidation of 2016-17 and 2017-18 trees.
- Continued monitoring of contract grown trees for 2018-19 and 2019-20 program.



STL2003 - JOONDALUP CITY CENTRE LIGHTING

Project Description	The staged replacement of existing lighting infrastructure to improve efficiency, reduce running costs and replace defective poles. Replacement of City Centre lighting identified following structural inspections of poles (street & park) and projects to improve lighting efficiency, pedestrian safety and to reduce operational costs.		
Project Manager	Electrical Projects Engineer	Project Sponsor	Manager Infrastructure Management Services
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<p>Stage 3</p> <ul style="list-style-type: none"> Start up meeting held with contractor. Program of works received from contractor. Poles and luminaires ordered. Pole locations identified and marked out on site. 13% of footings for poles have been installed. <p>Stage 4 and 5</p> <ul style="list-style-type: none"> 24% of investigative works completed. 		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	5 %
Percentage of Construction	5 %

Multi Year Project	YES
Total Project Budget	\$13,439,608

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY			
DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve)	\$3,121,379	Total Current Year Budget	\$0
Revised Budget Funding – Income (Grant / Contribution)	\$675,000	Expenditure to Date	\$0
Total Current Year Revised Budget	\$3,796,379	Balance	\$0
Year to Date Revised Budget	\$2,791,981		
Expenditure to Date	\$2,520,464		
Balance*	\$1,275,915		

* Balance equals Total Current Year Budget – Expenditure to Date



TASK/MILESTONE BREAKDOWN					
<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Stage 2					
Safer Streets Project	Jul 2017	Jan 2018		Jan 2018	
Design and documentation	Jun 2017	Aug 2017		Aug 2017	
Advertising, evaluation and award of contract	Oct 2017	Feb 2018		Feb 2018	
Construction	Feb 2018	Nov 2018		Nov 2018	
Stage 3					
Design and documentation	May 2018	Aug 2018		Aug 2018	
Advertising, evaluation and award of contract	Sep 2018	Nov 2018	Dec 2018	Dec 2018	
Construction	Dec 2018	Aug 2019			
Stage 4					
Undertake investigative works	Nov 2018	Apr 2019			
Design and documentation	May 2019	Aug 2019			
Advertising, evaluation and award of contract	Sep 2019	Nov 2019			
Construction	Dec 2019	Aug 2020			
Stage 5					
Undertake investigative works	Nov 2018	Apr 2019			
Stage 5 works	May 2019	Jun 2021			

KEY TASKS FOR NEXT MONTH			
Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
Continue investigative works for stages 4 and 5	High	NA	Electrical Projects Engineers



RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Investigative works not completed on time.	Unlikely	Medium	Moderate	N/A	Electrical Projects Engineers

PROJECT VARIATION SUMMARY

Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)

December 2019

- Stage 2 defects list inspection completed.
- Stage 3 awarded.

November 2018

- Construction completed & noted defects items rectified.
- Stage 2 completed.

October 2018

- 100% of poles and luminaires installed.
- 100% of underground cabling replaced.
- 100% of CCTV works complete.
- Practical completion awarded.

September 2018

- 60% of poles and luminaires installed.
- 60% of underground cabling replaced.
- 10% of CCTV works complete.

August 2018

- 100% of pole footings installed.
- 40% of poles and luminaires installed.
- 40% of underground cabling replaced.



July 2018

- 90% of footings for poles have been installed.
- Seven poles and luminaires have been installed along Lakeside Drive North.



STL2055 – KINGSLEY PARK FLOODLIGHTING UPGRADE

Project Description	Upgrade six floodlights to Australian Standards for large ball sports (training) and associated power transformer upgrades if required.		
Project Manager	Electrical Projects Engineer	Project Sponsor	Manager Infrastructure Management Services
Report Period	January 2019	Report Date	1 March 2019
OVERALL STATUS Scheduling		OVERALL STATUS Budget	
Project Status/Summary (actions completed this reporting period)	<ul style="list-style-type: none"> 100% of trenching completed. 100% of underground conduit installed. 100% of cable pits installed. 		

*Status Colour Key	Proceeding according to plan/phasing	
	Manageable issues exist	
	Serious issues – may need help	
	Completed	
	Carry forward to next financial year	

Percentage of Project Completed	10 %
Percentage of Construction	10 %

Multi Year Project	NO
Total Project Budget	\$480,000

2018-19 REVISED BUDGET / EXPENDITURE SUMMARY			
DESCRIPTION		CONTINGENCY COMPONENT (if applicable)	
Revised Budget Funding – City (Municipal / Reserve)	\$320,000	Total Current Year Budget	\$0
Revised Budget Funding – Income (Grant / Contribution)	\$160,000	Expenditure to Date	\$0
Total Current Year Revised Budget	\$480,000	Balance	\$0
Year to Date Revised Budget (Phasing)	\$8,554		
Expenditure to Date	\$11,356		
Balance*	\$468,644		

* Balance equals Total Current Year Budget – Expenditure to Date



BI-MONTHLY PROJECT STATUS REPORT Kingsley Park Floodlighting Upgrade

A Global City: Bold | Creative | Prosperous



TASK/MILESTONE BREAKDOWN

<i>Description as outlined in Project Management Plan and Gantt Chart</i>	Planned Commencement Date	Planned Completion Date	Revised Completion Date	Date Actually Completed	*Status
Design and documentation	Aug 2018	Oct 2018		Oct 2018	
Advertising and evaluation of tender	Sep 2018	Nov 2018		Nov 2018	
Construction	Nov 2018	Apr 2019			

KEY TASKS FOR NEXT MONTH

Key Tasks for Next Month	Priority	Progress/Support Required	Responsible Position
Installation of pole footings	High	N/A	Electrical Projects Engineer

RISK MANAGEMENT FOR NEXT MONTH

Key risks to completion of next month's key tasks	Risk Likelihood	Risk Consequence	Overall Risk Level	Further Controls Required	Responsible Position
Limestone may impede auguring of holes for footings	Unlikely	Medium	Moderate	Not Required	Electrical Projects Engineer

Variation Type	Planned	Actual	Reason for Variance
Project Scope Change			
Plan (Time)			
Deliverable			
Budget			

Overall Summary and Actions Completed (previous reporting periods)

December 2018

- Contract awarded to successful applicant.
- Contractor ordered long lead items.