Playground Redevelopment

Change Request

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| Project Name: | **Playground Redevelopment** |
| Project Manager: | Katie Ryan |
| Project Sponsor: | Our Lady of Lourdes Catholic School  |

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| Date of request: | **5/11/21** | **Change ID:** | **081121** |
| Status: | * Pending
* Approved
* Rejected
 | **Owner:** | Tom |

1. WHAT IS THE NEED FOR CHANGE?

* To use the existing wall between the playground and the canteen to create a rock climbing wall for students.
* The Engineers Report has confirmed that the wall is suitable for use as a rock climbing wall.
* This would require a total of 80 hand & toe grips to be installed.

2. STAKEHOLDERS CONSULTED

<Who did you consult regarding this change? Also list any secondary sources referenced.>

* A rock-climbing wall was the third highest priority for the playground redevelopment when consulting with students. It was unknown at the time if the wall was suitable to be used.
* A civil engineer was engaged at the planning stage, with the findings of their report only being received this week.
* The contractors have been consulted and they are to source the hand and toe grips and have estimated a cost and timeframe to complete the wall.
* The school leadership team have been consulted and are very excited by the possibility to create the rock-climbing wall.

3. WHAT IF WE DO NOTHING?

* Students will still have new net climbing frame in the playground, but it will not be as challenging.
* Miss the opportunity to deliver on the top 5 playground requests from staff and students.

3.1 Impact on scope

* No impact

3.2 Impact on schedule

* The contractor has estimated it will take 1 day to install the hand & toe grips to the wall.

3.3 Impact on budget

* There will be an impact of $2,500 to complete the rock-climbing wall.

3.4 Impact on outcomes

* Deliver all Top 5 playground equipment requests from staff and students
* Greater opportunities for students to climb and increase upper body strength.

3.4 Other impacts

* Playground fully completed rather than having an additional project at a later stage.

4. WHAT ARE OUR OPTIONS?

<As above, how will each impact time, cost, scope and the intended outcomes of the project? Are there any residual or secondary risks that follow?>

**Option 1 - Complete the rock-climbing wall within the Playground Redevelopment Project**

* It is within the scope of the playground redevelopment

Time

* It is estimated to take 1 day to install the rock-climbing grips.
* Due to the installation of the flying fox taking 2 days instead of 3, thehand and toe grips can be installed within the project timeframe and without an adjustments.

Cost

* The budget is currently on track with 75% of the project completed and acquitted.
* There have been no items flagged with cost impacts in the works still to be completed.
* We still have a budget contingency of $10,000.
* The rock climbing wall cost is only $2,500

Intended Outcomes

* To deliver the Top 5 playground equipments pieces identified by students and staff
* Have the Playground Redevleopment completed in one project rather than delay the rock climbing wall.

**Option 2 – To complete the rock-climbing wall in next year’s budget (2022)**

This would be an additional project for 2022

Time

* It is estimated to take 1 day to install the rock-climbing grips but we will have to wait 365 days to have the rock wall.
* Availabiity of contractors is unknown.

Costs

* It is likely that the cost of hand and toe grips will increae by 2-3% in the twelve month period.

Intended Outcomes

* The Top 5 playgrond equipment pieces will be completed but tudents would have to wait 365 days for the rock-climbing wall.
* Playground Redevelopment will take 2 years rather than the intended 8 weeks.

5. WHAT IS RECOMMENDED?

<Explain why this option is the best outcome for our stakeholders (given their expectations), and express it as a SMART recommendation>

The recommended outcome is Option 1.

* To install the rock-climbing wall as part of the Playground Redevelopment.
* There is no impact on the scope or timeframe and minimum impact to the cost that can easily be covered in the budget contingency.
* The benefits of completing the rock-climbing wall mean that the Top 5 items will be in the new playground and that it will be completed as one project.

6. ACTIONS REQUIRED

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|  | **DETAIL** | **OWNER** | **STATUS** |
| Update WBS | Add the installation of the hand & rock grips | Katie | PendingDone |
| Update schedule | Add the installation of the hand & rock grips | Tom  | PendingDone |
| Update budget | Confirm with Finance Officer | Tom | PendingDone |
| Update risk register | Add rock – climbing wall  | Katie | PendingDone |
| Notify stakeholders | Confirm with Principal and Leadership Team | Katie | PendingDone |
| Other actions |  |  | PendingDone |

7. AUTHORISATION

SIGNATURE Name & Title