



Project Manager Monthly Progress Report

Project Manager: Tony Glazebrook	Project Title: SDS – T04.01-T04.02	Period: Two
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Contract Value: £

Activities in current Period		
No	Planned	Achieved / Status
1.	Move to design review of self-assured, packaged deliverables.	Agreed with all parties and stakeholders
2.	Get design package delivery schedule to enable programmed reviews	Schedule of delivery supplied per V14 of SDS programme
3.	Hold first full Stray Current Working Party with SUC's	Date changed to 5 th June due to awaiting availability of key SDS attendee
4.	Revise Employers Requirements into coherent form, reflecting actual needs	In progress – led by David Powell, resourced by TSS
5.	Continue progress with critical issue closure	Now 10 "high impact" (including 3 new) – down from 28 "high impact" on 19 Feb 2007. Overall total ("high, medium, low impact") now just 13 - down from 79 on 19 th Feb 2007.
6.	Continue progress with RFI closure	5 closed this period – now just 12 left out of 138.

Activities in next Period		Change control				
No	Planned	Change description	Impact - £	Prog	Scope	status
1	Finalise design package delivery schedule with SDS and stakeholders	One off settlement needed for SDS "historical" changes (i.e. up to 31 st March 2007)				
2	Resolve traffic modelling major concerns with CEC					
3	Hold first full Stray Current Working Party with SUCs					
4	Independent Competent Person start-up					
5	Continue progress with critical issue closure					
6	Continue progress with RFI closure					



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No	Key Issues and Concerns – General	Approval / Support required?
1.	Possibility of design review process change producing a rash of “preferential engineering” requests	Continue regular dialogue with stakeholders
2.	Control of multiplicity of arising change requests from SDS	Internal meetings set up to find way forward
3.	Non-alignment of SDS design with Infracore expectations	Open approach to resolution
Key Issues and Concerns for Safety / Quality/ Safety tours		
1.		
2.		
3.		

Project Risks – Top 5 (owned by Project Manager)											
Risk ID	Risk Description			Impact on	Current Significance	Exposure		Treatment			Planned Residual Significance
	Cause	Event	Effect			Start	End	Action	Date due	Owner	

Project Risks – Top 5 (impacting on Project Manager activity)											
Risk ID	Risk Description			Risk owner	Current Significance	Exposure		Treatment			Planned Residual Significance
	Cause	Event	Effect			Start	End	Action	Date due	Owner	



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Project Opportunities – Top 5						
Opp ID	Opportunity Description	Potential impact				
		Cost Saving £'000	Programme impact	Scope impact	Date for realisation	Date last reviewed