

# Looking After Your Project IP & Programme

Projects in planning that you may wish to slow or accelerate

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# Projects in planning phases

## Design:

- Can the design progress efficiently whilst the designers are working remotely? Ascertain from key design team members whether they have access to tools, e.g. Revit
- Determine what can be progressed to ensure that quality of design is maintained/improved, e.g. incorporating a specialist, BIM, clash detection, additional coordination sessions
- Don't allow development of design to get ahead of briefing, co-ordination or stage approvals

## Programme:

- Are you prepared to complete the current design phase or would you prefer work to stop immediately (there is often value in completing design to a stage gate, as it provides a compilation of all the collective thinking to date, a clear demarcation on level of detail, and fee obligations)
- Is there value in completing elements of the planning and design to allow follow-on activities to progress e.g. can a consent package be completed or can inputs for a stakeholder engagement process be completed, etc?

# Statutory Authorities

## Resource & Building Consents:

- Processing obligations under legislation like the RMA mean councils will continue to process resource consent, plan change and other applications. Many councils are implementing procedures to keep the processing wheels moving
- Lodgements will continue but will be via on-line only (which is the way many were already being lodged)
- Meetings procedures are in place to continue these (including pre-application meetings) via video-conferencing
- Auckland Council's Regulatory Services'\* team are working remotely to continue processing of Building Consents and CCC's. (Like all businesses they are experiencing VPN/Intranet overload, but have teams working to resolve these issues. Therefore, take additional care and make conservative allowances when relying on processing durations)

\* Check other Authorities

# Other considerations

## Utilities/3<sup>rd</sup> Party Approvals:

- Consider whether any 3<sup>rd</sup> party inputs or key information from lines companies, water utilities, or fibre installers, etc. will be available or will prevent the programmed progress

## Contract/Commercial:

- Ensure that instructions to the (consultant) planning team are documented as you would expect for contractors – don't leave them to guess or make assumptions
- Review consultant engagement conditions and understand the implications of prolongation fees, retainers and termination / suspension and remobilisation clauses
- Update cost forecasts to understand the implications of the shutdown

# How can the project benefit?

Time invested in additional planning may be repaid in shorter construction phase, reduced risk or cost:

- Projects (particularly those under pressure of time) often proceed under the influence of many assumptions; a hiatus is an opportunity to prove/disprove the key assumptions:
  - Gather the available evidence, analyse it to test the assumptions
  - Use the result to improve the brief, and/or the business case, including the risk management
  - Allow the QS to test the assumptions necessarily made in the cost plan and undertake cost checks
- Most risk management is subjective and generic; a delay may allow a more detailed review of risk (allied to assumption testing above):
  - Undertake a Quantitative Risk Analysis
  - Use the QRA to test the contingency allowance(s)
- Test the buildability of the project (using a structured approach such as STACITUP, etc.); refine construction time provision (including engaging with contractors)
- Engage peer reviewers during design to save consenting time later (and so that the tendering documentation ends up the same as the construction drawing package)
- Engage with contractors to refine assumptions of construction periods for programmes