**MNGT 202/502  
2021-22**

**Task One Answer Template**

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| **Group number: 53** | |
| **Chairman: Patra, Swaraj** | **Secretary: Mohan, Prabakaran** |

1. **SWOT** analysis of the project.

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| **Strengths**   * The availability of faster transportation such as a helicopter. * Highly efficient in international supply chain * Good working relationship with material suppliers. * Access to skilled labour supply * Previous experiences with similar projects * Good knowledge of sub-contractors * Access to quality raw materials, tools and modern equipment. * Good relationship with government officials. * Timely completion of projects. | **Weaknesses**   * Accidents during construction * The language barrier in communication * Lack of coordination between local and international workers * Transportation delay of labours to work site * Resistance of senior workers to adopt new equipment and technologies * Labour strike * Training for international workforce * Lack of interaction with local material suppliers * Lesser public awareness on the possibilities of the project |
| **Opportunities**   * Create Job opportunities * Foreign capital investors * Attract international tourists * Potential income for local community shops * Strengthen international supply chain * Removal of overgrown weeds and debris * Waste transportation using garbage barges * Opportunities for pop-up shops and short events. * Development of road connections to city centre * Cultural exchange * Opportunities for inclusion of Biophilic environmentally sustainable building design. | **Threats**   * The surveyed location is not suitable for construction * Environmental protestors * Bad weather conditions (high winds, flood etc) * Shipment delays * Hazardous materials leaking into the river * Possibility of spreading diseases * Delay caused due to labour strikes and disagreements * Shortage of equipments and raw materials * Financial crisis due to market inflation * Damage to fixtures and specialist equipment due to improper handling. |

1. **SMART** objective for the project.

Construction of 10m high cruise terminal with 8572 m2 floor area on a deck suspended above the river Mersey along with a 90m link span bridge is set to start from 26th October 2021 providing 59-car capacity short stay car park, taxi rank, and passenger lounge by removing the remainder of the Princes Landing Stage in Liverpool by 19th April 2022. Attachment

1. The findings of **SWOT** analysis.

The construction of this project will secure long-term economic benefits for the city of Liverpool by providing an array of local job opportunities which will reduce unemployed workers. The attraction of tourists and foreign investors would thus improve the city’s economy. and the terminal being able to accommodate large cruise ships could increase its popularity in the competitive cruise market. The location of this project will ease the construction process by using garbage barges or shipping containers to transport waste and disposed materials, which will in-turn free up traffic on the paths leading to the project site.

Furthermore, the availability of a helicopter would assist in the transportation of any necessary equipment and materials in case of extreme delays or unavoidable circumstances. Also, due to the current situation of the pandemic, travel and transport restrictions could cause delays in starting the training of the international workforce depending on the country they are arriving from. The project may also face some unforeseen delays such as bad weather, environmental protestors, construction- related incidents, etc. Overall, the project may face issues as discussed above, for which there are definitive solutions. Some miscellaneous issues may arise for which precautions must be taken. Nevertheless, this new built terminal will surely contribute to the growth of Liverpool’s future economy.

1. The agenda / minutes for the two team meetings held

*MNGT202/502 Project Management*

**Group 53**

Project Management Meeting

(Liverpool Waters Project Management Committee)

Meeting will be held **online** (Microsoft Teams) at **2.15 p.m.** on **07/10/2021 (Thursday)**

### Agenda

1. Introduction of the group members
2. Confirm the Project Manager (PM) and Secretary
3. Review of the task material
4. Allocation of future tasks
5. Agree the date, time, and place for the next meeting

**Group 53** MNGT202/502 Project Management

Liverpool Waters Project Management Committee

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| **Minutes of the meeting on the 7th October 2021** |

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| **Group Name/Number:** | **53** | **Meeting Date and time:** | **07/10/2021** |
| **Meeting Topic:** | **Task 1** | **Location:** | **Online (Microsoft Teams)** |

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| **Attendees:** | Alotaibi, Musaed |
|  | Mohan, Prabakaran |
|  | Antony Sebastian |
|  | Jose Christy |
|  | Patra, Swaraj |
| **Apologies:** |  |
| **Absences:** | Jothi Basu, Dev Prakash |

* **The Project Manager (PM) and Secretary for today’s meeting**

Musaed was titled project manager of this week’s task and I (Prabakaran) was named secretary.

* **Creating a plan to complete the task**

Primarily the SWOT analysis part was discussed, and we agreed to bring in 3-4 points each for every category of the SWOT by next team meeting. This approach looked good from our view, there’s always room for improvement so we are trying out this approach.

The second part, SMART objective will be completed by brainstorming and writing them in a shared document. Then finally both the parts will be compiled and reviewed for the final draft on our upcoming meeting on Tuesday (12th October 2021). The conclusion will also be completed on the Tuesday’s meeting or on another meeting on Wednesday (13th October 2021) to complete and finalize the whole document.

* **The next meeting**

The next meeting will be on Sunday the 10th October 2021 at 2.15 P.M. as agreed by the team members on this meeting. Any other disruptions or changes will be considered.

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| ACTIONS SUMMARY – For review at next meeting | | |
| Future agreed Actions | **Initials** | **Due date** |
| 1. **To complete their part of SWOT analysis** | **ALL** | **10/10/21** |
| 1. **To meet on the set date and time** | **ALL** | **10/10/21** |

*MNGT202/502 Project Management*

**Group 53**

Project Management Meeting

(Liverpool Waters Project Management Committee)

Meeting will be held **online** (Microsoft Teams) at **2.15 p.m.** on **10/10/2021 (Sunday)**

### Agenda

1. Apologies.

1. Approval of minutes of the previous meeting.
2. Matters arising.
3. Review the progress of previously allocated work for the team members.
4. Work on the tasks (finalize the completed work).
5. Allocation of future tasks.
6. Agree the date, time, and place for the next meeting. (6.30 Tuesday)
7. Any other business.

**Group 53** MNGT202/502 Project Management

Liverpool Waters Project Management Committee

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| **Minutes of the meeting on the 10th October 2021** |

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| --- | --- | --- | --- |
| **Group Name/Number:** | **53** | **Meeting Date and time:** | **10/10/2021** |
| **Meeting Topic:** | **Task 1** | **Location:** | **Online (Microsoft Teams)** |

|  |  |
| --- | --- |
| **Attendees:** | Alotaibi, Musaed |
|  | Mohan, Prabakaran |
|  | Antony Sebastian |
|  | Jose Christy |
|  | Patra, Swaraj |
| **Apologies:** |  |
| **Absences:** | Jothi Basu, Dev Prakash |

* **Discussion of SMART objective**

The ides for SMART objectives were brainstormed and discussed.

* **The SWOT analysis**

The meeting went through with the contributions for the SWOT by all the team members. And added many points to the list and worked out all the common points.

* **The next meeting**

The next meeting will be on Tuesday the 12th October 2021 at 6.15 P.M. as agreed by the team members on this meeting. Any other disruptions or changes will be considered.

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| ACTIONS SUMMARY – For review at next meeting | | |
| Future agreed Actions | **Initials** | **Due date** |
| 1. **To complete all the work assigned** | **ALL** | **12/10/21** |
| 1. **To meet on the set date and time** | **ALL** | **12/10/21** |

*MNGT202/502 Project Management*

**Group 53**

Project Management Meeting

(Liverpool Waters Project Management Committee)

Meeting will be held **online** (Microsoft Teams) at **2.15 p.m.** on **12/10/2021 (Tuesday)**

### Agenda

1. Apologies.

1. Approval of minutes of the previous meeting.
2. Matters arising.
3. Review the progress of previously allocated work for the team members.
4. Work on the tasks (finalize the completed work).
5. Allocation of future tasks.
6. Agree the date, time, and place for the next meeting.
7. Any other business.

**Group 53** MNGT202/502 Project Management

Liverpool Waters Project Management Committee

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| --- |
| **Minutes of the meeting on the 10th October 2021** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Group Name/Number:** | **53** | **Meeting Date and time:** | **12/10/2021** |
| **Meeting Topic:** | **Task 1** | **Location:** | **Online (Microsoft Teams)** |

|  |  |
| --- | --- |
| **Attendees:** | Alotaibi, Musaed |
|  | Mohan, Prabakaran |
|  | Antony Sebastian |
|  | Jose Christy |
|  | Patra, Swaraj |
| **Apologies:** |  |
| **Absences:** | Jothi Basu, Dev Prakash |

* **Finalizing SMART objective**

The meeting started with the SMART objective finalizing and the objective was completed in this meeting.

* **The SWOT analysis**

The SWOT analysis has been updated, we discussed and included new points and this part was also completed in this meeting.

* **The conclusion part (3rd part)**

Every team member weighed in many good points and the whole analysis will be done today and updated in a shared document for others to check and correct any missed points.