**Task 2**

Please rank the following project plans in order of suitability (from best to worst) taking into consideration John’s email below. You should aim to spend approximately 5-10 minutes on this task.

|  |
| --- |
| Project Plan |

|  |  |
| --- | --- |
| **From:** | John Gates |
| **Sent:** | 03 November 15:46 |
| **To:** | Jenny Foster |
| **Subject:** | Project Plan |

Hi Jenny,

I have sent through several project plans that have been provided by Project Officers in the Department. I have a meeting with Emily Nguyen on Friday and she wants to see a clear plan of action. As you know, we are hoping to get the large scale rollout completed by the middle of 2020. Before then, however, we need to consider things like getting the research report completed, internal consultation within our department, as well as community consultation and obtaining labour to carry out the tasks. Could you please review the attached project plans and provide your recommendations?

Thanks,

John

|  |
| --- |
| **John Gates, Metro Region General Manager**  **Department of Social Affairs**  email: john.gates@dsa.gov.au  web: dsa.gov.au |

## Project Plan 1

|  |  |  |  |
| --- | --- | --- | --- |
|  | Activity | Planned Start Date | Planned End Date |
| 1 | Research report - data collection and analysis to support project implementation | Nov-18 | Dec-18 |
| 2 | Community consultation - with school, community and health representatives | Jan-19 | Feb-19 |
| 3 | IT system implementation - inventory management software for canteens | Mar-19 | May-19 |
| 4 | Engagement of external consultants | Jan-19 | Feb-19 |
| 5 | Stage 1 rollout - Sydney Metropolitan | Jun-19 | Jul-19 |
| 6 | Stage 2 rollout - Hunter region | Aug-19 | Sep-19 |
| 7 | Stage 3 rollout - South Coast | Oct-19 | Nov-19 |
| 8 | Stage 4 rollout - West/Central West and Riverina | Dec-19 | Jan-20 |
| 9 | Stage 5 rollout - Northern Inland, Far North Coast and North Coast | Feb-20 | Mar-20 |
| 10 | Post implementation review | Apr-20 | Jul-20 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## Project Plan 2

|  |  |  |  |
| --- | --- | --- | --- |
|  | Activity | Planned Start Date | Planned End Date |
| 1 | Pilot stage 2 - expanded pilot with 10 schools spread across NSW | Dec-18 | Mar-19 |
| 2 | Research report - data collection and analysis to support project implementation | Mar-19 | May-19 |
| 3 | Community consultation - with school, community and health representatives | Feb-19 | Jul-19 |
| 4 | IT system implementation - inventory management software for canteens | Jul-19 | Oct-19 |
| 5 | Engagement of external consultants | Oct-19 | Jan-20 |
| 6 | Stage 1 rollout - Sydney Metropolitan | Feb-20 | Mar-20 |
| 7 | Stage 2 rollout - Hunter region | Apr-20 | May-20 |
| 8 | Stage 3 rollout - South Coast | Jun-20 | Jul-20 |
| 9 | Stage 4 rollout - West/Central West and Riverina | Aug-20 | Sep-20 |
| 10 | Stage 5 rollout - Northern Inland, Far North Coast and North Coast | Oct-20 | Nov-20 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## Project Plan 3

|  |  |  |  |
| --- | --- | --- | --- |
|  | Activity | Planned Start Date | Planned End Date |
| 1 | Pilot stage 2 - expanded pilot with 10 schools spread across NSW | Nov-18 | Feb-19 |
| 2 | Research report - data collection and analysis to support project implementation | Feb-19 | Mar-19 |
| 3 | Community consultation - with school, community and health representatives | Feb-19 | Mar-19 |
| 4 | IT system implementation - inventory management software for canteens | Jan-19 | Aug-19 |
| 5 | Engagement of external consultants | May-19 | Jul-19 |
| 6 | Stage 1 rollout - Sydney Metropolitan | Sep-19 | Nov-19 |
| 7 | Stage 2 rollout - Hunter region | Dec-19 | Jan-20 |
| 8 | Stage 3 rollout - South Coast | Feb-20 | Mar-20 |
| 9 | Stage 4 rollout - West/Central West and Riverina | Apr-20 | May-20 |
| 10 | Stage 5 rollout - Northern Inland, Far North Coast and North Coast | Jun-20 | Jul-20 |
| 11 | Post implementation review | Aug-20 | Oct-20 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## Project Plan 4

|  |  |  |  |
| --- | --- | --- | --- |
|  | Activity | Planned Start Date | Planned End Date |
| 1 | Pilot stage 2 - expanded pilot with 30 school spread across NSW | Dec-18 | Feb-19 |
| 2 | Research report - data collection and analysis to support project implementation | Feb-19 | Apr-19 |
| 3 | Community consultation - with school, community and health representatives | Feb-19 | Mar-19 |
| 4 | IT system implementation - inventory management software for canteens | May-19 | Aug-19 |
| 5 | Engagement of external consultants | May-19 | May-19 |
| 6 | Stage 1 - Sydney | Jun-19 | Jun-19 |
| 7 | Stage 2 - Central Coast | Jul-19 | Jul-19 |
| 8 | Stage 3 - Hunter | Aug-19 | Aug-19 |
| 9 | Stage 4 - Mid-North Coast | Sep-19 | Sep-19 |
| 10 | Stage 5 - Northern Rivers | Oct-19 | Oct-19 |
| 11 | Stage 6 - Northern Inland | Nov-19 | Nov-19 |
| 12 | Stage 7 - Orana | Dec-19 | Dec-19 |
| 13 | Stage 8 - Far West | Jan-20 | Jan-20 |
| 14 | Stage 9 - Murray | Feb-20 | Feb-20 |
| 15 | Stage 10 - Riverina | Mar-20 | Mar-20 |
| 16 | Stage 11 - Central West | Apr-20 | Apr-20 |
| 17 | Stage 12 - Southern Inland | May-20 | May-20 |
| 18 | Stage 13 - South Coast | Jun-20 | Jun-20 |
| 19 | Stage 14 - Illawarra | Jul-20 | Jul-20 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 15 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 16 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 17 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 18 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 19 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## Project Plan 5

|  |  |  |  |
| --- | --- | --- | --- |
|  | Activity | Planned Start Date | Planned End Date |
| 1 | Pilot stage 2 - expanded pilot with 10 schools spread across NSW | Dec-18 | Feb-19 |
| 2 | Research report - data collection and analysis to support project implementation | Feb-19 | Apr-19 |
| 3 | Community consultation - with school, community and health representatives | Feb-19 | Mar-19 |
| 4 | IT system implementation - inventory management software for canteens | May-19 | Aug-19 |
| 5 | Engagement of external consultants | May-19 | Jul-19 |
| 6 | Stage 1 rollout - Sydney Metropolitan | Sep-19 | Nov-19 |
| 7 | Stage 2 rollout - Hunter region | Dec-19 | Jan-20 |
| 8 | Stage 3 rollout - South Coast | Feb-20 | Mar-20 |
| 9 | Stage 4 rollout - West/Central West and Riverina | Apr-20 | May-20 |
| 10 | Stage 5 rollout - Northern Inland, Far North Coast and North Coast | Jun-20 | Jul-20 |
| 11 | Post implementation review | Aug-20 | Oct-20 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | Apr-19 | May-19 | Jun-19 | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |