

# WEEKLY PROGRESS REPORT

Project: 123 Sunset Boulevard - New Dwelling

**Week Number: 12**

**Report Period: 2-8 September 2024**

**Prepared by: Tom Richards, Site Supervisor**

## WORK COMPLETED THIS WEEK:

- Roof tiling 95% complete - ridge capping underway
- External brickwork completed and cleaned
- Window frames installed and flashed
- Plumbing rough-in first fix inspection passed
- Electrical rough-in first fix inspection passed
- External waterproofing to balcony completed
- Garage slab poured and cured

## WORK PLANNED NEXT WEEK:

- Complete roof tiling and ridge capping
- Install gutters and downpipes
- Commence internal framing partition walls
- Bathroom waterproofing
- External render base coat
- Scaffold adjustment for guttering works

## ISSUES AND RISKS:

- **Weather: 2 days lost to rain this week (Monday, Thursday)**
- Tile delivery delayed by 1 day - supplier transport issue (resolved)
- Awaiting Council inspection for frame (booked for Wednesday 11/09)
- Minor rework required on west wall window flashing - rectified

## PROJECT STATUS:

Overall Completion: 65%

Program Status: 12 days behind schedule due to weather delays

Budget Status: Tracking over budget by approx \$8,500 (under review)

## SITE VISITORS THIS WEEK:

- Monday: Building Inspector (slab inspection - PASS)
- Tuesday: Client walkthrough with owner
- Thursday: Structural engineer (beam inspection)

## SAFETY:

No incidents or near misses reported this week

Toolbox talk conducted: Working at Heights (roof works)

Scaffold inspection completed - compliant

Site Supervisor:   T. Richards                    

Date: 8 September 2024