

801 User Acceptance Workgroup – Weekly meeting

03 Oct 2023

Attendees:

[REDACTED] - Scottish Government (chair)

[REDACTED] - Scottish Government

David Tydeman – CEO FMPG

[REDACTED] – FMPG

[REDACTED] – FMPG

[REDACTED] - FMPG

[REDACTED] – CMAL

[REDACTED] - CMAL

[REDACTED] – Transport Scotland

1. Actions from previous meeting

A014 – CMAL concern that FMPG close off of engine repair OORs is post sea trial, noted CalMac have a role –FMPG to take forward plan and include CalMac input.

Action FMPG A014

Action log reviewed and updated version to be circulated

Action SCAD

2. Hot topics

FMPG – Continued engagement with MCA on below-bulkhead escapes discussed.

1 further 1261 submitted on systems.

Confirmation that on 802 all similar systems will be routed out of the trunks.

Once decision from MCA – CalMac to engage with FMPG on risk assessment for their purposes. **Action – CalMac A017**

CMAL – Require list of certificates for vessel. **Action FMPG A021**

802 – work sequencing to be considered

Crew for Sea trials required, new work group to take forward - **Action CMAL/FMPG A022**

CalMac - no attendee due to board meeting

Transport Scotland – no issues.

3. AOB

Nothing raised

Meeting closed.

801 User Acceptance Workgroup – Weekly meeting

05 Sept 2023

Attendees:

[REDACTED] - Scottish Government (chair)

David Tydeman – CEO FMPG

[REDACTED] - CMAL

[REDACTED] – Transport Scotland

[REDACTED] – CalMac

1. Actions from previous meeting

Action log reviewed and updated version to be circulated

Action SCAD

2. Hot topics

FMPG – Close to completion on all engineering - some electrical and cryo-pipework outstanding with contractors)

MCA approval for upper decks received

Below Bulkhead trunks – MCA unable to confirm whether 1261 required

Build schedule and cost of risk therefore unknown

Will have minimal impact on 802

Discussed outline timeline for handover, with some risks in both 801 and 802.

Contractors still a risk for 802 – [REDACTED]

CMAL – requirement for weekly OOR meeting with outstanding issues to be escalated to weekly acceptance meeting – **Action FMPG**

CalMac - [REDACTED] paper submitted, positive conclusion on dual vessel and bunkering calculations.

[REDACTED]. **Action CalMac**

Transport Scotland – Meeting with CalMac to discuss timetable and crewing, and outputs from this will come to this workgroup. **Action TS**

3. AOB

[REDACTED] – [REDACTED]

Meeting closed.

801 User Acceptance Workgroup – Weekly meeting

26 Sept 2023

Attendees:

[REDACTED] - Scottish Government (chair)

David Tydeman – CEO FMPG

[REDACTED] - CMAL

[REDACTED] – Transport Scotland

[REDACTED] – CalMac

1. Actions from previous meeting

Action log reviewed and updated version to be circulated

Action SCAD

2. Hot topics

FMPG – Continued engagement with MCA on below-bulkhead escapes discussed.

Update on procurement of doors for upper deck escapes, DT to update NZET update letter with procurement risk.

Continued good progress on OORs, 377/832 closed to date.

[REDACTED] on target for completion, with good progress on the compartment completion program.

Housekeeping around site to be ramped up.

CMAL – Discussion around dry-dock [REDACTED] and contingency if completion of modifications requires [REDACTED] [REDACTED]

CalMac - [REDACTED] paper to be updated following discussion with CMAL

Action CalMac

Transport Scotland – Update on [REDACTED] has been considered with regard to timetabling etc, and [REDACTED].

Ongoing consideration of LNG bunkering and assumption that sea trials

[REDACTED] – mitigation for any loss of [REDACTED] is to trial from [REDACTED].

Action FMPG/CMAL to develop plan for bunkering.

3. AOB

SCAD joint comms planning agreed – **Action SCAD to circulate lines.**

Meeting closed.

801 User Acceptance Workgroup – Weekly meeting

15th August 2023

Attendees:

[REDACTED] - Scottish Government (chair)

David Tydeman – CEO FMPG

[REDACTED] – FMPG

[REDACTED] – FMPG

[REDACTED] – CMAL

[REDACTED] – Transport Scotland

[REDACTED] – CalMac

[REDACTED] – CalMac

1. Introduction

Outline of meeting format and objectives – to be short, focussed on high level “hot topic” issues for 801 delivery, and with a round table view as to the any key challenges in relation to build, handover & operationalisation.

ToR in put from CMAL and Calmac, FMPG will revert in advance of next meeting.

Action: FMPG to comment on ToR

2. Hot topics

FMPG – 1261 and application for certification on upper deck passenger and crew escapes submitted [REDACTED]. FMPG undertook to chase again today. Drawings for modifications to be completed this week.

Seating arrangement modifications due in next week, currently estimated at [REDACTED]. This is to be finalised next week and CMAL to approve final design.

FMPG – Escapes from machinery spaces, still need to design some solutions, moving the geometry of the ladders, and minimise any impact from services. There design will be presented to local MCA surveyor next week, with updated plan presented to this meeting next week.

[REDACTED]

FMPG – over next 2 weeks work on clamshell doors and mezzanine floors continuing.

15% electrical wiring work remaining to be completed, [REDACTED] target completion date is Oct.

Action: FMPG to present commissioning plan to CMAL once developed. (no timeline)

CMAL – some concerns about [REDACTED].

FMPG ongoing checks on all [REDACTED] to give assurance on these.

CalMac – [REDACTED]

Other roles to be recruited shortly thereafter.

Action: SCAD to meet with TS and CalMac to discuss critical role recruitment

CalMac – Familiarisation and training schedule will require defined periods on vessel.

Action: CalMac to share this with CMAL and FMPG to ensure alignment with handover programme

CalMac - Discussed the need to schedule FMPG ECDIS training to allow CalMac to schedule around crew availability.

Action: FMPG to arrange ECDIS training and confirm to CalMac

CalMac - Discussed the need for formal weekly review process for OORs. Agreed this is essential at this time in the build to review progress, update where these are closed out and escalate any outstanding impacts.

Expectation is that weekly meeting (as a minimum) will be established with FMPG, CMAL and CalMac crew to review progress so that any residual impacts can be escalated to the Acceptance Working Group for consideration.

Action: FMPG to arrange process for review

CalMac – Spares arriving at stores and [REDACTED]. FMPG have a piece of work ongoing to deliver a comprehensive list, this will be provided to CalMac/CMAL as soon as possible.

Action: FMPG to update spares list

FMPG – [REDACTED].

Action: [REDACTED].

3. AOB

FMPG CEO updated on [REDACTED], and will update lines of communication shortly.

Meetings agreed for this group weekly but skipping the monthly FMPG program update, and will be in person in the boardroom at FMPG.

If individuals need remote access to the meeting if they could please let SG know in advance and this will be facilitated.

Meeting closed.

801 User Acceptance Workgroup – Weekly meeting

22nd August 2023

Attendees:

[REDACTED] - Scottish Government (chair)

David Tydeman – CEO FMPG (online)

[REDACTED] – FMPG

[REDACTED] – FMPG

[REDACTED] – CMAL

[REDACTED] – Transport Scotland

[REDACTED] – CalMac

[REDACTED] – CalMac

1. Actions from previous meeting

Action log reviewed and updated version to be circulated

Action SCAD

2. Hot topics

FMPG – Mez decks commissioned and load tested.

Hot work being carried out this week. Port side rubbers installed

Upper deck stairwells, as verbal acceptance on 1261 from MCA received the work to cut these out will begin on the forward section. Stairways ready for fabrication.

**Action 009 – FMPG to send CMAL training program for decks/clamshells
FMPG to demo Mez decks to CMAL**

FMPG – OORs – 6 closed with 8 for sign off. [REDACTED][REDACTED] and CMAL weekly meeting on this with FMPG to be commenced with risks escalated to the monthly project meeting.

Action 008 - FMPG to ensure weekly OOR meetings with relevant stakeholders.

FMPG – Workbook on below-bulkhead escapes spaces has been provided to MCA, and this is being considered [REDACTED]

[REDACTED] Watching brief on this with CalMac in agreement to consider again once there is some clarity from MCA.

FMPG – [REDACTED]

FMPG – contractor due to restart on site with more fit/test of LNG pipework this week, [REDACTED].

CMAL – [REDACTED]

This is ongoing with CalMac.

CMAL – [REDACTED].

Action 010 – FMPG to continue program and escalate any risks to monthly project meetings.

CMAL – [REDACTED] [REDACTED])

Action 012 – FMPG procurement leads to consider key contract items for 802 and ensure ITT is fully specified with requirements.

CalMac - Discussed the need to schedule FMPG ECDIS training to allow CalMac to schedule around crew availability.

Action 004 - CalMac to confirm January 24 dates to FMPG

CalMac to share the [REDACTED] impact assessment in advance of the next project meeting on 14 Sept.

Action 011 - CalMac.

Transport Scotland – some discussion over final passenger numbers and freight load – this is to be provided as soon as possible to CMAL, SCAD and TS to enable contract variation, and impact on timetabling/crewing to be finalised for operational planning.

Action 013 - FMPG to provide final passenger numbers

3. AOB

[REDACTED]

Meeting closed.

801 User Acceptance Workgroup – Weekly meeting

29th August 2023

Attendees:

[REDACTED] - Scottish Government (chair)

[REDACTED] - FMPG

[REDACTED] – FMPG

[REDACTED] – FMPG

[REDACTED] – Transport Scotland

[REDACTED] – CalMac

[REDACTED] – CalMac

1. Actions from previous meeting

Action log reviewed and updated version to be circulated

Action SCAD

2. Hot topics

FMPG – Clamshell doors complete with work on ramps next week

MCA have signed off all 3 deck cabins

2 OORs closed, 14 remain open

Stairways for redesign cut – confidence on timing of works pre dry-dock good with [REDACTED]

FMPG – [REDACTED]

FMPG – Workbook on below-bulkhead escapes spaces with 2 solution options provided to MCA [REDACTED]

CalMac – Key recruitment roles signed off and key dates for the remaining crew with TS/SG

Transport Scotland – timetabling and costing sign offs required

3. AOB

FMPG - 802 full MCA compliance solution being worked on for upper decks

Meeting closed.

MV Glen Sannox SG Acceptance

Workgroup

Actions log

Action ID	Status	Action	Date action announced	Action due	Owner	Update / Comment	Complete
A002	Open	FMPG to present commissioning plan to CMAL once developed.	22 August 2023	30 October 2023	FMPG	19/9/23 Ongoing 26/9/23 ongoing 03/10/23 ongoing	No
A004	Closed	CalMac to arrange the familiarisation and training schedule for ECDIS - share with CMAL and FMPG to ensure alignment with handover programme.	22 August 2023	by 25 August 2023	CalMac	Training schedule to be arranged for Jan 24 - training dates to be sent to FMPG	Yes
A005	Open	FMPG to update spares list for CalMac	22 August 2023	30 October 2023	FMPG	19/9/23 - ongoing but will potentially be larger list than anticipated 29/08/23 Spares list delivered items been supplied, fuller list of Lloyds and contractual spares ongoing 22/08/23 Ongoing - items sent list provided to CalMac 23/08/23 26/09/23 list now with procurement and offer of resource from CalMac will be used 03/10/23 updated date to end Oct due to lead times	No

A008	Closed	Weekly meeting to review OORs with CalMac, CMAL and FMPG - to be arranged - risks to be escalated to monthly project meeting	15 August 2023	29 August 2023	FMPG	29/08/23 - weekly meeting on site being held	Yes
A009	Closed	CMAL requested program for training on clamshell doors and Mez-decks	22 August 2023	29 August 2023	FMPG	29/08/23 - Calmac to provide availability - training for new recruits to be built in for training program	Yes
A010	Closed	CMAL requested ongoing review of previous installation quality	22 August 2023	29 August 2023	FMPG	29/8/23 - Sampling of galv piping quality complete, videos and report available for CMAL and CalMac if required.	Yes
A011	Closed	CalMac to share paper on ^[REDACTED] impact assessment prior to project meeting	22 August 2023	13 September 2023	CalMac	29/8/23 ongoing Project meeting now 13 Sept	Yes
A012	Open	FMPG procurement leads to consider key contract items for 802 and ensure ITT is fully specified with requirements.	22 August 2022	30 November 2023	FMPG	19/9/23 - ongoing and CEO assured that key contractor requirements being identified but noted that [REDACTED] 29/8/23 - ongoing with scope of work relevant to 802 and escalation to RR project meeting 26/9/23 procurement to update board on current status of contracts for 802, and risks escalated to RR for 802 03/10/23 ongoing meetings to outline scope for new contractors	No

A013	Closed	FMPG to provide final passenger numbers and seating to CMAL	22 August 2023	13 September 2023	FMPG	29/8/23 - [REDACTED] Calmac to review and share with SG - transfer of outstanding muster issues to new action A015	Yes
A014	Open	Weekly meeting to review OORs with CalMac, CMAL and FMPG - to be arranged - risks to be escalated to monthly project meeting	29 August 2023	30 October 2023	FMPG	19/9/23 OOR risk - CalMac need list issues which impact on operation Action was previously A008 which was closed in error so new action opened 26/9/23 - list in development but this will not be complete until later in Oct for those items which impact vessel operation. 03/10/23 OORs on removal routes FMPG to develop plan and assurance on confidence on OORs on these areas (CMAL and CalMac will need to be involved in solution and instruction development)	No
A015	Open	CalMac to consider retail offer and the impact on crew numbers for muster	19 September 2023	26 October 2023	CalMac	CalMac will revert once the understanding of crew required to deliver retail offer on vessel is available	No
A016	Closed	All parties to consider development of operationalisation Communications plan, particularly involving CalMac and TS	19 September 2023	3 October 2023	all	[REDACTED]	Yes
A017	Open	CalMac to risk assess below bulkhead escapes on completion of MCA decision	26 September 2023	30 October 2023	CalMac		No

A018	Open	FMPG/CMAL to develop LNG bunkering and sea trials plan to include option of trial operation from [REDACTED]- including costing/fuelling delivery	26 September 2023	16 December 2023	FMPG/CMAL	03/10/23 FMPG taking forward with CMAL and to report back to 801 Acceptance WG	No
A019	Open	Full list of spares and equipment to be developed for 802 - as a result of development of list on 801	3 October 2023	30 March 2024	FMPG	03/10/23 Ongoing and will be entered into program for 802	No
A020	Open	TS to report back on operationalisation and timetabling comms plan	3 October 2023	30 March 2024	TS		No
A021	Open	List of certificates for vessel	3 October 2023	30 March 2024	FMPG		No
A022	Open	FMPG/CMAL to set up separate operational WG to deliver crew for sea trials	3 October 2023	1 December 2023	FMPG/CMAL	03/10/23 - email from [REDACTED] to CMAL refers	No