Annual Report

Ministry for Transport and Infrastructure
Office of the Permanent Secretary

Office of the Chief Information Officer

Mission Statement

To enable the Ministry develop strategies in ICT that evolve internal departments function in a proactive manner by harnessing the full potential of new technologies and work practices.

CIO Office

Human Resources

During last year, a number of changes in personnel were experienced; whereby one person was promoted to ICT Officer, and another was replaced.

The roles of ICT Officers within this office were not clearly defined and this was a primary challenge to tackle. This was treated as a project and through internal team meetings a definition of roles and responsibilities for each ICT Officer was set. All Officers are now executing their assigned role and objectives are being met to a high degree of success.

In order to have the ICT Officers perform to a high degree, a Training Needs Analysis (TNA) was conducted to fill in the skills gap between the required skills with the current skill set. This resulted in a training profile creation for each officer. During this period review, CDRT courses were attended to cover in depth knowledge for present skills as well as introduction to new skills especially Project Management skills direly required by this office. During last year a total of 80 hours of training was given to these Officers, which included both CDRT training as well as attendance to conferences by private enterprises covering ICT material.

Internal Restructuring

This Office besides the changes to the roles and responsibilities of the Officers, a number of significant changes were pushed forward. The Office started to change from a fire fighting mode into a proactive unit that took measures to reduce and eliminate as much as it could issues before these escalated into problems.

The Office was directed to embark on projects that had an impact on operations, a reduction of the effort required to conduct resolution of incidents and redeploy same effort to build a more robust infrastructure.

An internal review of procedures was also conducted in order to align processes with the new vision and expectations of this Office. These changes were also communicated and shared with other CIO Offices so as to simplify as much as possible the CIO function within Government.

Budgeting and Procurement

This Office is responsible to manage MITA’s Service Contract which outlines all the non-core services provided by MITA. The services listed in this contract are analysed in detail to ensure the services the Ministry is being charged for are correct.
Besides, this Office is also responsible for the collation of requirements for all the Ministry and submits these business cases to MITA in order to get funding. During this budget cycle, the funds available were distributed amongst the different departments through ongoing projects, new hardware and some infrastructure.

A very small percentage of the full budget could be spent on new projects since the bulk of the €150k was all committed funds towards existing contracts.

Budgeting for year 2015 was done with a strong commitment towards much needed applications to increase productivity, decrease bureaucracy, release human resources to other tasks and have information available on projects.

**Student Placement Program**

During this summer a number of students were engaged through this program in order to fill niche sectors that this Office lacked. These students have participated in a hardware audit that was direly required, that was eventually used to create a tender for printing facilities throughout the Ministry. Another task that they participated in was the pilot development of an interactive intranet for use by employees. This shall form the basis for the actual development and deployment of an official intranet for this Ministry.

**Operations**

This Office is responsible to maintain the Ministry Data Centre. A decision has been taken to reduce the footprint of this Data Centre and thereby release office space and reduce power consumption. This was achieved by amalgamating the PABX and Data Centre space. The former room was refurbished and raised flooring put in. It is expected that the full migration of the Data Centre would be finalised during next year.

Throughout this year, a number of active components on the Local Area Network (LAN) were upgraded in order to start the much required technology upgrade of the whole infrastructure. In so doing, this Office is paving the way to render more service over the LAN.

This Office maintains a Network Attached Storage (NAS) in order to compliment the storage available at MITA. This storage was upgraded during this year to better serve the needs of the Ministry. Due to lack of funds, this NAS is still being shared with MSDEC and Restoration Directorate. Plans are in place to utilise funds from next year to affect the split between these Ministries.

Another area of responsibility is the voice network or telephony for the Ministry. During this period, discussions were held with supplier to upgrade this hardware and also remove the dependency of other Ministries from this Office. Changes were affected towards this end and this Ministry is ready to changeover to the new hardware once this is procured from next year’s budget.

During the year, even though desktop support is due to be provided by the Ministry’s Desktop Services Supplier and MITA, users have a tendency to contact this Office for first line support. This Office contributes the majority of the desktop support required at the Ministry Secretariat and the Permanent Secretary Office.

On various circumstances this Office offers desktop support to users using remote desktop facilities. First line technical support with printing facilities, uninterrupted power supplies, scanners and other devices is provided on site for all Departments.
The MITA service contract was thoroughly scrutinised to verify that all services charged for was accurate. Besides accuracy, some services were queried through individual departments and requirements revaluated. This gave rise to a number of services (and subsequent charges) being removed from this contract. This exercise was also beneficial to other Directors who started to appreciate the cost of services especially the recurrent impact on the ICT budget.

On another initiative, a period contract was issued for printing facilities throughout the Ministry. The objective of this initiative is to reduce costs, downtime on hardware malfunction and introduce new services to the departments.

Projects

Windows 8

This project was a spill over from 2013 and was finalised in the second quarter of 2014. This entailed the upgrade of all Ministry desktops to Windows 8.

Shared data repository

This project is a spill over from 2013, this entailed the rationalisation of the data held at MITA. This rationalisation also included the splitting of data pertaining to other Ministries.

GHRC

This entity within the Ministry portfolio was restructured and hence required a lot of handholding. This Office assisted GHRC in creating a service agreement with MITA. Procurement of hardware and software was done together in order to mentor GHRC in procedures.

Continental Shelf Jurisdiction

The Continental Shelf Jurisdiction (CSJ), was supplied with a solution to start the digitisation of its data. Two high end workstations and specialised software was procured for this initiative.

eTransfers

This project was a spill over from 2013 and finalised during the third quarter of this year. This Office acted as a contract management and all development was done through MITA.

Campus Fibre Network

This campus fibre was commissioned fifteen years ago and therefore both from a technology update and capacity was nearing its limits. RFQs were issued to add on to this fibre capacity in order to gain resilience, more capacity and flexibility of use. Parts of this objective are still works in progress due to dependency on the Data Centre physical migration.

ACAD upgrades

During the first and second quarters, hardware and software upgrades were affected to the design department. This upgrade has given them a better edge in their service delivery to their internal clients.
WID Geographic Information System (GIS)

This initiative though in its infancy shall form one of the pillars of an integrated MIS for this Ministry. A number of workshops and external meetings were held to formulate a strategy and plan a road map for this initiative. Key achievement of this initiative was the approval gained from project leader to utilise EU funds under the ERDF programme. Various external and internal stake holders were brought on board to contribute towards this strategy. It is being planned that the implementation of the first phase of this project would start in first quarter 2015.

EURDMS

This Document Management System was wholly transferred under MTI from MEiB. This Office is responsible for the maintenance and upkeep of this application both for Ministry departments as well as Transport Malta.

MIS Planning

This year has been a learning process for this Office to manage the information requirements both of this office as well as for other departments within the Ministry.

Through constant meetings with individual directors and Permanent Secretary, a cohesive strategy has coalesced for the MIS requirements of this Ministry. A number of these initiatives/projects have been planned, submitted and budgeted for next year’s work plan as objectives for this Office.

Hiving off of services to other Ministries

Due to legacy Ministry portfolio responsibilities, two other Ministries were utilising our services for some of their operations. During this year, agreements have been reached with two other CIOs to take over operations from this office. MSDEC, being the largest recipient, has almost completely handed over, with MJLC (Restoration Directorate) still having some services being rendered through this office.

Business Process Management

Process within the CIO Office, were charted in order to streamline, normalise and concatenate with internal and other external processes. Through this exercise, linkages to other departments and external entities’ processes were realised. The paper trail was reduced and instead triggers for internal data repositories entries were created. This exercise also gave us experience in conducting such tasks in areas in which we have no business knowledge of.

People Management Department was the first external department we tackled as far as BPM is concerned. We charted the most easy and most used processes in order to gain as much business knowledge as possible. From this exercise we were able to create system requirements and a prototype workflow and a pilot internet based application was developed.

Websites

MTI.gov.mt

This website was overhauled and changes requested through Communications Office OPM were all implemented. Site is very well updated with constant liaison with Ministry Communications Officer and other stakeholders.
EPC.gov.mt

This site though not under CIO Office management was supplier managed to fix issues and introduce new requirements. During this year, CIO Office instigated the changeover of the site from WF1 to WF2. The complete changeover is still in progress.

CleanupMalta.gov.mt/Garbyandtidy.org.mt

This site contents were archived and a new site was proposed. The new site was created to launch a Ministry initiative. This is in replacement of the original site mentioned above. The site is still works in progress.

GHRC.gov.mt

CIO Office was involved in handholding the transfer of this site from this Office to GHRC personnel. All updates and new pages were discussed and implemented.

BICC.gov.mt

This site was handed over to MSDC Ministry.

*Mr M Pisani*

*Chief Information Officer*
Occupational Health and Safety

This unit carries out Occupational Health and Safety inspections throughout the departments falling under the remit of the Ministry for Transport and Infrastructure. The ministry departments; thus ensuring that all are abiding by the Health and Safety Legislations. Throughout 2014, 96 inspections were held in various offices while 489 inspections were held on work sites. A report is drawn up on each inspection carried out.

The Health and Safety Unit (H&S Unit) provides also the following services:

- guidance to various departments;
- information relating to Occupational Health and Safety Issues;
- investigates/analyse Accident Reports and provide necessary solutions to remedy the situation;
- follow ups of inspection according to the risks and needs involved.

The H&S Unit has launched a project to encourage leaders in their respective w/shops to carry out a Risk Assessment or revise the existing assessment within their w/shops. The Health and Safety Unit assist and monitor the outcome of MTI projects including:

- Bormla Cospicua Rangers;
- May Butcher Street, Iklın;
- Birgu Regatta Slipway;
- Triq il-Pulvieri, I/o Żurrieq;
- Triq it-Torri, Gudja;
- Dingli Girl Guides;
- Balluta steps;
- St. Clement Reservoir, Verdala.

A Health and Safety Plan was drafted for May Butcher Street, Iklın (TM)

During 2014, the H&S Unit attended the following courses organised by: Various local entities

<table>
<thead>
<tr>
<th>Course</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training Needs Analysis</td>
<td>1</td>
</tr>
<tr>
<td>Construction</td>
<td>6</td>
</tr>
<tr>
<td>Fire Detection, Fire Fighting, Fire Safety &amp; Protection</td>
<td>6</td>
</tr>
<tr>
<td>Health Workplaces Campaign Managing Stress</td>
<td>4</td>
</tr>
<tr>
<td>Active Ageing</td>
<td>2</td>
</tr>
<tr>
<td>Workplace Health and Wellbeing</td>
<td>1</td>
</tr>
<tr>
<td>Microsoft Project</td>
<td>1</td>
</tr>
<tr>
<td>Transport of Dangerous Goods</td>
<td>1</td>
</tr>
</tbody>
</table>

Courses abroad:

<table>
<thead>
<tr>
<th>Course</th>
<th>Attendees</th>
</tr>
</thead>
</table>
The Health and Safety Unit organised the following Seminars/Courses to Director, Architects, Engineers and MSD Marsa and Kordin workers:

<table>
<thead>
<tr>
<th>Course</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic H&amp;S Information Part I</td>
<td>120</td>
</tr>
<tr>
<td>Basic H&amp;S Information Part II</td>
<td>140</td>
</tr>
<tr>
<td>Basic H&amp;S to workers</td>
<td>60</td>
</tr>
<tr>
<td>Chemicals to workers</td>
<td>40</td>
</tr>
<tr>
<td>Induction H&amp;S - Scaffolding</td>
<td>6</td>
</tr>
</tbody>
</table>

This unit is taking necessary action to organise the following courses in the near future:

- First Aid
- Crane operators, cherry pickers and fork lifters

**Health & Safety Representatives Meeting**

Regular Health and Safety meetings are held so as to provide officials from the various departments with more insight and knowledge on health and safety issues/legislation. Health & Safety Representatives meetings are made on an average of four to five meetings per year.

**Gathering of Injury Reports**

The Health and Safety Unit received 23 hard copies of the Injury Reports (2014) from the Human Resources. Workers involved are then called for an injury investigation.

**Evaluation of Tenders**

During 2014, the Health and Safety Unit was involved in the adjudication of tenders related to the following items:

- Sun Protection Lotion;
- Safety Boots, knee and half knee;
- Safety Helmets;
- Hard Hats;
- Bump Caps (Base Ball);
- Respirators;
- Various Protective Gloves;
- Full Body Harness;
- Hard Laundry Soap Bars;
- Liquid Soap;
- Pest Control.
Health & Safety Information

This office provides information to the various students [mainly 1st and 2nd year University Students] in order to further their studies in the area.

Mr R Barbara
Senior Inspector
Occupational health and Safety Unit
Support Services Division

Mission Statement

To provide support services and advice to the Permanent Secretary, and to co-ordinate the activities of the Directorates falling under the Ministry for Transport and Infrastructure.

The overall purpose of the Support Services Division is to improve the quality of support services provided to the various Directorates falling under the portfolio of the Ministry for Transport and Infrastructure. Whilst ensuring accurate preparation of management information, the Directorate coordinates the compilation of Business Plans and Financial Plans.

This Directorate is also actively involved in the promotion of the implementation of the Comprehensive Spending Review within the Ministry.

The Support Services Division performed its functions through the following Directorates and Sections:

- **People Management Directorate**: responsible for providing support and assistance to the various Departments in the planning, recruitment and performance appraisal of staff; in conformity with policies, procedures and relevant legislation.

- **Financial Management Directorate**: responsible for the financial administration and financial control of the expenditure incurred by the various Departments. This section is also responsible for the payment of the four weekly salary payments of all staff within MTI;

- **Procurement & Supplies**: responsible for all the various processes relating to tendering procedures and procurement of items, distribution of supplies and stores and inventory within the Ministry;

- **Registry**: responsible for the movement of files and all incoming and outgoing correspondence relating to the Ministry.

People Management Directorate

During 2014, the People Management Directorate (PMD) was the administrative service provider of the Ministry for Transport and Infrastructure (MTI) in all aspects of human resources management. The Directorate is the hub of the Ministry serving as a liaison between all the Directorates within this Ministry. Its main objective was to meet the organizational requirements of the Ministry and of all its employees in aspects such as, employee relations, recruitment, promotions, increments, retirements and so on. The Security Services Section of the Ministry also forms part of this Directorate.

**STAFF RECRUIMENT, APPOINTMENTS AND PROMOTIONS**

At the end of 2014, the Ministry for Transport and Infrastructure had a staff complement of 1804. An internal capacity building exercise was carried out during 2014. The Recruitment Section processed calls for applications in order to fill 160 vacancies (posts and positions) within the Ministry. All applications received were duly acknowledged and lists of applicants were forwarded to the Public Service Commission. These were then followed by the whole selection
process until the engagement or the promotion of the chosen candidates. During this year, the Directorate engaged 82 new recruits from outside the Public Service. The Recruitment Section processed 211 new Appointments, 6 new Contracts, 5 Promotions, and 61 Confirmations of Appointment.

DATA MANAGEMENT

The Data Management Unit at the People Management Directorate, following the drastic changes in 2013, continued in reforming the way of operating during 2014. During the last weeks of 2013, it was felt that it had to embark on a new operating system and thus experiments with Microsoft Access were taken in hand. Data was transferred from Microsoft Excel Sheets to the new system wherein continuous updating occurred.

Transfers are issued on internal or external grounds, as well as, for the restructuring of Units. The new system contains all the transfers that occurred as from 9 March 2013. Each and every transfer is numbered for ease of reference. Tables in this data system include personal data on employees per Directorate, on Contracts, History of Transfers and History of Events for each employee, etc. This Unit handled over 500 History of Events during 2014.

The Data Management Unit also performed an exercise on the archiving of disciplinary files. Each document is now traced through a Reference Number, as well as, by the Disciplinary File Number which is originated by this Directorate’s Registry.

A new system was also introduced for manual leave/sick leave cards which are now numbered and personal files. Personal files were given a new Identification Number. These files are now stored in cabinets according to this new numeric system. This is also facilitating the retrieval of these files by the messengers and will definitely make life easier to any future employee working in the registry environment.

TIME AND ATTENDANCE

While the new Notification Forms System was being introduced at the beginning of 2014, the number of Desk Officers receiving notification forms through the generic mail was reduced to five during the year. These employees catered for a minimum of 1804 to a maximum number of 1845.

In February 2014, the Ministry for Transport and Infrastructure embarked on using the DAKAR AMS system. Following an introductory course in January, employees from the People Management Directorate highlighted a number of issues which according to their experience were not working ideally in the DAKAR System. After these employees met officials from OPM, MITA amended the system accordingly for the benefit of all concerned. On a number of occasions, this Unit continued to pass on to OPM corrections and improvements which were vital to the new system. These efforts led to the fact that this Unit was identified as the best and most efficient user of DAKAR AMS by OPM officials.

By the introduction of DAKAR, employees could do without the existing VPN connections and thus reducing costs for the Department. Each VPN token was returned to MITA. Printing of notification forms was totally abolished whilst archiving of emails with notification forms continued on the same pace. Moreover, a number of focal points were chosen in various directorates to lessen the burden on the central HR Directorate as regards queries on VL balances, etc. The nominees from all the directorates were invited to attend a meeting which was held in April at the Ministry’s Board Room to be informed on how to use the DAKAR in connection with HR issues, such as, vacation leave and sick leave.
Time and Attendance also altered the operational process with which normal operations took place in preceding years. More than having each desk officer acting independently, the new centralised system comprises of an officer who takes care of Form A, GP51, Ex-Impressed Allowance sheets and the Architect’s Allowances globally, thus allowing the other desk officers to handle more employees on their books.

SECURITY SERVICES

The Security and Watchmen Section within the People Management Directorate is entrusted with the twenty four hour surveillance of buildings, public recreational areas and works in progress on projects being undertaken by the Ministry. This Section is responsible for ensuring that precautionary measures are taken in order to prevent unauthorised entry, as well as, to curb the incidence of vandalism in the sites that are under surveillance.

Security Staff, which in 2014 numbered 156, are also responsible for carrying out random inspections on employees at the various work sites and work stations. As part of a disciplinary effort targeted to deter absence without authority, throughout 2014, the Security Staff together with the Inspection Unit, under the remit of the Permanent Secretary’s Office, carried out 80 inspections in order to verify the attendance of the employees of the Ministry for Transport and Infrastructure.

CONDITIONS OF EMPLOYMENT/RETIREMENTS

The People Management Directorate processes documents covering all services rendered in the area of conditions of employment. In this respect, in 2014 there were 26 reports of cases where employees were injured while on duty, an increase of 15 cases on the previous year’s figure. The Directorate also vetted 5 cases of employees who were medically boarded out, after being recommended for this purpose. Retirement age was reached by 91 employees and their respective pension papers were processed by this Unit. The Directorate continued to liaise with OPM and ETC in this area particularly with respect to commencement and termination forms. During 2014, there were 2 resignations and 8 deaths while still in service.

With regards to private work performed by employees at the Ministry for Transport and Infrastructure, it is to be noted that at the end of 2014 there were 81 employees who had permission to perform private work.

PERFORMANCE MANAGEMENT

During 2014, the People Management Directorate dealt with the total amount of 238 Performance Management Plans (PMPs). The overall purpose of the PMPs is to keep track of the general performance of MTI employees, principally during the processing of their increments, progressions and promotions. This performance management programme is in turn overseered by the Public Administration HR Office. At the same time, the Directorate handled 251 Increments, as well as, 49 Progressions. 2 Increments were withheld during 2014.

TRAINING

External Training

Courses attended at external training bodies

During 2014, the Directorate continued to provide assistance to three MTI employees who were awarded sponsorships in the areas of Business Administration, Quantity Surveying and
Information Technology. This Directorate also proceeded to award a new sponsorship to one employee who is now reading for a Bachelor in Work and Human Resources (Hons.).

Furthermore, the People Management Directorate has assisted other three MTI employees to participate in Workshops and Conferences locally and abroad. The areas covered were Project Management: Agile Estimating and Planning, and Flooding Management and Relief. This Office’s liaison with CDRT made it possible for MTI to tap further EU Funds as this external training has been sponsored out of the European Social Fund Programme, namely ESF4.100.

**Internships**

This Ministry accepts the services of foreign interns on paid arrangements. During 2014, the Ministry for Transport and Infrastructure engaged 4 students through IAESTE (International Association for the Exchange of Students for Technical Experience) for durations of 8 weeks per student who had expertise in engineering, architecture and other fields. Such exchanges ensure that Maltese students have the opportunities to get similar experiences and related knowledge in foreign countries.

**DISCIPLINE**

**Disciplinary Action under Regulation 19 and Regulation 20**

This Directorate is also responsible for coordinating the disciplinary effort of the Ministry, in terms of the Disciplinary Procedure in line with the Public Service Commission Regulations. This year the disciplinary effort by the Directorate under Regulation 19 and Regulation 20 consisted of 80 new discipline cases, of which 67 landed a guilty verdict. These cases comprised to a total of 60 Written Warnings (under Regulation 19) being issued; and 13 Boards of Discipline (under Regulation 20) which resulted in a total of 7 guilty verdicts.

The major offence committed by employees at the Ministry for Transport and Infrastructure regarded absence without authority, which is apprehended during random inspections. Other offences, for which disciplinary action was taken during 2014, included malingering, insubordination, disobeying superior orders and negligence. During 2014, no employees were dismissed as a result of disciplinary action under these Regulations.

**Criminal Cases**

On the strength of the same Disciplinary Procedure in line with the Public Service Commission Regulations, throughout 2014 the Directorate continued to process disciplinary action in regard to criminal cases involving MTI staff. At the end of the year 2014, MTI had a total of 27 pending criminal cases involving employees who were arraigned in front of the Criminal Law Courts of Malta. One of these cases involving criminal charges was initiated during 2014. Out of the 26 MTI employees involved in criminal procedures, 8 were still temporarily suspended on half pay by the end of 2014. This year the Public Service Commission, with whom the Ministry collaborates in order to meet the requirements of the Disciplinary Procedure which includes the handling of criminal cases, did not recommend any dismissal of employees as a result of guilty verdicts at the Criminal Courts of Malta.

**SPECIAL LEAVES AND FAMILY FRIENDLY MEASURES**

During 2014, employees of MTI benefitted from special leaves and other various family-friendly measures. The following table shows the beneficiaries from MTI for the year 2014.
<table>
<thead>
<tr>
<th>Leave Type</th>
<th>Female</th>
<th>Male</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maternity Leave (first 14 weeks)</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Career Break (PSMC 5.3.4)</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Leave to try alternative employment in the private sector (PSMC 4.8.9)</td>
<td>0</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Cultural Leave (PSMC 4.4.1)</td>
<td>0</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>International Sports Activities held locally and abroad (PSMC 4.5.6)</td>
<td>0</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Leave for a special reason (PSMC 4.8.3 / 5.3.6)</td>
<td>2</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Study Leave (PSMC 4.8.8)</td>
<td>8</td>
<td>5</td>
<td>13</td>
</tr>
<tr>
<td>Release of Public Employees to work with Voluntary Organisations (PSMC 4.9.3)</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>14</strong></td>
<td><strong>19</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>

**DONATION OF VACATION LEAVE FOR HUMANITARIAN REASONS**

During 2014, a central fund for donations of vacation leave was set up at OPM. This fund was totally administered by the Employee Relations Unit within PAHRO. 2845.75 hours of Vacation leave were donated from MTI employees. On the other hand, a number of requests were issued from this end and OPM approved donations totally amounting to 3775.25 hours to employees hailing from MTI.

**Flexi Hours**

The flexi-hour system within the Directorate was continued during 2014. Through this system, the Directorate guarantees its service between 7:00 - 17:15hrs in Winter, and between 7:00 - 15:15hrs in Summer. The Directorate also continued to facilitate the implementation of flexi-time schedules for other line departments with the objective of providing its employees with a positive alternative to having to resort to reduced hours or periods of special unpaid leave. At the same time, the whole Ministry is not losing the services of experienced employees or having to replace and re-train them.

**Telework**

During 2014, the number of teleworkers at the Ministry for Transport and Infrastructure fluctuated between 71 at the maximum and 62 at its lowest ebb. However, at the end of the year it stood at
There are currently 20 males and 43 females engaged on a telework arrangement. Reasons for teleworking vary, in that, there are 46 working parents, 6 single parents, 6 taking care of ageing parents and 5 availing themselves of telework for medical reasons.

In the meantime, 12 of the 21 employees deployed at the People Management Directorate are engaged on a Telework Agreement, which makes up to 57% of the total employees. Of these 4 are males while 8 are female employees. The teleworking procedure within the Directorate is being closely monitored, and it has been observed that on the whole, telework has increased the work motivation of these employees, who are very flexible and this has increased their efficiency in dealing with the clientele.

Mr D Bonello
Director - People Management
Finance and Administration Directorate

Financial Management

The Finance Management Directorate is responsible for all financial transactions pertaining to the Ministry, Permanent Secretariat, the various Directorates within MTI. Throughout the year, it provided the Departments within the Ministry for Transport and Infrastructure with the necessary, and essentially effective, assistance in matters relating to finance and procurement of supplies and services, whilst providing management with the necessary financial monitoring by means of the Financial Control Unit in order to keep the Directorates’ finances in line with government Financial Regulations. As a result of the monitoring of expenditure, identified savings were transferred to those Items where additional funding was required for the efficient operation of the Directorates.

Accounts Section

This Section is responsible for the monitoring and administration of the financial aspect of the Ministry.

During the year 16,285 payments were carried out.

Processing of payments is completed within timeframes as stipulated in the payment directives once it has been ascertained that relevant Government Procurement and Financial Regulations.

The Accounts Section continued with the restructuring programme being undertaken at this section – a programme that has now been running for a number of years now, transforming the Accounts Officers’ role from a passive to an active and dynamic one.

Through this programme the Accounts Section aimed towards increasing efficiency and cost effectiveness in accounting processes, particularly the early settlement of dues to the Department’s suppliers. To this effect, Senior Officers from the Accounts Section set up monthly meetings with every project manager responsible for each Capital project in hand to establish expenditure targets for each project and to regularly monitor the progress in the implementation of these projects. A financial report regarding Capital Projects is issued monthly during the first week of the subsequent month. This comprehensive report enables us to attain better management of the capital vote through clear projected expenditure and step up project implementation.

The following table is a summary of all DAS transactions that were carried out by the Accounts Section during 2014:

<table>
<thead>
<tr>
<th>Month</th>
<th>Batches</th>
<th>Payment Vouchers</th>
<th>Multi Payments</th>
<th>Transfer &amp; Adjustment</th>
<th>Petty Cash</th>
<th>Total</th>
<th>Rejects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Totals</td>
<td>1547</td>
<td>11207</td>
<td>4326</td>
<td>740</td>
<td>12</td>
<td>16285</td>
<td>635</td>
</tr>
</tbody>
</table>
The table below shows the amount of payments effected in monetary terms during the year 2014:

<table>
<thead>
<tr>
<th>Recurrent Vote (excluding Personal Emoluments) €</th>
<th>Capital Vote €</th>
<th>Total €</th>
</tr>
</thead>
<tbody>
<tr>
<td>60,100,207</td>
<td>83,919,610</td>
<td>144,019,817</td>
</tr>
</tbody>
</table>

Revenue Section

The Revenue Section comprises the Cash Office and the Collection Unit. Together with the procurement and Supplies Section, the Cash Office within the Revenue Section is a ‘One Stop Shop’ regarding tendering/payment procedures; whereby all transactions relating to quotations, tender documents and any other related material are handled by the Cash Office. It is the ongoing goal of the Revenue Section to improve on effective control and monitoring of outstanding dues from various departments within the MTI and on the proper registration of claims.

Every effort has been made to reduce outstanding arrears of revenue during 2014. To this effect an intensive exercise was carried out in liaison with Treasury department during the second part of the year.

Financial Control Unit

The main role of the Financial Control Unit (FCU) is:

- to exercise financial control over the expenditure being incurred by the various departments and units throughout the Ministry;
- to investigate, formulate and initiate cost-cutting measures and structures; and
- to assess the financial viability of the Ministry’s initiatives.

The FCU strives to implement effective control and monitoring on the commitments raised and the relative outstanding payments. Through various structures that have been set up and coordinated by the FCU, commitments and their respective settlement are being more effectively managed. Allotted funds are being utilised more efficiently and effectively, whilst expenditure wastage and excess is continually being identified and rectified. Moreover, the formulation of business plans and projections is much more realistic.

Salaries Support Unit

The Salaries Support Unit is responsible for the flow of information that is transmitted from the Directorate in Malta to the Gozo-based Salaries Section that caters for the computation of all salaries of this Ministry. This Unit serves as the liaison office through which all information relating to the correct computation of all salaries is channelled, besides acting as a customer-care unit for our employees.

All salaries pertaining to all the departments within this Ministry are being processed by the Ministry for Gozo employees under our direct management. This Unit closely monitors the operations of this back-office work being done in Gozo with a view to maintaining the high efficiency levels expected from this Section.
During 2014, this Unit embarked on an exercise whereby employees who do not have a gov.mt email account were encouraged to submit an email for the submission of electronic payslips, thus reducing postal and human resources expenses.

**Travel Support Unit**

The Travel Support Unit is responsible for the travel arrangements required by this Ministry’s officials requiring overseas travel abroad; in line with established PSMC guidelines and procedures and based on standing financial regulations.

**Procurement and Supplies**

The functions of the Procurement and Supplies Section involves processes whereby:

- contracts for services and/or purchase of all types of materials, machinery and equipment, repairs of machinery and equipment, stationery and general items [for all Departments falling under the remit of the Ministry for Transport and Infrastructure] are issued after requests for offers are made either through tender or through calls for quotations;
- Requisitions for all procurement needs through the nominated period contractors and from the open market are processed. For this purpose, a large central store is situated at Mrieħel and a smaller store for stationery and other day-to-day requirements is found at Floriana;
- the disposal of various unserviceable and obsolete items from various departments either by selling the items tale quale following calls for tenders or, if found unserviceable, by dumping such items at appropriate dumping sites following the standard procedure through appointed boards of survey;
- the compilation and management of the Ministry’s inventory.

During 2014, this Directorate continued to provide support with the publication of 28 tenders and 16 quotations until May 2014 to MSDEC Procurement Section.

The following table indicates the number, type and value of the tenders and Direct Orders generated by the Procurement and Supplies Section during 2014. Throughout, all processes were carried in line with Government Financial Regulations and Public Procurement Regulations.

<table>
<thead>
<tr>
<th>Contracts Issued during 2014</th>
<th>MSDEC</th>
<th>MTI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number Issued through</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total number issued</td>
<td>9</td>
<td>221</td>
</tr>
<tr>
<td>Departmental</td>
<td>7</td>
<td>87</td>
</tr>
<tr>
<td>Direct Orders</td>
<td>2</td>
<td>92</td>
</tr>
<tr>
<td>Quotations</td>
<td>0</td>
<td>42</td>
</tr>
<tr>
<td>Departmental</td>
<td>€172,930.97</td>
<td>€3,457,700.06</td>
</tr>
<tr>
<td>Direct Orders</td>
<td>Nil</td>
<td>€1,081,326.00</td>
</tr>
<tr>
<td>Quotations</td>
<td>€6,422.50</td>
<td>€137,476.31</td>
</tr>
<tr>
<td>Total Cost</td>
<td>€179,353.47</td>
<td>€4,676,502.37</td>
</tr>
</tbody>
</table>
The total number of tender documents sold during the year amounted to 140 with a global income of €3,940.00.

Besides the ongoing contracts for supplies and services continuously required, the Procurement and Supplies Section awarded a considerable number of Departmental Contracts connected with the Ministry’s main projects for year 2014.

During 2014 two objections to decisions taken by Tender Evaluation Committees were lodged and duly referred to Public Contracts Review Board.

The Procurement and Supplies Section also deals with the disposal of various unserviceable and obsolete items from various departments either by selling the items *tale quale* following calls for tenders or, if found unserviceable, by dumping such items at appropriate dumping sites following the standard procedure through appointed boards of survey.

This Section is also entrusted with the compilation and management of the Ministry’s inventory.

*Mr D Gravino*

*Director – Finance and Administration*
Registry

The functions of the Registry within the Ministry for Transport and Infrastructure are of paramount importance. The Registry is the vital organ that connects all stakeholders within the organisation. This exchange of information, the methods and procedures adopted, make the process of communication in the workplace as the lifeline of the organisation and teamwork as the keynote of efficiency.

Table indicates most of the work performed during 2014:

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Movements of Files</td>
<td>28,806</td>
</tr>
<tr>
<td>Files referred Put Away</td>
<td>4,391</td>
</tr>
<tr>
<td>Registration of Old Files</td>
<td>16,294</td>
</tr>
<tr>
<td>Opening of Files</td>
<td>2,382</td>
</tr>
<tr>
<td>Dissemination of Memos/Circulars</td>
<td>657</td>
</tr>
<tr>
<td>Queries on Files by mail/phone</td>
<td>6,842</td>
</tr>
<tr>
<td>Mail Received</td>
<td>27,503</td>
</tr>
<tr>
<td>GSPO’s Raised for Mail</td>
<td>€6,769.19</td>
</tr>
</tbody>
</table>

Ms MA Debono
Principal i/c Registry
CONCLUSION

During the year 2014, the Support Services Directorate continued to consolidate its services with the main aim of improving overall efficiency within MTI. This could in particular be achieved through:

1. the MTI Budgetary and Advisory Committee, chaired by Permanent Secretary MTI

The meetings of this Committee are set every quarter with a specific agenda. During the year, ad hoc meetings were also held to ensure that specific issues are addressed in a timely manner. To this effect, this Office has prepared and presented for discussion, during every meeting held, financial and human resource data utilized to identify the feasibility and sustainability of the Ministry’s expenditures, including recruitment. The end result being that MTI managed to implement its pre-set works programme and also recruit required Officials with the Government allocated capital and recurrent funds.

2. the active promotion and implementation of Government Comprehensive Spending Review Programme

This Programme [with the guidance of Prof. M. Mullard] served MTI to focus on tangible deliverables adopting zero activity based costings model. Through active implementation of this programme, together with regular analysis of monthly financial generated reports, specific savings could be effected which savings were then utilized for specific projects and to recruit the required Officials.

Additionally this Directorate has:

- participated actively in the identification and development of key tasks and performance targets relating to Ministry objectives;
- developed and maintained contacts with senior officials in the Ministry to ensure a cross-cutting approach to policy making and service delivery;
- provided direction to Head of Sections/entities within the Ministry in the preparation of operational plans to support the Ministry in the implementation of policy directives with a view towards effective implementation of programmes and capital infrastructural programmes;
- been responsible to manage and organise, in liaison with Transport Malta and the Ministry for the Family and Social Solidarity, the implementation of the ex-gratia car grant VAT refund scheme, resulting in the issue of circa 29,000 cheques over a five day period;
- continued to promote the uptake of family friendly measures so as to ensure more female participation in the workforce and a more effective work life equilibrium.

In conclusion through the support and collaboration of all Directorates within MTI together with optimal use of both human resources and financial resources, this Directorate succeeded in implementing Government policies/measures across this Ministry.

Ms A Debattista
Director General - Support Services
Policy Development Directorate

The Policy Development Directorate has various functions which contribute to the development of policy. The directorate manages the Ministry’s participation in EU meetings, coordinates all EU-related issues between the Ministry’s departments, entities and authorities as well as other stakeholders, including other ministries, the Permanent Representation of Malta to the EU and the EU Secretariat within the Ministry for European Affairs and the Implementation of the Electoral Manifesto. The Directorate facilitates the implementation of the Ministry’s endorsed policies, strategies and change management programmes, setting of objectives-related performance measures and monitoring the implementation of the required programs and activities including Malta’s transport Plan. During the year, Directorate took on the functions previously conducted by the Programme Implementation Directorate. As a result the directorate provides effective management oversight of the implementation of the programme plans within the Ministry for Transport and Infrastructure (MTI) and monitors and evaluates mechanisms to ensure the effective implementation of endorsed policies, strategies, projects and other horizontal change management initiatives instituted across the public sector, leveraging greater impact for the Ministry.

Since April 2013, the National & EU Projects Monitoring Committee that had been established by the Minister and approved by Cabinet Decision (and later supported by OPM-MEU) has been constantly monitoring projects and advocating project leaders both in respect of WID and TM projects. The Projects Monitoring Committee is a multidisciplinary multitasked group of experts, and includes a representative of MEIAM and is chaired by the Permanent Secretary and/or his representative. It is to be noted that until November 2014, the ere had also been a Director for Programme Implementation.

Through various data processes and by disseminating documents received from EU institutions and other information at its disposal, the Directorate strives to ensure that MTI’s entities and officials are kept up to date about EU initiatives and action in policy areas falling within the Ministry’s remit. Internal discussion is spurred headed and co-ordinated by the Directorate in an effort to formulate recommendations for national positions. Attendance and active participation in the relevant fora is vital and the Directorate ensures and co-ordinates such participation and follow-up action.

The Director (Policy Development) represents the Ministry in various EU-related committees, both locally and abroad.

Participation in Working Groups

The directorate ensured preparation and attendance of meetings to be attended by officials either from the Permanent Representation or from locally based officers. In the latter cases, the relevant officials were informed of meetings, provided relevant information and it was ensured that positions were taken in line with Government policy with consultations being undertaken as necessary. In the case of ad hoc meetings and in other cases as applicable, the directorate made recommendations as to attendance. It was ensured that committee and expert group meetings as well as council working groups were always attended and the relevant Instruction and Briefing Notes prepared and cleared as per standard procedure prior to the meeting and reports drawn up and distributed for timely follow up action after the meetings. During 2014 the Directorate prepared, at times internally drafting and at other times reviewing and co-ordinating the preparation of briefs for the four meetings of the Council of Transport Ministers, 4 Informal Ministerial meetings, 3 High Level Group, 2 Conferences, 25 committee and 16 expert group meetings and 182 Working parties.
CONSULTATIONS AND EU DECISION MAKING

The directorate ensured that proposals referred for consultation were brought to the attention of the entity(ies) concerned. Likewise it was ensured that where proposals required consultation with other ministries this was undertaken and the position factored in the results of these consultations. Such proposals and communications included the Communication on the exploration and production of hydrocarbons (such as shale gas) using high volume hydraulic fracturing in the EU; Proposal for a Council Decision on the conclusion of a Common Aviation Area Agreement between the European Union and its Member States and Ukraine; Communication on ‘A new era for aviation Opening the aviation market to the civil use of remotely piloted aircraft systems in a safe and sustainable manner’ among others. In collaboration with various counterpart directorates, the directorate also contributed to positions on other proposals within the remit of other ministries. Such cases included the Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions - A policy framework for climate and energy in the period from 2020 to 2030.

HARMONISATION WITH THE EU ACQUIS

A number of Directives and Regulations were transposed and/or implemented during 2014. The directorate undertook various actions to assist entities in these tasks in an effort to ensure that action was taken in a timely manner, thereby ensuring that Malta adhered to its obligations as a Member State to the European Union in time thereby reaping the benefits of the measures concerned and avoiding infringement proceedings. As a result, various amendments and measures were enacted in local legislation. Such was the case for:


The directorate followed the ratification procedure for Malta to ratify the Aviation Euromed Agreement between the EU and the Member States and the State of Israel.

EU FUNDED PROJECTS

During the year under review, entities were actively supported by Programme Implementation Directorate up until November when these functions were merged into the Policy Development Directorate. The Directorate monitors EU funded projects which are being implemented by the entities and departments falling within the Ministry’s remit. It provides assistance to the entities at the initial project-funding application stage, through all the project cycle and the eventual closure of the project. It ensures that desired project deliverables are consistent with EU guidelines and objectives and strives to ensure that these are delivered in a timely manner. For this purpose, a number of meetings were organised and facilitated between this Ministry, project leaders and regulatory bodies so as to ensure smoother project implementation.
During the year under review, three Ministerial Project Steering Committee meetings were held. This Committee monitors the progress of projects approved for EU co-funding under the Cohesion Policy and Operational Programmes for 2007-2013. The following projects were monitored by the directorate:

**Operational Programme I**

- CF 117 – The upgrading of four sections of the Trans European Transport Network Phase I;
- CF 120 – National Flood Relief;
- CF 124 – Refurbishment of the Marsaxlokk and Valletta Breakwaters;
- CF 125 – Upgrading of the Coast Road and Kappara junction;
- CF 198 – Ċirkewwa Ferry Terminal;
- CF 260 – Refurbishment and Upgrading of Deep Water Quay;
- ERDF 104 – Stronger Cottonera Communities;
- ERDF 183 – Vertical Connection;
- ERDF 244 – Fort St Elmo Heritage Experience;
- ERDF 256 MODUS – Encouraging Modal Shift in land transportation;
- EAFRD Rehabilitation of the Salini Saltpans;
- EAFRD Dingli; and
- EAFRD Restoration of three Farmhouses in Buskett.

**Operational Programme II**

- ESF 4.218 Capacity Building for Transport Malta Employees.

During 2014, the directorate assisted the Ministry and Transport Malta on a number of centralised funded projects i.e. not Cohesion or Structural Funds, mainly:

- DemoEV Demonstration of the feasibility of electric vehicles towards climate change mitigation funded under the Life+ Programme;
- IL/HNS Spill Response Capacity Building for the protection of Malta’s seas funded under the EEA Grant Project 2009-2014;
- PORT PVEV Demonstrating how to make ports more energy efficient as well as Demonstrating the use of electric mobility in ports and port areas funded under OP Italia-Malta 2007-2013;
- Streets - creating the public facing interface GIS platform by Transport Malta under the Italia-Malta 2007-2013.

The directorate attended information sessions with respect to the Operational programme I and II, Italia-Malta Programme, EEA/Norwegian Financial Mechanism and INTERREG IVC. It disseminated all relevant information to the departments and entities concerned, and also participated in a number of bilateral meetings organised by the Planning and Priorities Coordination Division (PPCD) within MEAIM, together with the relevant entities’ project leaders and other officials.

**Programming Period 2014-20**

During 2014, the Directorate continued to provide assistance to the Ministry and Entities in the preparations with regards to projects to be submitted for the Programming Period 2014-20 including the Ex-ante Conditionalities for this programming period.
The Directorate participated in a number of Inter Ministerial Committee meetings related to the drafting of the Partnership Agreement between the Commission and Malta for the said Programming Period.

Other activities

Officials within the Directorate attended various conferences and seminars. These included courses organised by the National Commission for the Promotion of Equality (NCPE) and CDRT including courses on e-procurement.

Ms L Meilak
Director - Policy Development
Demonstrating the feasibility of electric vehicles towards climate change mitigation Project

Work under DemoEV consisted of the following tasks related to the demonstration phase of the project for Action D1 and Action D2:

- Organisation of training courses to volunteers at Industrial Motors Ltd and AutoSales Ltd. throughout 2014;
- Communication with volunteers pre-Demonstration; post-Demonstration and in itinere;
- Implementation and conclusion of 5 rounds of Action D1 and D2 involving 90 volunteers in 2014;
- Monitoring of the vehicles and volunteers’ data collection;
- Collection of final data (Recharging Logs, Journey Planners, Post-Demo surveys) and feedback;
- Two-tier Inspections on the vehicles between rounds and liaison for maintenance on vehicles;
- Liaison with the Insurance Company and compilation of documentation related to the renewal of insurance as well as reporting for car accidents;
- Regular checks on the functioning of the charging pillars together with the contractor Solar Solutions and updates on the website;
- Constant exchange of information regarding the performance of the car and the charging infrastructure with the volunteers with compilation of a specific form to be sent to the contractor for further checks;
- Set up and maintenance of a Facebook page for DemoEV dedicated to the project, with publication of events, information about electro-mobility and follow up on the volunteers queries and comments whilst testing the vehicles.

From the second quarter of the year the data inputting of logs gathered from the volunteer started with the first selection of data for the further analysis. All logs compiled by demonstration participants were transcribed in Excel format in order to prepare the statistic analysis after the end of demonstration.

In the first and then second quarter of the year, activities related to the installation of the charging infrastructure were carried out in liaison with various Departments within the Ministry for Transport and Infrastructure, Ministry for Gozo, Enemalta, Transport Malta, MEPA, ARMS in collaboration with the company entrusted with the management of the charging infrastructure. The tasks accomplished are as follows:

- Checks on electricity supply and available space for the installation of the single or dual pillar with eventual amendments of the relevant site plan;
- Finalisation of all necessary MEPA, Transport Malta and utility permits required for the installation of 50 charging pillars in Malta and Gozo;
- Communication with the local councils to sort any eventual queries regarding the infrastructure;
- Inspections and follow ups on site for the actual installation of the infrastructures in every locality;
- Installation of signage, delineation of parking bays, as well as kerb build outs in certain locations for the installation of the charging pillar were required by MEPA and/or Transport Malta;
- Communication with local authorities such as wardens and police to ensure awareness about parking exclusively for the charging of electric vehicles;
- Checks on the functioning of the pillars;
Compilation of documents for damaged infrastructures and replacement thereof.

During the first quarter of 2014, the Midterm Report of the Demo-EV Project was sent to the European Commission to inform about the state of the project with an update per action of the deliverables achieved. The preparation of the report required:

- Compilation of all relevant documentation from the beginning of the project up to date;
- Penning and conclusion of Final Report text;
- Preparation of further supplementary material to enclose to the Report;
- Obtainment of Audit Certificate by the contractor after audits performed on project files;
- Liaison with the Monitor of the European Commission for preliminary checks on the report and eventual amendments prior to the submission of the Report.

After the finalisation of all the documents, the Mid-Term Report was submitted to the European Commission for evaluation. Communications with the Monitor of the Commission were maintained, after the submission of the report, for further clarifications, as well as follow up with the European Commission till the issuing of payment in the third quarter.

Furthermore, constant liaison with the Monitor of the EU Commission for her visit to Malta was kept with the project Monitor throughout 2014. A monitoring visit was also scheduled and carried out for the month of August 2014.

Other deliverables achieved are related to the information and dissemination campaign for the DemoEV project:

- Communications and collaboration with the contractor MPS for the choice of the promotional material of the project;
- Drafting, layout and eventual publication of informative leaflets;
- Set up of information messages for billboard campaign with contractor throughout 2014;
- Radio interview to Ms Gabriella Cassola at RTK Radio Station;
- Realisation of a video clip during the volunteers’ training session and participation of the project to Xarabank TV programme;
- Participation to Atlas Zabbar Car and Bike Show organised by MMG;
- Participation to Green Expo KSU on campus at University of Malta;
- Publication of various articles on national press regarding the DemoEV project;
- Participation to F1 Motoring Event Scotts SuperMarket in Zabbar to increase awareness about electro-mobility;
- Participation of Demo-EV Staff to MFCC – Malta Trade Fair 2014 edition in the months of June and July 2014, with 2 corporate stands and an outdoor space for the theme of electromobility;
- Realisation of video clips with interview to DemoEV volunteers and to Ms Gabriella Cassola;
- Publication of new leaflets about the DemoEV project;
- Realisation of 3 30-second adverts which were aired on PBS featuring DemoEV and electric vehicles in a normal lifestyle;
- The organisation of the Final Conference of the project with the participation of Minister Mizzi, MTI representatives, international guests, representatives of various companies involved in the implementation of the project and researchers specialised in the field of electro-mobility;
The organisation of a photographic exhibition, the realisation of interviews and videos with the participation of the local press and TV stations;
Organisation of a separate event targeting DemoEV volunteers;
Organisation of a press event related to the handover of an Electric Vehicle to the House of Representatives;
Penning and drafting of a media campaign for the After LIFE+ period, presented during the Final Conference;
Filming of a three segment 20 minute interview to Minister Mizzi on DemoEV and his experience as a DemoEV volunteer;
Setting up of a Youtube channel, specifically dedicated to DemoEV.

In the last quarter the data collation exercise came to an end, following the closure of the Demonstration phase in December 2014. This entailed:

- Meetings with Malta Resources Authority and Enemalta to highlight the guidelines for the study;
- Checks on the data gathered from the volunteers and analysis of the requirements from the EU Commission regarding the Demo study;
- Liaison and technical meetings involving primarily the Associated Beneficiaries of the project on the approach to be adopted for the reports emanating from the data gathered during the Demonstration phase;
- Analysis of the available data and elaboration of a second technical report by Enemalta (Action C4);
- Analysis of the data and elaboration of a report by Malta Resources Authority;
- Selection of data useful for further analysis;
- Penning of the statistical data analysis (Action C3).

Ms G Cassola
Project Manager
Policy Development Directorate
LEgal Office

The Ministry for Transport and Infrastructure, the Works and Infrastructure Department and the Support Services Department comprising the various Directorates within, constantly consult the Legal Office, and request its assistance with respect to drafting and vetting of contracts, consultative meetings held with contractors, debtors or other Government stakeholders, assistance before the Public Contracts Review Board, in Arbitration proceedings, as well as in judicial proceedings before the Law Courts, in order to safeguard their interests.

Cases vary including debt collection; cases before the Ombudsman; Disciplinary Proceedings; deduction from employees’ salaries following a court order; claims for damages by third parties; claims by contractors including requests for variations and for outstanding payments, consultancy for amicable dispute resolution procedures, claims related to expropriation proceedings; set-offs, constitution of debts, management and maintenance agreements; together with other issues relating to data protection and freedom of information.

Following a recommendation by the International Monetary Fund, the Ministry for Finance sought collection of data on ongoing litigations which involve Ministries and Departments in order to understand better the nature and level of financial exposure (as per latest data available). Thus an extensive exercise was carried out in August 2014 to give Ministry for Finance the requested input as to potential financial exposure involving the Ministry’s and the Departments’ pending lawsuits and arbitration proceedings.

The Legal Office was also involved together with other lawyers, in the exercise relative to the Repeals Day, whereby a thorough examination was made of legislation involving the Ministry for Transport and Infrastructure and the Works and Infrastructure Department, which is set to be repealed or amended to cater for various developments in the public administration. Another exercise to review outdated fees leviable by the Department was carried out for the purposes of the Budget Measures Implementation Bill.

The Legal Office assisted the various Departments within the Ministry, as well as the Ministry itself, in approximately 35 cases, before the Law Courts, as well as in Arbitration proceedings before the Malta Arbitration Centre and filed approximately 67 judicial acts in the relative Registry during 2014, for the various Departments within the Ministry. As a direct result of such legal action, the Departments recouped the sum of circa € 36,350.

Door Numbering Unit

Door Numbering exercises were carried out in the following localities during 2014:

New Streets (Re – Numbering exercise)

<table>
<thead>
<tr>
<th>Locality</th>
<th>Number of Streets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floriana</td>
<td>3</td>
</tr>
<tr>
<td>Gudja</td>
<td>2</td>
</tr>
<tr>
<td>Gzira</td>
<td>5</td>
</tr>
<tr>
<td>Hal-Safi</td>
<td>3</td>
</tr>
</tbody>
</table>
The Door Numbering Unit received a total of approximately 105 queries and these were inspected on site. The Unit carries out its work with the full co-operation of the Electoral Office, the Commissioner of Police, the Water Services Corporation, Maltapost and the Local Councils.
MARINE, STORM WATER AND VALLEY MANAGEMENT UNIT

Marine Section

This Section is entrusted with the studies, designs, drawing up of specifications and bills of quantities, and the implementation of marine related projects which are either contracted out or carried out by its direct labour force.

Birżebbuġa Waterpolo Pitch

The work on the waterpolo pitch at Birzebbuġa reached an advanced stage. The construction of the pool and the pump room was completed and finishing works were taken in hand.

Sukkursu Channel and Salina Structures

Part of the Sukkursu was dredged to remove accumulated silt while an intervention was carried out to retain part of the Coast road which had collapsed. Interventions on the seawall were carried out to point open joints located under water.

New slipway near Birgu Regatta Club

A new slipway was constructed by the Marine Section personnel at Birgu adjacent to the Regatta Club. Works included precasting works of various elements, dredging, laying of precast elements underwater in depth of circa 8m and concreting works for the formation of the seawall, backfilling and formation of slipway, and construction of superstructure.

Construction and repair of quays/slipways

Marine Section workers carried out repair works on the following structures:

- Repair of a quay located in Ġnejna Bay;
- Repair of a quay located in Armier Bay;
- Repair of an existing slipway and construction of a new slipway in Qawra;
- Construction of a ramp leading into the sea in Mellieħa to be used by persons with special needs.

Xgħajra

Boulders located in close proximity to the shore, which were dangerous to swimmers, were recovered from sea.

Marsaskala, il-Magħluq

Meetings with MEPA officials were held to determine the best way to tackle issues related to Il-Magħluq Natura 2000 site. Blocked pipes were flushed to enhance circulation between Il-Magħluq area and the sea.

Xemxija XE No. 2 Slipway

Meetings with Fisheries Department were held regarding the repair works of the slipway. A Development Notification Order was prepared and submitted to MEPA.
Balluta Steps

A Dangerous Structure application was prepared and submitted to MEPA for the repair of the damage that had occurred to part of the stairs. Repair works were carried out by the Marine Section’s employees.

Wied iż-Zurrieq Passageway

MEPA approved the application for the re-instatement of a damaged passageway. The actual works on site are earmarked for 2015.

Smart City Water Taxi Quay

An assessment of the shoreline in the vicinity of the site was carried out to determine the best quay location. Detailed designs and bill of quantities were prepared.

Senglea - Interventions next to Regatta Club

A Full MEPA application for the conversion of an existing slipway into a quay was prepared and submitted to MEPA. A DNO application for the repair works to another slipway in the area was also submitted.

Inspections and condition reports

Inspections were carried out and condition reports prepared for various damaged works situated around the island’s shoreline, including:

- Sirens Waterpolo Pitch;
- Ta’ Xbiex – request for wheelchair ramp;
- Rinella Bay – damage to arches holding road leading to Fort Ricasoli;
- Laboratory Wharf, Kordin – damaged retaining wall and falling rock issues;
- Slipway and Quay at Santa Marija Estate;
- Wied Musa Slipway;
- Marfa Slipway;
- Mistra Slipway;
- Kalkara Yacht Marina – issue with reflected waves from new slipway.

AFM Rapid Launching Facility

Designs for a quay extension to support the AFM deployment of marine vessels were carried out. This included the drawing up of specifications for the tender document and works estimate of the civil works at foundation level for the whole project.

STORM WATER SECTION

This Section is entrusted with the design and implementation of new storm water systems in various catchment areas that are prone to flooding.

Maintenance Block at Mosta

This Section carried out the designs for a maintenance block at Mosta to serve as base for the National Flood Relief Project vehicles and service staff. A Full Development Permission application was submitted to MEPA. Construction detail drawings, specifications and Bill of Quantities for the tender document were prepared.
Storm water culverts in connection with the NFRP

Designs, construction drawings and specifications were prepared for the construction of storm water culverts in various localities, including Iklin, Birkirkara, Qormi, Żabbar and Żebbuġ. These works are to be carried out as part of the National Flood Relief Project.

Storm water culverts

This Section prepared storm water design, specifications, construction drawings and Bills of Quantities (where required) for flood problem areas in:

- Għargħur - Triq San Ġwann;
- Kalkara - Triq ix-Xatt;
- Lija - Near Plant Biotechnology Centre;
- Marsaskala - Triq is-Salini;
- Luqa - Triq Wied in-Noqor;
- Gżira - Rue D'Argens;
- Mosta - Triq il-Bronz;
- Mosta - Triq Valletta;
- San Ġwann – Misraħ Lewża;
- Żejtun – Triq tal-Barrani.

Wied il-Ghasel Renovation Project

This phase of the project consists in the renovation of the valley downstream from St. Catherine's Chapel. The works involved the removal of waste debris from the valley floor to form three catchment basins to further increase storm water capacity in the valley. During this year, the formation of embankments and plateaus at higher level was also carried out.

AFM Rapid Launching Facility

The overall concept design of the storm water surface run-off at the project site location was carried out. Specifications and works estimates for the drawing up of the Bill of Quantities for the tender document were also prepared.

Attendance in Overseas conferences

Section personnel attended two international conferences to further the knowledge of storm water management techniques being developed for flood problem areas and the new technology being developed for flood modelling software design and innovative technology and equipment. These conferences were the Alpine Convention for Flooding Measures held in Graz, and the ICE (The Institute of Civil Engineers) Flooding Conference held in London.

VALLEY MANAGEMENT SECTION

This Section implements specific interventions in Maltese valleys to safeguard the ecological and hydrological functioning of these systems through the removal of invasive and alien plants, planting of indigenous riparian species, restoration of rural infrastructure, removal of accumulated sediment and cleaning from fly-tipped materials, amongst others. The section also implements interventions to restore selected government-owned second class water reservoirs.

Wied Qannotta, Burmarrad
Removal of invasive non-native reeds (Arundo donax) from part of Wied Qannotta with the aim to expose an old rural track to be used by local farmers. Following the complete removal of the reeds, an assessment of the site will be made to identify the measures required to restore the rural infrastructure in this valley.

Wied Ghajn Żejtuna, Mellieħa
This Section is collaborating with the Santa Marija Estate Residents Association in the rehabilitation project of Wied Ghajn Żejtuna. Interventions by Valley Management Section personnel included the control of invasive plant species, restoration of rural infrastructure and the building of a traditional well. These interventions were part of the second phase of the project.

Wied il-Kbir, Qormi
Removal of invasive, non-native reeds from Wied il-Kbir, Qormi, to ameliorate water drainage during storm events.

Triq il-Wied, Msida
Cleaning of a stormwater reservoir in Triq il-Wied, Msida

Il-Ħemsija, Rabat
Removal of silt from a rainwater reservoir in il-Ħemsija, limits of Rabat. The soil removed from this reservoir was given to the local farmers in the area.

MEPA applications
The Valley Management Section submitted the following applications for works to be implemented in 2015:

- Removal of accumulated sediment, removal of invasive plants, planting of native wetland species and restoration of rubble walls in Wied tal-Ġnejna, Mgarr. An ecological survey was also commissioned for this DNO application;
- Removal of sediment and construction of a soil retention wall in Wied Ħarq Ħamiem, Pembroke.

Second Class Water Reservoirs
The Valley Management Section underwent a consultation process with local councils to identify the location and status of government owned reservoirs in Malta with the aim to create a comprehensive database of reservoirs and related infrastructure in Malta.

Alter Aqua Programme
The Section submitted an application for funding through the Alter Aqua programme, funded by the Coca Cola Foundation, for the restoration of selected government-owned second class water reservoirs.

Attendance in Overseas conferences
Section personnel attended the 9th EWA conference in Brussels on Water related policies in the EU, organised by the European Water Conference.
**STRATEGY AND PLANNING SERVICES UNIT**

**National Flood Relief Project (NFRP)**

The NFRP comprises of five project components in four different rainwater catchments. It is designed to alleviate flooding in Balzan, Attard, Lija, Birkirkara, Msida, Gżira, Żebbuġ, Qormi, Marsa, Żabbar and Marsascala. It is being co-financed at a rate of 85% EU Funds, 15% Malta Funds.

Works on the first four components were commenced in 2011 and 2012.

A number of its components are now complete while others will be brought to completion in 2015.

Component 2 – Gżira Soakaway reservoir was completed before 2014.

**Component 1: Birkirkara – Msida Tunnel System**

This component consists of around 11km of tunnels under Attard, Balzan, Lija, Birkirkara and Ta’ Xbiex, out of which 6km were excavated by the end of 2013. The tunnel excavation works were completed in 2014. Work also progressed significantly on the street level gratings. Further work was also carried out on the construction of the discharge structure at Ta’ Xbiex, commenced in 2013. This will control discharge of storm water into the sea and will also provide a retention structure to store rainwater for pumping into the soakaway reservoir at Gżira.

**Component 3: Żebbuġ Tunnel System**

This component of the NFRP comprises of a tunnel system that is being constructed under the built-up areas of Żebbuġ. Excavation works commenced in September 2012 and the tunnel system of more than 1.5km length and a diameter of 3.5m was excavated to the end in 2014. The system is now functional and will alleviate Main Street and Grace Street from flooding. Tunnel re-alignment works, necessitated by the discovery of a WWII shelter were also completed and works on the street-level gratings were completed last year. The discharge structure and culvert that releases storm water into Wied Qirda, were also completed in 2014.

**Component 4: Marsa – Qormi Canal Improvements**

The Marsa-Qormi component of the NFRP was brought to completion in 2014. It consisted of seven different sites of works where the interventions address specific storm-water problems at critical locations. These interventions have been planned integratively and are devised to provide flood relief along the built up area adjoining the water canal flowing down from the Wied is-Sewda end of Qormi down to Marsa, near the major artery of Aldo Moro Road. Construction work on a double culvert under Triq il-Wied was completed in 2014 and from the last rainy season there was a separation of the storm water from traffic, because prior to the intervention, water from Wied is-Sewda and traffic both passed on the same surface in the valley bed. The culvert that consists of two box sections approximately 2m x 3m; taking the whole width of the road, now takes the water flow underground, leaving a safer road surface. Another box culvert under the Golf Course was also brought to completion in 2014. The largest and most complicated works in this component were by far the culvert system cutting across Aldo Moro Road. Taken in hand in 2013, this was completed in a stage by stage manner to allow traffic flow across this national road without interruption. A significant amount of the traffic management works were carried out at night and lanes were shifted overnight, with the erection of central strips and barriers to render this arterial road safe at all times. These measures proved to be effective and no congestion was
created as a result of the ongoing project works that involved opening up Aldo Moro Road across the eight lanes. Each phase of the work took a few months and the project was finally brought to completion to also take the first rainfalls last year. The area of the works was also embellished and reinstated with resurface of the entire width of the road. This part of the NFRP was without doubt the largest headache in terms of the relocation of underground services. Four large box culverts with a section of 2m x 4m each had to be constructed under Aldo Moro Road at levels where there was a web of electricity high tension and other cables, sewers, telecommunications, and other underground services.

Component 5 – Żabbar - Marsaskala Tunnel System

Works on the fifth NFRP component, commenced in 2013, were taken to an advanced stage in 2014. The 3.4km of tunnel starting from the built-up areas of Żabbar and ending on the coast between Xghajra and Marsascala was finalised and work started on the internal concrete lining. Excavation work was carried out from two construction shafts, working in different directions, and using different tunnel boring machines and excavators. Work on the discharge structure located on the coast, which was commenced last year, was also brought to completion. The 28 street level gratings and 19 sedimentators, to filter storm water entering the tunnel system, were also installed in 2014.

National Risk Assessment Study

Consultancy services were provided to the Civil Protection Department for the preparation of Terms of Reference for the carrying out of a risk assessment study. The focus of the study is disaster management and the assessment of a wide range risks emanating from a hazards and disasters of a natural and human nature.

Pet Cemetery – Ta’ Qali

Planning services were provided to MSDEC for the preparation of a Project Description Statement, for submission to MEPA in connection with a proposal for the constructin of a cat and dog cemtery in Ta’ Qali.

Storm WIIN

Storm WIIN is a follow-up project to the National Flood Relief Project and aims to develop a more integrated approach to storm water management. This concept was developed in the last to identify potential project interventions. Work was also commenced in collaboration with the Valley Management Unit on the formulation of proposals for Wied il-Girgenti and Wied il-Fiddien, with a view developing them as pilot projects and apply for EU Funding. Outline Terms of Reference were also prepared for preliminary studies required for further development of the Storm WIIN project.

Beltissebħ Masterplan

Planning services to the GHRC started to be provided in the latter months of 2014. This included work on the preparation of a brief for a master plan for the redevelopment of the Beltissebħ government business area in Floriana.

*Perit R Farrugia*

*Director General (Works and Infrastructure)*
INTRODUCTION

During 2014, the Project Design & Engineering Directorate maintained its role as the principal design arm of the Works and Infrastructure Department for projects originating initially from the Ministry for Transport and Infrastructure and for projects originating from other Ministries and Departments.

The main projects that originated from the Ministry for Transport and Infrastructure were embellishment projects aimed at enhancing the environment and quality of life of the local population and visiting tourists. Projects worthy of particular mention are the new fish market at Marsa and the completion of Dock no. 1 project at Cottonera.

The set up of the directorate for 2014 included the:

I) Architectural & Structural Design Unit incorporating the Architectural & Structural Engineering Office responsible for design and project management, the Drawing Office, the Records & Archives;

II) Electrical & Mechanical Services Unit incorporating the Electrical & Mechanical Engineers Office;

III) Land Survey Unit responsible for carrying out land surveys and related works;

IV) Quantity Surveying Unit responsible for the preparation of tender documentation (pre-contract) and measurement of works carried out (post-contract).

This report deals mainly with the work of the Architectural & Structural Design Unit but all the three other units contributed actively to all the projects indicated. The report does not cover one-off works which were carried out by these units but which did not form part of the general programme in 2014.

1. PROJECTS ON BEHALF OF THE MINISTRY FOR TRANSPORT AND INFRASTRUCTURE

i) Completed works

Cospicua: Embellishment of the area near the former Dock No. 1 (Paving works at British & Knights promenade)

This involved the repairing of the existing promenade where necessary and laying of new cast-in-situ concrete flooring. A new storm water system and lighting bollards, floor lights and new manhole covers were installed along the promenade. A guard room structure affixed to the Knights Building was also removed. All items pertaining to the dock were retained and restored. The façade of the British & Knights buildings was cleared of all electrical wiring whilst new lighting poles were installed along the Macina Car Park. Most of the infrastructural works were carried out by direct labour whereas the paving works were carried out by contract labour. Works were taken in hand in January and completed in May 2014.

Cospicua: Embellishment of the area near the former Dock No. 1 (Refurbishment of stairs and construction & installation of lift at St Paul’s Link)

This involved remedial works to the existing cast in-situ concrete stairs and the finishing of such stairs using dark terrazzo flooring. The old steps leading from the dock area to St. Paul’s Street were reconstructed using old hardstone slabs. A lift structure was constructed in cast in-situ
reinforced concrete and a panoramic lift was installed. A new drainage system was also installed followed by an expanded mesh imprint finish concrete surface. Planters, floor luminaires, steel bollards and stainless steel railings were also installed. These works were taken in hand in January and completed and inaugurated in August 2014.

**Cospicua: Embellishment of the area near the former Dock No. 1 (Repairs and construction works at Regatta Club and Collonade Belvedere)**

This involved the testing and repairing of the existing concrete structure together with construction works on the Cospicua Regatta Club and belvedere area above it. These works consisted of the construction of three V-shaped columns, waterproofing, a reinforced cast in-situ concrete roof spanning from the Dunes area to the Belvedere and finished with a cast in-situ light colour terrazzo flooring. Galvanised mild steel railings, steel bollards, luminaires and an irrigation system were installed along this part of the promenade. Paving works near the Regatta Club garages were carried out. The Regatta Club was plastered and rendered using proprietary materials. All Regatta Club garage doors were repaired where necessary and repainted. The Neptun project, constructed on top of the Regatta Club, was finalised and was producing a substantial amount of second class water for irrigation. A pump was installed in St. Helen's reservoir to pump water up to St Therese reservoir. A pump room near St. Therese Reservoir was installed and was operating by July. The works carried out primarily by contract labour were taken in hand in January and completed and inaugurated in August 2014.

**Cospicua: Embellishment of the area near the former Dock No. 1 (Cleaning, reinstatement and restoration works on historic dock head)**

This involved the cleaning, reinstatement and restoration of missing/damaged large hard stone blocks forming the semi-circular historic dock head of Dock 1. Hard stone blocks were quarried in Gozo and used to replace the missing ones and repair damaged parts of existing blocks. Other works included removal of old metal bars from hard stone surfaces, drainage of ground water and concrete works. The works which were carried out by contract labour were taken in hand in April and completed in June 2014.

**Cospicua: Embellishment of the area near the former Dock No. 1 (Paving and finishing works at Piazza Gavino Gulia and historic dock head)**

This involved infrastructural works, kerbs, alterations to the original Dockyard doorway, re-laying of old hardstone paving, new granite/concrete paving, footpaths in an exposed aggregate surface, soft landscaping, a water feature, a drinking fountain, benches, concrete bollards, lighting poles and luminaries. The preliminary works were carried out by direct labour and the remaining works were carried out by contract labour. These were taken in hand in December 2013 and completed and inaugurated in August 2014.

**Cospicua: Embellishment of the area near the former Dock No. 1 (Installation of new street/architectural lighting, street furniture, traffic signs and road markings)**

This involved the installation of new light poles, architectural lighting and street furniture (such as bollards, litter bins, drinking fountains and benches) in the area around former Dock No. 1, stretching from Senglea, through Cospicua and up to Vittoriosa. Traffic signs and new belisha beacon lights were also installed and new traffic markings were painted on the roads. Works were taken in hand in April 2013 and completed in August 2014.
**Cospicua: Embellishment of the area near the former Dock No 1 (Construction of pedestrian bridge across Dock 1)**

This involved the construction of a pedestrian bridge to provide direct access between Senglea and Cospicua, designed within the holistic regeneration plan for the waterfront access between Senglea, Cospicua and Vittoriosa. The bridge was within the historic dock 1 in close proximity to the British and Knights Building located at the dock gate. It was fabricated from steel sections and measured some 40 m with a maximum span of 28 m. It consisted of two triangular trusses that supported a metal and glass deck. The works on the bridge which was constructed by contract labour were taken in hand in January and completed and inaugurated in August 2014.

**Dingli: Construction of a panoramic belvedere & restoration of rubble walls in Dingli Cliffs**

This involved the construction of a 2 km long pedestrian walkway alongside the panoramic road at Dingli Cliffs and the restoration of circa 500 m length of rubble walls on the opposite side of the same road. The works on the walkway included the laying of hardstone paving slabs and kerbs to form the pedestrian pavement and the installation of a 30m long raised timber decking. In addition, the garrigue in the vicinity was restored through the removal of large asphalt patches from three different locations using direct labour. The remaining works were carried out by contract labour. These had been temporarily suspended in July 2013 pending the submission of an amended application to MEPA to widen the footpath near Dingli Cliffs Interpretation Centre but resumed in December 2013 and were completed in June 2014.

**Kalkara: Embellishment of St Joseph Parish Church parvis**

This involved the upgrading of the Parish Church parvis as well as the construction of an underground store beneath the parvis which is accessible from the Parish Centre situated on the left hand side of the Church. The existing concrete stairs were demolished and a new concrete sub-base (including concrete beams) was constructed to support the new granite steps and paving. The existing cement tiles on the parvis were replaced with granite paving tiles of differing sizes such that a paving pattern was created to impart an aesthetic interest to the area. The terrace to the side of the parvis was also repaved. Restoration works on the pilasters forming part of the boundary wall of the terrace were carried out and a new railing installed. The area of steps and flooring that was repaved was approximately 920 square metres. A new lighting system was installed to highlight the architectural features of the façade of the church. A pigeon deterrent system was also installed on the façade of the church to help eliminate the risk of chemical damage to the Church façade and the newly installed paving. Care was also taken so that accessibility for all is ensured by providing the necessary ramps. Three tenders were issued and awarded for this project: one for construction works, one for paving works on the stairs and a third for the paving of the terrace in front of the Parish Priest’s house and the paving of the pavement. All works were thus carried out by contract labour. Construction works started in October 2012 and were completed in July 2013. Paving works started in April 2013 and were completed in April 2014.

**Naxxar: Finishing works at the Visitors’ Centre (Hut B), Salini**

This involved finishing works to one of three timber huts which were reconstructed. Huts A and B shall be used to process and store salt. These huts, built during the British period, had eroded over time and were restored with materials that did not complement the original designs. These were thus rebuilt according to the original plans, whereby one will be used as a Visitors’ Centre, which will house exhibits and video presentations on salt production.
The Visitors’ Centre will also house a small cafeteria. The finishing works of the Visitors’ Centre included the laying of tiles, installation of sanitary ware including fittings and accessories for restrooms, fixing of a CCTV and a fire detection system, fixing of timber doors and windows, fixing of stainless steel railings, plastering works, electrical works, drainage works and the installation of a data and telephone network system. Although the tender for the finishing works was expected to be issued in January 2013 this had to be delayed in view of geotechnical problems encountered during the construction of Hut B. The tender has been published in July 2013 and awarded in September 2013 as result of problems encountered during the adjudication of the electrical and mechanical tender which has been issued in parallel with the finishing tender. Although the tender has been awarded in September 2013 works could not start before the electrical and mechanical engineering works had progressed well. Such finishing works eventually started in January 2014 and were completed in November 2014.

**Naxxar: Finishing works on Ximenes Redoubt, Salini**

This involved the finishing works on Ximenes Redoubt which was converted into an Interpretation Centre. This redoubt, built by Grand Master Ximenes in 1715, was one of the major buildings of the Salini project. The restoration works were carried out under the direction of the Restoration Directorate whereas the finishing works were carried out under the supervision of the PDED. These included the removal of internal structures (accretions), the breaking up of the existing floor, the construction of a new concrete subfloor, laying of a laminate flooring system, tiling works, sanitary ware including fittings and accessories for restroom, fixing of timber doors and windows, fixing of wrought iron security grilles, fixing of aluminium framed skylights, plastering works, electrical works and drainage works. The engineering works which were coordinated with PDED engineering section included the fixing of a CCTV system, a fire detection system and the installation of a data and telephone network system. The civil works and finishing works were completed by December 2013. The engineering works were completed in April 2014.

**Pieta: Upgrading of open areas surrounding Our Lady of Fatima Church Gwardamangia**

This involved the embellishment of the parvis of the Sanctuary of Our Lady of Fatima, built by the Dominican Friars in 1955. The existing paving to the parvis was removed, waterproofing membrane was installed where necessary, a new ground slab was laid and the area was paved with grey granite paving slabs. The existing staircase leading up from Triq Santa Monika to the church parvis was also paved in grey granite paving and a fresh bitumen surface was laid on the existing vehicular road whilst a tender for paving works was prepared and awarded. The preliminary works were carried out by direct labour and the rest by contract labour. These were taken in hand in September and completed in December 2014.

**San Ġwann: Demolition and excavation works on existing football nursery**

This involved the demolition of some buildings and excavation of land next to San Gwann football pitch for the building of a football nursery. The relative tender had been issued and awarded in August 2012 but works could only start in November 2013. These were carried out by contract labour and completed in March 2014.

**Senglea: Construction of a boundary wall at the playing area, Senglea Primary School, Triq il-Habbs l-Antik**

This involved the construction and finishing of a *franka* stone boundary wall, including the manufacture and fixing of a galvanized steel railing, door and gates. Works were taken in hand in October and completed in December 2014.
St Julian’s: Construction of a monument to President-Emeritus Dr Ċensu Tabone

This involved the construction of a monument dedicated to ex-President Ċensu Tabone in Balluta Square in front of the existing kiosk, facing St Julian’s (several other locations had been considered but the location eventually used was that chosen by Dr Tabone’s family). The bronze figure of Dr Censu Tabone was placed on a high hardstone plinth which was surrounded by a flower bed. A MEPA permit had been obtained in 2013 and works were taken in hand by contract labour in September 2014 and were completed and inaugurated in December 2014.

St Julian’s: Repaving of St George’s Bay Promenade (Second Phase)

This involved the removal of the existing concrete pavement and the repaving with concrete paving blocks which follow the paving design in Triq id-Dragonara. Works had been taken in hand in February 2012 and these included the replacement of services were laid and the installation of new uplighters within the pavement in front of the hotels to complement the area’s pleasant ambience. Works were suspended until reinforcing works were carried out on the slipway and the area leading up to it has been redesigned to accommodate pedestrian traffic more easily. These works were taken in hand in June 2013. Services were replaced and the area was repaved with concrete paving blocks to match the design in Triq id-Dragonara. Repair works on existing rain water culverts and the provision of a trench for data services was completed early in August 2014.

Ta’ Xbiex: Upgrading of promenade (from Mamma Mia restaurant to Black Pearl restaurant)

This involved the upgrading of the entire promenade between the Mamma Mia Restaurant and the Black Pearl Restaurant. On the seaward side, finalised works include a new concrete plinth, bollards and restoration of existing lighting poles. On the landward side, finalised works include new pavements/retaining walls, bollards, railings, street furniture, planting of new trees, light fixtures, an underground bring-in-site and a fountain. The whole area was made safer for pedestrians by the inclusion of new road markings and reserved parking/ramps for disabled persons. Culvert concrete cover slabs on the quay edge have also been replaced to render the area safer for users of the marina. Minor pending works were completed in January 2014.

Valletta: Construction of a monument to President-Emeritus Dr Guido Demarco

This involved the construction of a monument to ex-President Dr Guido Demarco on the right hand side of the parvis of the Law Court building. The existing timber ramp was removed and a new one constructed outside the existing parvis so that additional space was gained to accommodate the monument. The ramp encroached on the existing stairs at the rear of the parvis and on the pavement to the right of the parvis. Works included the opening up of the parapet wall in front of the monument, the removal of the parapet wall abutting the staircase and construction of the same in another position, the construction of a plinth (which was cladded in travertine), the cladding of parapet walling, the tiling of floor with travertine slabs, the installation of a decorative railing, the construction of timber ramp, the installation of a steel railing, the polishing of the existing travertine flooring, the installation of flood lighting luminaires, etc. A MEPA permit had been obtained in 2013 and works were taken in hand by direct labour in July 2014 and completed and inaugurated in September 2014.

Vittoriosa: Construction of public toilets at Xatt ir-Risq

This involved the construction of public toilets to cater for this pedestrian area which has been connected to the Cospicua former Dock No. 1 quay. While all internal works were
carried out by contract labour, direct labour was used to carry out external works to render the site accessible to wheelchair users. The project was taken in hand in December 2013, after it had been suspended for a number of months. It was completed in August 2014.

**Various Sites: Fixing of charging pillars (for electric-driven cars)**

This involved the installation of a number of charging pillars around the Maltese islands to facilitate the charging of electric driven cars which are being introduced to encourage the use of clean energy and reduce dependence on fossil fuels. The installation of these pillars by Transport Malta was taken in hand in 2013 and completed in October 2014. The demo-EV project was launched in November 2014.

**Various Sites: Solar Car Ports (PVEV)**

This involved the filing of minor amendment applications to MEPA for three sites (Marsa deepwater quay, Ta’ Xbiex promenade, and Ċirkewwa parking area) to amend the siting and design layout for these car ports. All three applications were approved and tender documentation pertaining to the architectural/structural layout were drawn up for inclusion within the Design and Build tender which was issued, evaluated, and awarded in October 2014. The execution of the project will henceforth be managed by the MTI in 2015.

**ii) Works in Hand**

**Gudja: Embellishment of Our Lady of the Assumption Parish Church parvis**

This involves the replacement of the perimeter balustrade together with the replacement of damaged paving and steps. The limestone paving of the parvis is generally still in a very good condition and will thus be retained. However, some areas have undergone substantial deterioration, while others have been damaged by chasing to create ducts for electrical conduits. The paving slabs in these damaged areas will be replaced. Some of the stone steps leading up from the road to the level of the parvis have also deteriorated and will be replaced with new hardstone steps. The balustrade surrounding its perimeter was originally constructed in stone but there was a misguided attempt at repairs which resulted in the “sottobank” being covered in terrazzo, the stone pilasters replaced by concrete ones (which are spalling badly in places) and only the original stone capitals being retained. The balustrades shall be reconstructed completely in hardstone and restoration work will be carried out on the existing iron railings as well. Proposals were drawn up and a MEPA application was submitted in 2012. A Restoration Method Statement was subsequently drawn up and submitted in response to a request for further information received from MEPA in June 2013. The MEPA permit was issued in June 2014 and separate tenders were issued for the reconstruction of the perimeter wall and the replacement of the paving. An archaeological monitor will also be engaged to oversee the paving works as stipulated in the MEPA permit. Works by contract labour on the perimeter wall were taken in hand in December 2014 and the whole project is expected to be completed in May 2015.

**Kalkara: Landscaping works at Santa Liberata Church & Convent parvis**

This involves the paving of the church parvis with basalt stone, “Pietra di Modica” and granite. A new lighting system and street furniture is being installed and a retaining wall is being replaced. A MEPA permit was sought and obtained, a number of tenders were issued and awarded. Works on the concrete base slab, the removal of the existing retaining wall and the installation of the new rainwater drainage system were carried out by direct labour whilst the reconstruction of the retaining wall was carried out by contract labour. Works on the project were taken in hand in September 2014 and are expected to be completed in March 2015.
Marsa: Structural strengthening and finishing works at the Port Workers Building

This involves the construction of additional concrete columns over 16 courses in height and the removal of concrete cover from the existing spalled concrete columns. The works consist of the excavation to depths of approximately 1.8 metres, the creation of a concrete pad footing and the casting of new concrete columns. All works are being carried out whilst the upper first floor continues to be used as offices. This work is being carried out by direct labour attached to the Project Implementation Directorate and the MSD and the remaining works shall be carried out by contract labour. Repairs to the concrete beams and roof slabs and alterations to the bathrooms shall also be carried out. A tender was issued for the finishing works which shall include the tiling of the halls and adjacent rooms, tiling and fixtures in the bathroom, the application of gypsum rendering to all internal areas and external rendering works. The project was started in April 2014 and is expected to be completed in May 2015.

iii) Works still to start

Birzebbuga: Construction of a coastal promenade at Triq il-Qajjenza

This will involve the construction of a promenade along the coast of il-Qajjenza from the ex LPG premises to Ferretti Battery. New lighting to the promenade will be provided whereas Transport Malta will reconstruct the road and the boundary wall. A MEPA permit was sought and obtained in December 2014 but the exact phasing of the project is yet to be determined pending resolution of funding issues.

Cospicua: Conversion of the ex-Gatehouse, Dock No. 1 project into a Police Station

This will involve the conversion of the existing gatehouse building overlooking Dock No. 1 into a Police Station, replacing the existing one in Piazza Gavino Gulia. As the building is of historical and architectural value, the concept of creating a building within a building is to be adopted. The existing floor to ceiling height of approximately 5.4 metres will be retained only in the public foyer. In the rest of the building an intermediate floor will be constructed to accommodate office space and ancillary facilities. There will be three entrances into the building, namely the public entrance from in front of Dock 1, a police entrance from the proposed passage way leading from Triq Ix-Xatt ta’ Bormla to Dock 1 area (which is being rehabilitated) and another entrance to the holding areas from Dock 1 area and Triq Ix-Xatt. Major restoration works are also required to the facades of the building. A minor amendment application was submitted to MEPA and approved for the construction and alteration works including the intermediate floor. A tender for the works was subsequently issued and awarded whilst a MEPA application was submitted at MEPA for the change of use from stores to a Police Station. Works are expected to be taken in hand in early 2015.

Cospicua: Installation of a floating fountain in Dock 1

This will involve the installation of a floating fountain within the newly refurbished No. 1 Dock near Piazza Gavino Gulia, Cospica. The relative minor amendment application was drawn up for submission to MEPA in early 2015. A tender was also drawn up and published. Works are expected to be taken in hand in March 2015.

Kalkara: Construction of a public convenience and water reservoir at Dawret ir-Rinella

This will involve the provision of a public convenience in a popular seaside area and a water reservoir that will provide an adequate water supply to the Genista Foundation, whose premises and grounds about the proposal’s site. The reservoir will collect the rain water runoff from the adjacent hills whilst the public convenience makes adequate provision for the
large amount of bathers who frequent the bay in the summer months. A MEPA application was submitted and obtained in December 2014 and the preparation of the tender is in advanced stage. Works are expected to be taken in hand in mid-2015.

Kalkara: Construction of a new club house and other facilities at the football ground, Triq il-Missjoni Taljana

This will involve the construction of a one-storey structure which will provide Kalkara FC with essential facilities that it has lacked for a number of years (it suffices to say that at present, changing facilities and toilets are catered for in two freight containers, temporarily placed next to the football ground). The proposal, providing changing rooms, showers, offices, hall and bar area, will be completely accessible to mobility-impaired users. Parking will be provided along the perimeter of the building. A MEPA application was submitted in July 2014 and the permit is expected to be available by mid-2015. The project is expected to be taken in hand in late 2015.

Kalkara: Restoration works and development of a public garden at the ex-military cemetery, Sqaq ic-Ċimiterju

This will involve the restoration of the dilapidated historic cemetery which ceased to be used for burials around 1900 and its conversion into a public garden. Unfortunately, throughout the years the whole complex was vandalised whilst all monuments together with a good number of limestone roofing slabs were pilfered. The elaborate gate which once enhanced the gateway was replaced with a modest steel gate. The project will cater for a general clean-up of the complex, the restoration of all broken roofing slabs, parapet walls, and water-cisterns. Missing stonework will be replaced where necessary. In addition, a simple garden will be constructed over the open areas overlooking Rinella Bay. A MEPA application was submitted in 2014 and when the permit is eventually issued in 2015, the project will be carried out by the Project Implementation Directorate.

Msida: Upgrading of square at Misrah il-BARRIER, Triq Ċensu Farrugia, Triq l-Irmiġġ

This will involve the construction of planters, paving and the installation of street furniture within an unutilized area earmarked as a public square. Designs were prepared and a tender had been prepared and issued in 2012 but no bids had been received. The tender was subsequently reissued and awarded in 2013 but the works were put on hold as the Local Council disagreed with the proposals, particularly the absence of vehicular access to the adjacent buildings. Thus, it was agreed that planning applications for the revised scheme would be submitted to MEPA by the Local Council. The new design includes parking provision and improved vehicular access, which is still awaiting the MEPA permit. When this permit is finally issued, the long overdue works will be taken in hand most probably in late 2015.

Naxxar: Construction of a watercourse road bridge, Salini

This will involve the construction of a 12 m road/pedestrian bridge spanning the watercourse at Salini. The site conditions necessitate a bridge with a very low structural depth and a flat soffit. A structural steel through-girder bridge was designed as this is the only type of bridge that can provide this requirement. Structural drawings and tender documents were prepared. The tender was issued and is expected to be awarded for works to start in March 2015.

Naxxar: Landscaping works at Salini

This will involve the landscaping of circa 7,500 sq.m of land between Salini Coast Road and the salt pans. Although the detailed designs and BOQ were completed in June 2013, the tender could not be issued pending completion of works on the embankment walls of the
water channel (sukkurs). Works to temporarily cover the paths and roads by compacted gravel using direct labour will start in January 2015.

**Paola: Construction of the new MSD administration block & workshops at Il-Qortin, Kordin**

This will involve the construction of the MSD’s new offices and workshops as the directorate’s operations will be relocated to Kordin from Marsa to make way for the new Carnival village. The new design is to incorporate the following sections within the Manufacturing & Services Directorate, namely: Metal Trades Section, Carpentry, Plumbing, Electrical, Lifts, Air conditioning, Vehicles & Plant, the Traffic Signs Co-Operative (KOPTASIN) and the Administration. A survey of the existing Marsa Garage premises was completed and following various meetings with MSD officials, a masterplan for the project was prepared. Various green measures are to be incorporated in the design. Once all detailed plans are completed a MEPA application will be filed in early 2015. The works are expected to be taken in hand in late 2015.

**Paola: Development of the new MSD Heavy-vehicle parking area & workshops behind the Fuel Station at Il-Qortin, Kordin**

This will involve the development of a site at the back of the existing fuel station at Kordin into parking spaces for heavy vehicles used by the MSD and CSD. The site in question will also house the Marine, Storm Water and Valley Management Unit. A survey was drawn up and various meetings were held with MSD and MSWVM officials; A MEPA application is to be expected to be filed in early 2015.

**San Ġwann: Construction of community facilities, reconstruction of the boċċi club and upgrading of the public garden (Ġnien Karin Grech) at Triq Ir-Riħan**

This will involve the upgrading of the existing garden (Ġnien Karin Grech) opposite the Parish Church and community facilities will be constructed at the lower end of the site (Triq Il-Kappella). The community complex will incorporate Local Council offices accessible from Triq il-Kappella and a multipurpose hall accessible from Triq il-Kappella and Triq Pepprin. The public garden will include paved walkways, a central assembly area with fountain and the Karin Grech monument, secondary walkways, shaded seating areas, playing field with safety material, kiosk, toilets, etc. The existing gradient from Triq L-Iskola down to Triq il-Kappella will be utilised such that the new Local Council offices will only be two courses below street level in Triq il-Kappella. The original proposal included the relocation of the boċċi complex to a site further up the road in Triq id-Disgha ta’ Frar 1799. The MEPA application had been submitted and the permit subsequently issued in 2012. A tender for construction works had also been prepared, issued and awarded in 2012. The works on the project were intended to commence as soon as the new boċċi complex was completed and the club relocated to the new site but the club eventually refused to move out of its current premises and thus fresh plans had to be prepared to retain the club and boċċi pitch within the project. San Ġwann Local Council agreed with these proposals and a fresh application with the revised plans was submitted to MEPA in December 2014. When the permit is eventually issued, works will probably be carried out by contract labour after the publication of a turnkey tender in late 2015.

**Senglea: Embellishment of Our Lady of Victories Parish Church parvis**

This will involve the upgrading of the Parish Church parvis and the adjacent pavement. The existing old cement tiles will be replaced with granite tiles. The existing stairs which show signs of settlement will also be replaced with new stairs fashioned out of granite to complement the paving. Construction of an adequate concrete sub-base will precede any
paving works to be undertaken. Accessibility for wheelchair bound persons will be improved. The existing ramp does not conform to KNPD standards and will be replaced by a new ramp placed on the opposite side of the parvis where there is more room to allow for an adequate length of ramp. Furthermore, a steel and timber ramp leading from the parvis to the entrance of the oratory is being proposed in order to render the oratory at the side of the church, accessible for wheelchair bound persons. A MEPA application was submitted in early 2014 but the original proposals did not find the approval of the KNPD and MEPA’s Development Directorate. The proposals were amended to include corduroy paving as requested by the KNPD and incorporated some minor changes requested by the new Parish priest. A tender for the works was drawn up, published and awarded. Works on site are expected to start in early 2015 after the permit is issued.

**Sliema: Embellishment of St Gregory’s Parish Church parvis**

This will involve the upgrading of the Church parvis, including the taking up of the existing paving and the repaving of the parvis with natural stone, namely granite, used in different shades of grey. The boundary wall, which is in a bad structural condition, will be replaced. The railing on top of it will be restored at the MSD workshops while the wall will be rebuilt utilising hardstone blocks to match the existing hardstone steps, which will be retained. Designs for this project were completed in January 2013, but it was put on hold for some months before being revived later on in the year. Meetings with church authorities were held and designs approved. An application was submitted to MEPA in early 2014 and the MEPA permit was issued in December 2014. Three tenders were prepared: one for the works on the boundary wall, one for the paving works and one for a new lighting system which shall replace the existing one. Works on site are expected to start in March 2015.

**Valletta: Refurbishment of Barrakka Gardens public convenience**

This project involves the complete refurbishment of a public utility located in a prime touristic area. As this public convenience is heavily frequented throughout the day by locals and tourists alike, the project will increase the present number of WC cubicles and urinals. Sensor-activated faucets and water flushes will be installed. The proposal also caters for better accessibility to mobility-impaired users. A MEPA permit was obtained for the works in 2014 and a tender was issued but the two bids received were administratively or technically non-compliant. The tender was re-issued and is expected to be awarded for works to start in early 2015.

**Xghajra: Construction of Xghajra Tornados nursery complex (two-storey building and adjacent training ground), Triq il-Knisja**

This will involve the replacement of the present Xghajra Tornados nursery building, which is in a dilapidated state, with a modern two-storey building that houses separate facilities for boys and girls. This structure will include, changing rooms, showers, offices, and a gym area. The complex will also provide a reasonably large open area for training under which has been incorporated a water cistern to collect rain-water runoff. A MEPA application was submitted in 2014 and the permit is expected to be available in early 2015. Tenders will be prepared for works to be taken in hand in late 2015.
Xghajra: Development of parking facilities for Xghajra Tornados football ground, Triq il-Knisija

This will involve the development of a parking area next to Xghajra Tornados football ground and just up the road from the proposed Xghajra Tornados nursery complex. It will provide parking bays for at least sixty cars, an adequate provision for the afore-mentioned sport facilities.

Vittoriosa: Refurbishment of Vittoriosa Regatta Club, at Triq il-Mandraġġ

The works involve the demolition of the existing reinforced concrete slab roofing the ground floor of the existing Regatta Club, its reconstruction at a lower level and the construction of a new first floor level. Following various meetings with club officials, plans were drawn up and a MEPA application was submitted. The preparation of tender documents for construction works, finishes and services was also taken in hand.

Żabbar: Embellishment works on promenade in Labour Avenue

This will involve the consolidation of the existing street retaining wall, the removal of the existing parapet masonry wall (to be replaced by a galvanized steel railing) and the removal of the existing pavement and its repaving with exposed aggregate concrete. The works will also include the installation of new concrete lighting bollards within the new pavement, throughout the whole stretch of the promenade (approximately 0.66 km) and the fixing of new timber/steel benches. A road verge consisting of a narrow strip of grass/plants located between the road and the pavement is to be constructed along the whole promenade in order to act as a buffer. Plans were drawn up and a MEPA application submitted. When the permit is issued, the works will be carried out by the Project Implementation Directorate in early 2015.

iv) Projects on hold

Kalkara: Reconstruction of public convenience at Triq ix-Xewkija

This was to involve the reconstruction of the existing public convenience at Triq ix-Xewkija which is in a dilapidated state. The new amenity will include facilities for disabled persons. Plans were prepared and these were submitted to MEPA in 2014 but the project was subsequently put on hold, pending a decision on the TM project to be carried out in the area.

Kalkara: Construction of a civic centre in Triq Gianni Raimondo

This was to involve the construction of new premises for Kalkara Local Council and was to consist of a three storey building to be constructed at the back of Kalkara Primary School. It was to comprise the Local Council Offices, a small clinic, a gymnasium, a sizeable town hall, lecture rooms and basement parking. Several meetings had been held with the headmistress of the school and the Local Council. Preliminary designs had been taken in hand, but the project was held in abeyance pending a decision from the Education Department regarding the proposed height of the building. The detailed designs were expected to be taken in hand in early 2014 but the project was subsequently shelved.

Sliema: Paving and landscaping works at Ix-Xatt ta’ Tigné (between Triq Ċensu Xerri and Fortina Hotel)

This was to involve landscaping works and a new traffic management system for the stretch between Triq Ċensu Xerri and Fortina Hotel. Designs were prepared and a tender was issued and awarded and works were expected to be carried out in 2014. However the works were subsequently put on hold.
St Paul's Bay: Upgrading of Xemxija promontory (ex- Fekruna restaurant)

This was to involve the upgrading of the Xemxija promontory following the demolition of the Fekruna restaurant which had occupied a large area within it. It was to be rendered accessible to the public and the works were to include repairs to the existing concrete deck and the construction of additional concrete decking where necessary. A retaining wall consisting of large irregular stone blocks was to be constructed and the existing footpath at the upper part of site linking this to the concrete deck with a concrete staircase was to be upgraded. The soft areas were to be landscaped with indigenous plants, shrubs and trees whilst the promenade from the upper part of the site down to sea level was also to be upgraded. Signage and street furniture were also to be installed. Works will be carried out mostly by direct labour. A MEPA application was submitted in 2013 and the permit was subsequently issued in 2014. The project was subsequently handed over to the Project Implementation Directorate to complete the project in 2015.

Valletta: Reconstruction of a public convenience at the former bus terminus area (near the Triton fountain)

This was to involve the provision of an attractive and well-equipped public convenience to users of public transport visiting the capital city. Although it had to cover a relatively large floor area, the fact that it was designed to be partly below ground and that it was to have curved sides clad in brass sheets, made it unobtrusive. The proposal was subsequently put on hold pending a decision on the redesign of the entire area by the GHRC.

Valletta: Construction of a monument to former Prime Minister Dom Mintoff and general upgrading of Castille Square

This was to involve the construction of a monument to ex-Prime Minister Dom Mintoff in Castille Square on the footpath running parallel to Is-Sur ta’ San Gakbu facing the Auberge de Castille. The project entailed the removal of a number of trees to accommodate the monument and new road alignments to create more space in the monument area. The trees in the central roundabout were to be removed and replanted elsewhere whilst the area was to be decorated with flowers. This was to give more prominence to the Manwel Dimech monument which was obscured by trees. Other trees were to be planted around Castille Square to make up for the removal of existing trees. A MEPA permit was obtained in 2013 and works were to be taken in hand in 2014 but the project was put on hold pending a decision on the redesign of the entire area. Eventually, it was decided that the project would be handled by the GHRC.

2. PROJECTS ON BEHALF OF OTHER MINISTRIES AND DEPARTMENTS

i) Completed works

Dingli: Trenching works for the passage of services to restored farmhouses at Buskett (MSDEC)

This involved the excavation of circa 600 m length of trench to lay services for three restored farmhouses at Buskett. In view of the sensitivity of the site, large sewage pipes were not permitted and thus, instead of using the usual gravity mains, sewage had to be mechanically pumped to a cesspit by pumps. The installation of the pumps and the construction of the cesspits had been included in the same tender. A development application had been submitted to MEPA in May 2013. The permit was issued in November 2013 and the tender was published and subsequently awarded in December 2013. Works were taken in hand in January 2014 and completed in May 2014.
Kuwait: Refurbishment of the Embassy of Malta in order to maximize Malta’s capacity to issue visas in Libya (MFA)

This involved extensive refurbishment works at the Maltese embassy in Kuwait to improve the facilities for issuing of visas. Works included the installation of security doors, fences, strong room, automatic bollards, security gratings, structural alterations, service counter, partitions, decoration, and facilities for disabled persons, electrical installation CCTV camera system. Works were taken in hand in August 2014 and completed in December 2014.

Lija: Construction of an additional storey at the Diagnostic Laboratory at the Plant Biotechnology Centre (MSDEC)

This involved the construction of an additional storey as an extension to the existing laboratory building to house the chemistry laboratory, seed testing laboratory, viticulture and oenology laboratory together with the Surveillance and Inspectorate Unit and a Conference Hall within the grounds of Il-Gnien tal-Kmand. A MEPA permit was obtained, a tender was issued and awarded and works were taken in hand in June 2014 and completed in November 2014.

Luqa: Restoration of the Ex-RAF Hangar at AFM, Luqa (MHANS)

This involved the restoration of the Ex-RAF hangar which was built in the 1941-42 period under AOC Air-Vice Marshall H.P. Lloyd to accommodate one of the Wellingsons present at the time-amongst other aircraft. These unique structures represented the only blast pens still standing from a total of about 358 strewn all over the three main Airfields (Luqa, Hal Far and Ta’ Qali) and the three satellite Airfields (Safi, Qrendi and Xewkija-Gozo) that existed in 1943. The scope of the works was to restore the masonry pen and steel enclosure as faithfully as possible to the original design, removing alien elements like concrete ballasts and masonry cladding that were introduced later and at the same time exposing the different construction phases. Technical studies were carried out to propose an independent proposed structural framework that supports the existing roof truss. The hangar door and supporting frame together with all the roof sheeting were replaced. Environmental issues like ventilation, natural lighting and solar energy generation were all considered in the design. The works also involved new ground slabs, apron floor, landscaping works and restoration works. The supporting facilities included a new office floor above the existing offices and store and a new floor above the guard room building. Tender documents and drawings were prepared. The project was awarded the Prix D’Honneur by Din L-Art Helwa Award for Architectural Heritage 2014 for the “outstanding and significant contribution to the Maltese cultural heritage and to the achievement of excellence in the admirable restoration and conversion of the ex-Raf Hangar, Luqa”. Funds were made available through External Borders Funds - Improving the Armed Forces of Malta (AFM) ground support facilities at Air Wing (AW). A call for tenders was issued and adjudicated and works started in January 2014 and were completed in October 2014.

Luqa: Construction of an Avionics Building at AFM Luqa (MHANS)

This involved the demolition of a dilapidated building and construction of a two storey avionics building to support the new hangar facilities at AFM Luqa. Tender documents and architectural and structural drawings were prepared for the works. The works were funded under European Border Funds. A call for tenders was issued and adjudicated and works started in January 2014 and were completed in October 2014.
Luqa: Refurbishment to Italian Air Force Hangar at AFM Luqa (MHANS)

This involved the refurbishment of the Italian Air Force Hangar. The works envisaged the laying of a new epoxy resin floor over the existing floor and waterproofing works together with structural alterations. Tender documents and architectural and structural drawings were prepared for the works. The works were funded under European Border Funds. The works were funded under European Border Funds. A call for tenders was issued and adjudicated and works started in April 2014 and were completed in July 2014.

Luqa: Alterations, Additions and conversion of Colonial Architecture Building at AFM Luqa (MHANS)

This involved the construction of an additional floor and refurbishment over a colonial architecture building. The building used to serve multiple functions and included guard room, rest rooms and armoury room, kitchen and toilets. An additional floor was added to the building and renovations were carried out on the building. It now serves the function of a modern dormitory for male and female search and rescue officers within the flight squadron, including kitchen, toilets, showers and common room. The building has an external steel staircase and a modern idiom was introduced in the new addition by using a metal cladding external fabric that compliments and respects the existing masonry colonial architecture. The materials chosen and design was carried out in such a manner to compliment the renovated RAF Hanger and to visually integrate the buildings together. The works were funded under European Border Funds and were carried out as part of the ex-RAF hangar restoration contract.

Luqa: Alterations and additions to Air Wing Offices adjacent to Hangar 2 at AFM Luqa (MHANS)

This involved the construction of an additional floor and refurbishment over an existing masonry building that abutted to Hanger 2. The building used to serve as stores for aircraft and helicopter parts and offices for the engineering team of the air squadron. An additional floor was added to this building and renovations were carried out to convert it into a modern office building with board and conference room facilities. The building has an external steel staircase and a modern idiom was introduced in the new addition by using a metal cladding external fabric which compliments the renovated RAF Hanger and visually integrates the buildings together. The works were funded under European Border Fund and were carried out as part of the ex-RAF hangar restoration contract.

Marsa: Relocation of the fish market and construction of fish processing facilities at Triq il-Biċċerija/Triq Troubridge (MSDEC)

This involved the construction of a new fish market to replace the existing one situated in Grand Harbour as the current building will eventually be converted into a boutique hotel as part of the Grand Harbour regeneration plan. The present fish market building in Valletta lacked basic amenities such as cold storage for fish, crate disinfection facilities, changing rooms for auctioneers and other workers, ice-making facilities and management offices (some of these are currently inconveniently housed in a building across the road from the existing fish market). A number of options were considered as alternative sites but each had to be discarded for a number of technical or practical reasons. The site eventually chosen at Marsa is adjacent to the Civil Abattoir and situated in the corner between Triq il-Biċċerija and Triq Troubridge, formerly used to house a Reverse Osmosis plant. It was also decided to incorporate within the project a small parcel of land formerly occupied by Marsa Shipbuilding. The new building includes an area for fish processing situated at first floor level. Works will necessitate the re-siting of the existing Enemalta substation, the shifting of the existing main sewer to an alternative site within the civil abattoir and considerable
excavation works. It will consist of the market hall, middlemen’s rooms, a number of chillers, a garbage room, cash office, security room, loading areas and staff toilets/changing rooms. The first floor will comprise the main fish processing and packaging areas, confiscated goods area, fish receiving area, toilets, storage space and offices but there will be separate access to this floor so that the two floors can function independently. The new fish market building shall thus be a combination of public structures (wholesale fish market with auction sales hall) and private structures (fish processing and storage warehouses) designed to concentrate the various production chain activities, from product landing at the wharf to its transfer to the end sales or export point. This is in full compliance with EU hygiene/health regulations. The tender had been issued in November 2011 but none of the bids had satisfied the award criteria and a negotiated procedure had to be resorted to. This was awarded and services to the former Reverse Osmosis (RO) plant were shifted. The RO plant was subsequently demolished so that the works on the new fish market could be taken in hand in September 2012. Since the adjacent abattoir will have to remain operational throughout the project, all works (including the excavation works) were phased such as to allow the full operation of the abattoir. Since a strip of land was hived off from the abattoir grounds, a number of works for the said abattoir are also being undertaken. These include the construction of an extensive drainage trap and all related drainage pipe layout up to and including their connection to the main sewer. Apart from the preparation of thorough and extensive detail drawings for the execution, the work also involved the supervision, measurement and certification of works for payment. The fish-market main block was constructed together with the ancillary out buildings that is the crate washing plant, electricity sub-station, generator room and electrical feeder room. All the said facilities were also constructed while executing substantial civil works in conjunction with the alterations within the abattoir grounds to accommodate the fish market project. Various problems were also encountered during the course of works leading to requests to the relative authorities for two extensions for the project completion. However, although works were scheduled for completion in June 2014, due to delays in the energizing of the Enemalta substation, the actual commissioning of all M&E works could not be performed and a third contract extension was granted. The project was completed except for snags in December 2014 and the fish market is expected to be operational by April 2015.

**Marsa: Alterations to Civil Abattoir in connection with new fish market at Triq il-Biċċerija (MSDEC)**

This involved a number of alterations within the grounds of the civil abattoir due to the fact that part of these grounds were hived off to accommodate the new fish market. Since the abattoir had to remain operational throughout the execution of the fish market project, all works were phased such as to allow the full operation of the abattoir. The works included the construction of an extensive drainage silt trap and all related drainage pipe work and manholes up to and including their connection to the main sewer and the construction of a temporary gangway in order for the bovine animals to pass to the slaughter line and various other changes and alterations required in order for the abattoir to remain fully operational. Works on the said silt trap involved the liaison with the Water Service Corporation architects and engineers and the civil abattoir management including supervision, quality control and execution of all works. The completed silt trap was also subsequently tested for watertightness. Other related works involved the construction of various manholes and their related pipe work up to the main sewer together with the shifting of the existing pumps, rails and seiver to the newly constructed silt trap. Also a tender for the road construction and related infrastructure including the construction of a truck washing facility within the abattoir grounds was prepared. The works on the project were taken in hand in September 2012 and completed in November 2014. Outstanding works such as the aforementioned road works and the construction of the truck washing facility will be handled by MSDEC in 2015.
Marsa: Alterations and additions to the Civil Abattoir (MSDEC)

This involved the construction of a number of facilities including a small canteen, staff rest-rooms and changing rooms in the bovine area of the civil abattoir. The general aim of this project was to increase the efficiency of the slaughtering process and improve the general facilities of the complex. As part of the planning permit conditions, an existing WC within the administrative block was refurbished and made accessible to mobility impaired persons. A development application had been submitted to MEPA in 2011 and this was subsequently approved. The works were taken in hand in October 2013 and completed in July 2014.

Marsa: Replacement of culverts at Civil Abattoir (MSDEC)

This involved the replacement of the existing culvert system within the civil abattoir complex. The project was vital for the proper functioning of the facility and to ensure that it meets EU standards. A tender was prepared, issued and awarded and works were taken in hand in June 2014 and completed in August 2014.

St Venera: Refurbishment of new MSDEC offices at Triq Ħal Qormi (MSDEC)

This involves the conversion of the former Police Academy to offices for the Ministry for Sustainable Development, Environment and Climate Change (MSDEC). The work, which involves finishing works and the installation of new bathrooms, is being carried out by contract labour. Tenders were prepared, issued and awarded and works were taken in hand in September 2013 and completed in May 2014.

ii) Works in hand

Attard: Construction and finishing of a goods lift at the Crates cleaning and storing facility, Pitkali Markets, Ta' Qali (MSDEC)

This involves the construction and finishing of a lift-well and the procurement and installation of the goods’ lift, aimed at increasing the available space for the cleaning and storing facility, presently housed in the lower floor of a two-storey warehouse at the Pitkali Markets. Once the project is ready, the facility may be extended to the upper floor of the same building. The civil works on the lift well were completed in September 2014 whereas the installation of the lift proper is expected to be completed in early 2015.

Birzebbuġa: Construction of a football ground at Triq il-Port Hieles (MEDE)

This involves the construction and finishing of the 100m by 75m football pitch, together with the relevant changing rooms, toilets, clinic, offices and a multipurpose hall. A reinforced concrete frame structure will be utilised in the hall area while mass retaining wall structures will form the outer perimeter of the pitch. The project was originally designed by the DG’s office and was taken over when the tender was already awarded. Structural and/or detail drawings had not been included in the tender documents and these had to be prepared. It subsequently resulted that there were various variations and discrepancies between the quantities in the contract to those actually required to complete the project. Thus an exercise to establish the extent of these variations was performed, followed by another exercise to reduce the additional expense as much as possible. This information was forwarded to MEDE to seek additional funding from MFIN before the DOC could be requested to approve such variations. Works were nevertheless taken in hand in September 2014 but temporarily suspended in December 2014 until the contractor adheres to Health and Safety standards and Construction Site Management Regulations. Once the necessary funds are provided, the project is expected to be completed in late 2015.
Lija: Construction of a conservation garden and ancillary buildings at the Plant Biotechnology Centre (MSDEC)

This involves the construction of a garden which will promote the conservation and sustainable use of local varieties of agricultural plants and vegetables. The project also includes an ancillary three storey building within the precincts of the Plant Biotechnology Centre to house the a visitors’ centre, offices, a sample division preparation area, a plant material room, a seed germination room, a seed purity room as well as a controlled temperature store. A MEPA permit was obtained in 2013 and a tender was subsequently prepared, published and awarded. Works were taken in hand in April 2014 and are expected to be completed in early 2015.

Luqa: Construction of the new ARPA offices at the government experimental farm, Ghammieri (MSDEC)

This involves the expansion of the existing facilities of ARPA at Ghammieri Luqa through the demolition of an existing building adjacent to the current ARPA offices and the construction of new premises consisting of a semi basement, ground floor and first floor. A MEPA permit had been obtained in 2011 and a tender for civil works had been prepared, published and awarded. Such works were taken in hand in June 2012 and completed in December 2012. A tender for finishing works which included finishes to walls and ceilings, floor and wall tiling, drainage and rainwater system, aluminium and metal works, partitioning systems, fire fighting, plumbing, air conditioning, and electrical works was subsequently prepared and published in early 2014 but was not awarded as none of the offers were compliant. The tender was subsequently amended as a result of a number of alterations requested by ARPA and is expected to be published in early 2015.

Marsa: Conversion of ex-MSD stores into parking for new fish market at Triq il-Biċċerija (MSDEC)

This involves the provision of parking facilities for the operation of the fish market. Thus part of the Marsa MSD garage was identified for this purpose and the relative MEPA permits were issued in this regard in 2012. In 2013, the opening of the main entrance to this proposed car park was finalised and a galvanised steel roller shutter door was procured and installed. Work involved the detailed design of the opening and supervision and execution of all civil and finishing work involved. Works were performed by direct labour by workmen from the PID. Works carried out in 2014 included the clearing of certain areas still occupied by the MSD garage and the removal of the chain link fence hiving of the part that was still occupied by the MSD. Pending works include the demolition of internal rooms and related items, the closure and/or reduction in size of apertures and doorways, the opening of a small pedestrian doorway, the painting of Line markings for parking areas and traffic signs as required by the MEPA permit, the manufacturing and installation of new windows, security grilles and general painting and refurbishment works. A tender document for such outstanding works was drawn up and these will be handled by MSDEC in early 2015.

Naxxar: Restoration of salt marsh and garrigue, Salini (MSDEC)

This involves the cleaning of the garrigue and the restoration of the salt marsh in the area of Kennedy Grove. Works also include the installation of a 200mm long raised timber walkway over the garrigue, the laying of circa 500 sqm of a gravel pavement in existing disturbed passages and the installation of six bird watching posts located in selected positions to permit best views of the Salini bird park. A call for tenders was issued in 2013 but no offers were received. In a second call for tenders issued, only one technically compliant bid was received but this was considered to be too high. A third call had been issued in December 2013 and the tender had been awarded in May 2014.
(CMP) had been sent to MEPA for approval in May 2014 but this was only approved in November 2014. The works could thus be taken in hand and are expected to be completed in mid 2015.

**Pietà: Construction of a rapid deployment launching facility and ancillary amenities at Maritime Squadron Base, Haywharf, AFM (MHANS)**

This involves the extension of the existing quay, the construction of a storage and rapid deployment fleet launching facility and the demolition and construction of a dedicated building specifically built to cater for all the supporting needs related to Border control operations that include ancillary facilities such as operations coordination structures, accommodation, training and storage amenities. The aim of the project is to improve the support facilities assigned to the various small craft operated by the Maritime Squadron as well as the quick-reaction personnel who provide first response to a variety of incidents at sea. The project will see the construction of two buildings. The first of these will be a covered storage and maintenance facility for 5 small craft including Fast Interception Craft (FICs) and Inshore Patrol Boats (IPBs) with a length of up to 42 feet and a displacement of up to 13 tonnes. The facility will provide for the lifting of such craft onto the hard by means of a traveller crane and will include hard-standing slots for these crafts. This will permit all routine maintenance to be conducted under cover while also providing for the quick launch and recovery of such craft as and when required. The second building will consist of a two-storey construction in block form buildings which will include storage spaces for the various stores required to support all craft, accommodation facilities for standby crews that provide high-readiness response capabilities for SAR and Maritime Law Enforcement tasks, training facilities for these crews including spaces for the conduct of lectures and personal fitness facilities as well as other support facilities such as administrative spaces and extended accommodation facilities for support staff. The overall purpose of this building will be to consolidate functions that are currently dispersed in a single building with a view to enhancing quick reaction capabilities and the support of small boat operations. The project is being funded by European Border Funds 2013-2018. Concept architectural design drawings were issued after consultation with a number of authorities together with a design and build tender. The building is being conceived as a precast concrete clad structure with hardstone cladding. It is broken down into a number of buildings so as to play down and integrate it better with the historic background. A MEPA permit was obtained, a tender was prepared, adjudicated and awarded and works were taken in hand in December 2015. Works are expected to be completed by mid-2015.

**iii) Works still to start**

**Attard: Construction of a counting hall and the Electoral Commission’s administration block at Ta’ Qali (EC)**

This will involve the construction of a counting hall and the Electoral Commission’s administration block on government land at Ta’ Qali. In September 2014, the GPD had proposed three potential sites for this project. After an evaluation of these sites, the one at Ta’ Qali was deemed to be the most advantageous. Thus in October 2014, a detailed design brief was prepared and presented to the Commission for discussion. The brief indicated that this site was too small to fit the counting hall and the only way to resolve this issue was to extend the project onto adjacent agricultural land, currently leased to a private winemaker. This however meant that the process to acquire the required land could present problems and it was thus decided that an alternative site should be sought. In fact another site at Ta’ Qali was identified and from a preliminary assessment, this new site had more potential than the first. In view of the change of site, the design brief required revisions and these were taken in hand in December 2014 and will be finalised in January 2015.
Birzebbuġa: Construction of a club house at Birzebbuġa waterpolo club (MEDE)

This will involve the construction of a club house for Birzebbuġa water polo club as part of a major project which includes the construction of a swimming pool by the Marine Section of the WSD. These premises will consist of a restaurant, multi-purpose hall, changing rooms, public toilets and a kiosk. The MEPA permit had been obtained by the club through its own private architect but following discussions with the club, plans were altered to result in a less costly structural solution. A tender was prepared for the construction of the building in shell form but this was subsequently amended to include the provision of a sub-station, drainage trap and external finishing works such as the paving at roof and pool deck level, lighting, etc. A revised MEPA permit was thus sought and obtained in 2014 but the publication of the tender was postponed until funding issues are resolved. Once MFIP has approved the additional funding requested to cater for the additions and alterations, it is expected that the tender is finally published in early 2015.

Floriana: Construction of a Police shed (below Notre Dame Ravelin) (MHANS)

This will involve the construction of a shed (in the existing gap in buildings beneath the ravelin) for the preparation of Police vehicles prior to spraying. Drawings were prepared and an application was submitted to MEPA. The works will be carried out in early 2015 by Police personnel after the permit is issued.

Floriana: Rehabilitation of Argotti Botanic Garden (MEDE)

This will involve the overall infrastructural, botanical, landscaping and architectural improvement of the whole garden complex of Inner and Outer Argotti. This proposal imparts the idea of a horticultural research centre and a botanical garden to be located in an area of Floriana and is part of a larger project that incorporates St Philip Garden, Sa Maison Garden, the Mall, the Pinetum and the Ospizio area. As the extent of this project is vast, it was decided to phase the project due to financial and logistical considerations. The works include the construction of the information centre, the relocation of the toilets, the repairs to the reservoirs, paving works, the restiting of the two greenhouses and other infrastructural works. Materials used in the paving will be hardstone and lava and will be laid on the existing concrete sub floor, except in certain areas. The paving works will be phased: each pathway will be paved from start to finish before works on the adjacent area are undertaken. An information centre at the main entrance is proposed and a piazza at the entrance and in front of this information centre will be created. It is envisaged that the present public conveniences be removed and relocated in an area near the disused gate facing Pjazza San Kalcedonju (adjacent to the Archbishop’s Curia). Another important aspect of this project is the relocation of the existing two timber greenhouses. These consist of glazed timber frames roofed over with painted metal trusses, which in turn support transparent polycarbonate corrugated sheeting. All the parts of these structures are to be carefully dismantled and relocated in an area near the afore-mentioned toilets. Other works include the repairs to the boundary and retaining walls, excavation works including laying of services, installation of boulders, removal of paint from pilasters, construction of reinforced concrete floor slabs, laying of kerbs, removal of pathways and other infrastructural works. Various drawings were prepared and a MEPA application is expected to be submitted by March 2015.

Floriana: Rehabilitation of St Philip’s Garden (MEDE)

This will involve the paving of the main passageways and creation of new ones, repairs to boundary walls and staircases and installation of garden furniture. Preliminary plans were prepared but as there is the problem of accessibility, it has not yet been decided if this garden is to be made accessible prior to submitting the plans for MEPA’s approval.
Floriana: Restoration of the façade at the Police General Headquarters (MHANS)

This will involve the removal of existing paint, repairs to stonework, cleaning and other restoration works on the façade of the Police headquarters. A MEPA planning application was submitted and this included a detailed method statement of the proposed works. The removal of existing paintwork will be carried out in the ground floor only whilst at first floor repairs to the masonry will be carried out with an approved plastic repair compound. No hacking or sandblasting will be carried out whereas the whole façade and the front parapet wall will be cleaned. The MEPA permit is expected to be available in early 2015. Works will probably be carried out by Police labour in mid 2015.

Tal-Pietà: Refurbishing of IAID premises at Triq Sa Maison (MHANS)

This will involve the refurbishing of a three storey building with a basement for the offices of the IAID. The building dates back from the British period, having been used for different purposes. It has a steel frame supporting a concrete slab flooring. Layouts, sections and elevations are being drawn up. In the meantime, a drainage leakage problem in the basement has been solved. When the basement is disinfected and cleaned, a structural inspection of the basement will be carried out followed by the preparation of drawings and the submission of a MEPA application in early 2015.

Luqa: Construction of aviation facilities at Ħal Farrug (MOT)

This will involve the upgrading and repair of an existing hangar and the manufacture and installation of a metal gate to enclose the area. A DNO application is to be submitted to MEPA in early 2015 for the approval of the works on the gate.

Marsa: Refurbishment of VPRD administration building at Triq il-Biċċerija (MSDEC)

This will involve the upgrading of the VPRD administration building to make it fully accessible. Works include the installation of a passenger lift and alterations to the changing the finished floor levels of the entrance areas. Plans were prepared and a MEPA application was submitted in early 2014 but the VPRD subsequently requested radical changes and fresh drawings will be submitted to MEPA in early 2015.

St Venera: Construction of a fire station for the Civil Protection Department (MHANS)

This will involve the construction of a fire station which will incorporate a garage for the engine vehicles, maintenance/repair areas, plant and storage rooms, offices, lecture room, staff quarters and a large underground rainwater reservoir. An open area in front of the building will be created for manoeuvring of fire engine vehicles. The structure of the fire station is to be designed to resist seismic activity and the structural design will be outsourced. The preparation of drawings was taken in hand and the MEPA application will be submitted in early 2015.

Valletta: Installation of a passenger lift at the Parliamentary Secretariat for Justice, 30 Old Treasury Street (OPM)

This will involve the installation of a passenger lift at the offices of the Parliamentary Secretariat for Justice in Valletta. The application was submitted to MEPA and subsequently approved. A tender for the work was issued and adjudicated and works are expected to start in early 2015.

iv) Projects on hold
Floriana: Refurbishment of historic vaults at the Police General Headquarters (MHANS)

This was to involve the restoration and conversion of four huge vaulted areas into office space, the excavation of a basement and the construction of an intermediate floor at Police Headquarters and will complement similar projects undertaken a few years back. A MEPA application was submitted but this was subsequently put on hold after the discovery of structural problems in other parts of the block.

Valletta: Refurbishment works in the central courtyard at Auberge d’Aragon (MEAIM)

This was to involve the conversion of the central courtyard at Auberge D’Aragon into office space. Works were to consist of the replacement of franka stone paving using slabs in various sizes and shapes to respect the existing design and layout, the replacement of franka stone fascias, both straight and curved in plan, the replacement of franka stone flower beds with identical ones and other works. Various options were prepared before the project was put on hold for lack of funds.

Perit A Camilleri
Director – Project Design and Engineering
Project Implementation Directorate

The Projects Implementation Directorate has carried out several works around Malta. Maintenance works were carried out practically in each locality.

Embellishment Project of Promenades in collaboration with Malta Tourism Authority.

The Projects Implementation Directorate carries out each year continuously maintenance works on the Promenades. In the year 2014, the Directorate joined together with an Implementation board appointed directly by the Office of The Prime Minister in order to set a plan on the Embellishment and Maintenance works in these areas.

The Embellishment and Maintenance interventions were various. The main Promenades where the works have been carried out include the following: Bugibba Promenade, Qawra Promenade, Saint Paul's Bay, Sirens Area, Xemxija Promenade, Mellieha Bay, Ċirkewwa, Ghajn Tuffieha Bay, Gnejna Bay, Sliema Promenade, Saint Julians Promenade, Marsaskala Promenade, Xghajra Promenade, Birzebbuga Promenade, Wied iż-Żurrieq Promenade, Saint Thomas Bay.

The main interventions on the Promenades were:

- Replacement and maintenance of concrete paving blocks of pavements;
- Replacement of concrete surfaces of pavements;
- Replacement and maintenance of concrete kerbs of pavements;
- Replacement and maintenance of wooden benches;
- Replacement and maintenance of bus shelters;
- Maintenance, replacement and painting of iron railings;
- Maintenance of concrete bollards;
- Maintenance and replacement of bins;
- Construction and maintenance of pedestrian ramps;
- Maintenance and replacement of street signs.

Main Projects

Council of Europe Street (Girdle Road) Embellishment Euro 34,634
Imtarfa Playfield (second phase) Continuation of project Euro 175,411
Cospicua Rangers Boćči Club Euro 211,112
Ex-Saint Luke’s Hospital (Maintenance Works) Euro 61,614
Family Park Selmun (Continuation of project) Euro 212,082
Bormla Dock 1 Euro 836,492
V18 Monument Valletta Euro 42,422

The total cost of the Projects, Maintenance and Embellishment works were Euros 2,326,160 which included procurement of building materials, outsourced services and salaries.
Project for Transport Malta

The Projects Implementation Directorate has also carried out works for Transport Malta. Primarily the works consisted of construction of new roads from foundation levels.

New Roads

Tower Avenue, Gudja

May Butcher Road, Iklin

Lorenzo Manche Road, Attard

Pluvieri Road, Żurrieq

Perit P Cini  
Director – Project Implementation
Rehabilitation Projects Office

Mission Statement

Rehabilitation Projects were established in those localities where the built fabric and environment is of such a unique architectural and historical importance, that the locality deserves conservation and rehabilitation in view of its national importance. These areas are currently Valletta & Floriana, Cottonera, Kalkara and Mdina. The Rehabilitation Projects Office, which forms part of the Project Implementation Directorate, is the governmental office responsible for assisting the Rehabilitation Committees in achieving their objectives. The Rehabilitation Committees are advisory committees appointed annually by the Minister for Transport and Infrastructure.

The purpose and prime objectives of the established Projects are:

- The protection, conservation and restoration, on behalf of Government, of the national, historical and patrimonial heritage within the locality.
- The rehabilitation of the general environment fabric of the locality.
- The regeneration of the area to bring about tangible improvements in the quality of the urban environment and a more liveable neighbourhood for residents.
- To use public investment as leverage for private investment in historic properties which are privately-owned.
- Participation in projects initiated by other authorities aimed at furthering cultural, social, commercial or touristic development in the locality.
- Monitoring and co-ordination of rehabilitation projects carried out by Government and parastatal bodies within the locality.

Projects carried out during 2014

During 2014, the Rehabilitation Projects Office (RPO) carried out a number of projects in Valletta, Floriana, Mdina, Cottonera and Kalkara which included:

i) Valletta & Floriana

The projects carried out in Valletta follow the vision contained in the first written version of the UNESCO Management Plan for Valletta. This plan was the result of collaboration between various Ministries and other stakeholders to ensure that any infrastructure and urban development projects are sensitive towards the Universal Outstanding Value – i.e. what makes the City a World Heritage site.

- House of Catalunya, Valletta
  Restoration of the facade overlooking Archbishop Street was carried out and completed by Direct Labour. These works included the consolidation and/or replacement of deteriorated stonework, cleaning, and pointing works.

- Upper Barrakka Gardens, Valletta
  The restoration of the John Bathurst Thomson Monument was completed and restoration on other monuments and historic plaques found inside this historic garden were commenced by direct labour. Restoration of the arcades found inside the Upper Barrakka gardens was also carried out.
• Dun Mikiel Xerri monument, Valletta
  The restoration of the monument dedicated to Dun Mikiel Xerri, situated in Independence Square, was carried out by Direct Labour. Works included cleaning of accumulated dirt, the application of protective layer and wax.

• Casa Scaglia, Valletta
  Internal plastering and painting works were carried out on the second floor of Casa Scaglia by direct labour.

• Churches in Valletta
  Maintenance and cleaning works were carried out on the roofs of the Jesuit’s church, St. James Church, Sta. Caterina d’Italia Church and Victory Church. Works have also commenced on the restoration of the timber doors of the Jesuit’s Church and St. James Church.

• St. Augustine Church, Valletta
  Works commenced on the restoration of the dome and five lanterns of the St Augustine Church. These works are being carried out by Direct Labour and the work is being funded in partnership between the Government and Church.

• Valletta Landfront ditch, Valletta
  Work continued on a project that will see the reorganisation of parking within the ditch, the insertion of a garden, and the facilitation of pedestrian access from the ditch into Valletta through the use of existing passages found within the fortifications. These works are being carried out in collaboration with GHRC.

• Triton’s fountain, Valletta
  Site investigation and works to draw up the tender documentation for the restoration of the Triton’s fountain has commenced by a multi-disciplinary team. These works are expected to commence in 2015, following the publication of a tender, and to be concluded by the first quarter of 2017.

• Paving of Ordnance Street, Valletta
  Coordination with Transport Malta for paving works required in Ordnance Street. Works also included the design and installation of a commemorative bronze plaque in Ordnance Square.

• Paving of Triq it-Teżorerija and Triq Mikiel Anton Vassalli, Valletta
  Preparatory works for the restoration of the paving in Triq it-Teżorerija and Triq Mikiel Anton Vassalli were taken in hand. Works on site are expected to be carried out in 2015.

• Restoration of historic lanterns, Pjazza Reġina, Valletta
  Restoration of the historic lanterns found in Pjazza Reġina were carried out through a collaboration between workers from the Rehabilitation Projects Office, the Manufacturing & Services Department, and the Restoration Directorate.

• Maison Demandolx, Valletta
  Works were carried out to remove a dangerous structure.

• Greek Catholic Church, Valletta
  These works include the restoration of the external facades of the church following a call for tenders. These works are being funded by the Church, while professional supervision is being carried out by RPO architects.
• Regeneration of Strait Street, Valletta
  A draft policy for the installation of street furniture in Strait Street was drawn up. Preparatory works were also carried out to upgrade the paving, infrastructure, street lighting and historic signs. These works are expected to be carried out in 2015 through collaboration between all the major stakeholders.

• Fortification lighting and Valletta architectural lighting
  Maintenance of the fortification lighting and architectural lighting found in the core of Valletta was carried out in collaboration with the Manufacturing & Services Department.

• UNESCO World Heritage Site Management of Valletta
  This office is responsible for the World Heritage Site Management of Valletta. Works included the preparation of the Periodic Reports and Reactive Reports required by UNESCO, the assessment and consultation of MEPA applications, the assessment of applications for tables & chairs, and responses to other entities following Public or Internal consultation requests. Designs for the installation of UNESCO World Heritage signs were also made.

• Valletta Wayfinding
  Preparatory works to install wayfinding signs in Valletta have commenced in collaboration with the Malta Tourism Authority.

• Management & Maintenance of Pjazza San Ġorġ, Great Siege Bell and Great Siege Square
  During this year, works to maintain Pjazza San Ġorġ, Great Siege Bell memorial and Great Siege Square continued. Management of events held in these areas, and the catering modules of Merchants Street was also carried out.

• Wignacourt Fountain, Ġnien San Filippu, Floriana
  Preparatory works have begun for the restoration of the Wignacourt Fountain in Floriana. These works are scheduled to commence in 2015 after the issue of the MEPA permit.

• Wignacourt Tower, Floriana
  Preparatory works have begun for the restoration of the Wignacourt Fountain in Floriana. These works are scheduled to commence in 2015 after the issue of the MEPA permit.

ii) Cottonera & Kalkara

  The projects carried out, or being planned, in Cottonera and Kalkara follow the government’s vision for the regeneration of this area, and also encourage social inclusion and increase the appreciation of the built and cultural heritage by the residents.

• Cospicua Parish Church, Cospicua
  Works by direct labour were carried out to remove danger on the roofs of the Pipe Organ Machine room and store. Restoration work also commenced on the side elevation of the parish church dedicated to the Immaculate Conception of Mary together with the Restoration Directorate.

• Replacement of balustrades on staircase of War Monument, Cospicua
Works to replace the deteriorated balustrades and repaint the area surrounding the War Monument in Cospicua was carried out following the publication of a tender.

- **Cospicua Rangers Boċċi Club, Cospicua**
  Works by direct labour were carried out to restore the internal parapet wall of the bastions as part of the embellishment works being carried out in this area.

- **St. Therese Carmelite Church & Statue of St. Elijah, Cospicua**
  The restoration of the facades of the church is currently in hand following the publication of a tender. These works are expected to be completed by May 2015.

- **St. George’s Band Club, Cospicua**
  Preparatory works were carried out for the upgrading of the St. George’s Band Club. Works are expected to be carried out in 2015 following the publication of a tender.

- **Dockyard Gate, Cospicua**
  Works were carried out by direct labour to restore the dockyard gate as part of the embellishment works being carried out in this area.

- **Kalkara Parish Church, Kalkara**
  Works were carried out to install pigeon protection on the cornices of the church. Works also included the restoration of the stone pilasters of the parvis.

- **Xatt ir-Risq, Birgu**
  Works were carried out by direct labour for the restoration of the area next to the Regatta Club. Preparations are in hand for the restoration of another historic section of this wall.

- **Annunciation Church, Birgu**
  Preparatory works were carried out for the purchase of scaffolding required around the lantern and dome of the Annunciation Church in Birgu. Works will then be carried out to monitor crack movement over a twelve month period to assess the restoration works required.

- **St. Dominic’s Statue and niche, Birgu**
  Works were carried out to repair damage to the niche and restore the metal works.

- **Cloister of the Dominican convent, Birgu**
  Preparatory works have commenced to restore the deterioration found in the cloister of the Dominican Convent in Birgu. Works are expected to be carried out in 2015.

- **St. Lawrence Church, Birgu – restoration of the external staircase**
  Preparatory works have commenced to restore the external staircase of St. Lawrence Church in Birgu. Works are expected to be carried out in 2015 as soon as the MEPA permit is issued.

- **St Julian’s Church, Senglea**
  Preparatory works have commenced to restore the external facades of St. Julian’s Church in Senglea. Works are expected to be carried out in the beginning of 2016.
• War Monument, Senglea
Preparatory works have commenced to replace the fibre-glass war monument with a bronze replica. Works will commence following the issuing of the MEPA permit.

• Senglea Parish Church
Works were taken in hand to carry out waterproofing works above the Grand Hall in collaboration with the Waterproofing Section.

• Cottonera Heritage Trail
The Cottonera Rehabilitation Committee is working towards the creation of the Heritage trail throughout the whole of Cottonera and Kalkara. This exercise is being carried out in collaboration with the Senglea, Bormla, Birgu and Kalkara Local Councils.

• Underground tunnels, Cottonera
One of the government’s initiatives is to open up more underground spaces to the public. As part of this initiative, a tunnel linking Xatt ir-Risq to the Birgu ditch was rehabilitated. Further work is necessary to provide a permanent access to the general public.

• Cottonera public seminars – Appreciating the Heritage of Cottonera
As part of the initiative to increase the public’s appreciation of the cultural heritage of Cottonera, a series of talks were planned. These talks will be held on the last Sunday of every month, between January and April 2015.

iii) Mdina

The following projects were carried out, or are being planned, in Mdina.

• Repair of paving, Mdina
Preparatory works were carried out to replace broken paving next to the Mdina Cathedral. These works will be carried out in 2015.

• Cultural Heritage Trail, Mdina
Preparatory works were carried out to draw up a cultural heritage trail in Mdina. The creation of a mobile app is also being studied.

• UNESCO World Heritage Nomination
As part of the government’s commitment towards our World Heritage, works have commenced on the World Heritage Nomination dossier. When all the studies necessary are completed, Malta would then be in a position to officially request UNESCO to consider placing Mdina on the World Heritage List.

• Fortification lighting, Mdina
Maintenance of the fortification lighting was carried out in collaboration with the Manufacturing & Services Department.

• Management & Maintenance of the Mdina ditch
During this year, works to maintain the Mdina ditch continued. Management of events held in this area was also carried out.

Perit M Fsadni
Head RPO
Cleansing Directorate

During the year 2014, the Cleansing Directorate worked persistently and performed all the relevant tasks which fall within its responsibility to maintain cleanliness throughout the whole country. This initiative, led by the directorate, was continuously coordinated with other entities and other directorates so as to perform the necessary tasks pertaining to cleansing which did not necessary fall under the Cleansing Directorate. All these tasks entailed both day and night shifts and were performed by 480 employees.

Additionally to the normal responsibilities mentioned above, during this year the cleansing Directorate was entrusted to assist and operate cleaning responsibilities in various local councils who have touristic zones within their boundaries.

Such efforts and coordinated operational logistics resulted in a 33% increase of waste collection on the 2013 figures.

During this year, the directorate consolidated the working methods introduced previously, and upgraded certain work practices for the benefit of the workforce. The directorate provided uniforms to all employees to further instil a change in mentality. The uniforms for both winter and summer schedules incorporate health and safety features and all efforts were made to enforce its use.

Cleansing of Arterial Roads and Public Spaces

Work pertaining to arterial roads is as follows:

<table>
<thead>
<tr>
<th>Task</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanical sweeping</td>
<td>20,420 kms.</td>
</tr>
<tr>
<td>Litter Picking</td>
<td>6,297 tons</td>
</tr>
<tr>
<td>Removal of Dead Animals</td>
<td>1,354 carcasses</td>
</tr>
<tr>
<td>Illegal Dumping Removal</td>
<td>6,921 tons</td>
</tr>
<tr>
<td>Emptying and washing of litter bins</td>
<td>678,170 empties</td>
</tr>
<tr>
<td>Removal of illegally fixed adverts</td>
<td>2,150 signs</td>
</tr>
<tr>
<td>Removal of waste from rainwater systems</td>
<td>136 tons</td>
</tr>
<tr>
<td>Cleaning of Culverts</td>
<td>35,814 mtrs</td>
</tr>
</tbody>
</table>

During this year, an amount of litter bins were procured to be installed in arterial roads and in public spaces particularly touristic zones amounting the total figure of fixed litter bins to 1,900. A number of country side bins were installed in various areas.

For the first time, the cleansing Directorate purchased three types of litter bins:

- Open Topped Litter Bins;
- Cover Hooded Litter Bins;
- Child Friendly Litter Bins.

In order to improve cleanliness in arterial roads, the directorate enhanced the concept introduced in previous years by assigning employees to particular strategic routes and zones. Apart from areas, like Addolorata Cemetery, Bulebel and Paceville already serviced by this concept, new strategic routes and zones were introduced in various arterial roads. The duties of these officers consist in managing the upkeep of the particular route assigned to them on a daily basis. A marked improvement was noted in litter picking throughout these
zones. Progress was also registered in grass cutting activities in regions falling under the responsibility of Central Government.

Apart from these duties the directorate was also responsible for every state visit wherein cleaning up took place prior to and after each event.

The directorate was also responsible for the cleaning prior international conferences that were organised during the course of the year.

**Cleansing of Public Places and Open Spaces**

During the year, this directorate performed ongoing cleansing tasks at the following locations: Valletta Bus Terminus, washing and cleansing of tunnels situated in Ħal Kirkop, tal-Qroqq, Sta Venera, St Julian’s and Ghajn Dwieli. The directorate also performed clean-up operations in the subways at Floriana, B’Kara Bypass and Old Mill Street, Qormi. The washing of the Floriana arcades and cleaning up after the hawkers' open-air markets namely in Vittoriosa, the Farmers’ market at Ta’ Qali and the Sunday market at Floriana (near the Park & Ride) were also the responsibility of the directorate.

The Cleansing Directorate continued to enhance cleansing activities in open spaces like Ġnien George Bonello du Puis, Triq Bisazza, Pjazza St. Anna in Sliema, Pjazza San Gorg and all commercial zone in Valletta, the Ta’ Qali Adventure Park. Additionally to previous years, the pedestrian’s zone of Valletta which is constantly being refurbished, was given particular attention mainly by providing additional new services such as floor scrubiring, removal of chewing gum and high pressure washing.

The directorate maintained the flexi-time system in which the cleaning of these zones could be carried out all day long. There was a continuation in the programme regarding the removal of chewing gum from promenades, public and open spaces. This has been accomplished with the investment made by purchasing a new gum-busting machine.

Other zones covered by removal of chewing gum services included St. Anne’s Street Arcades, the Sliema and St. Julian’s promenades, Republic and Merchant’s Street, Valletta and Triq Piazza, Sliema promenades all along the Cottonera area, all the promenade of St Paul’s, Buġibba and Qawra.

**Cleansing in Touristic Zones**

During 2014, the Cleansing Directorate was entrusted to adapt additional cleansing frequencies in various touristic areas. These services were and are to be in additional to the services already being provided by Local Councils. Such works consisted in collection of refuse and street sweeping. The following table indicates the time of service provided by the Directorate.

<table>
<thead>
<tr>
<th>Location</th>
<th>Frequencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>St.Paul’s Bay – Buġibba – Qawra</td>
<td>12.00 – 19.00</td>
</tr>
<tr>
<td>Paceville</td>
<td>12.00 – 19.00</td>
</tr>
<tr>
<td>Sliema – Gzira – Ta’Xbiex promenade</td>
<td>7.00 – 19.00</td>
</tr>
<tr>
<td>Valletta</td>
<td>7.00 – 19.00</td>
</tr>
<tr>
<td>Cospicua – Senglea – Vittoriosa – Xghajra – M’Skala – B’Buġa – M’Xlokk</td>
<td>16.00 –</td>
</tr>
</tbody>
</table>
**Maintenance and Cleaning of Public Conveniences**

There are thirteen (13) public conveniences which fall under the responsibility of the Central Government throughout the island. This directorate maintained the day-to-day cleansing of these premises. Besides being washed by the attendants, these premises are cleaned by means of a power-wash unit operated by employees within the same directorate.

During this year, the Maintenance Section within the directorate effected refurbishing and structural works in various premises belonging to the Cleansing Directorate. These works included:

- renovations of offices in different sections at the Head Office, Kordin;
- renovations of storage facilities at the Pembroke workshop.

From a public survey, all the public conveniences falling under Central Government responsibility were confirmed to be the most maintained and offered the best services.

**Services rendered to Local Councils and other Entities**

During 2014, the Directorate served as a supporting entity to various Local Councils and other Government Departments. Several services to Local Councils in particular cleansing of urban roads, cleansing of public conveniences and collection of bulky refuse were provided. Apart from this, the directorate rendered services to several entities where its employees were assigned several other cleansing operations, for instance, cleaning up after concerts and mass events, all the relevant cleansing pertaining to Carnival as well as cleansing during and after the Notte Bianca and so forth.

The cleansing Directorate served as a support to all other Government Departments in connection with all cleansing needs in particular disposal of waste, IT equipment and disposal of office obsolete items.

However, the directorate retained the responsibility for the cleaning of the Valletta and Sliema commercial zones.

**Revenue Collection**

**Total Revenue Collected for 2014**

<table>
<thead>
<tr>
<th>Description</th>
<th>€</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Councils</td>
<td>32,778.21</td>
</tr>
<tr>
<td>Landfills</td>
<td>830.21</td>
</tr>
<tr>
<td>Extra Services *</td>
<td>36,767.20</td>
</tr>
<tr>
<td>Others **</td>
<td>3,292.10</td>
</tr>
<tr>
<td>VAT</td>
<td>13,206.17</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>86,873.89</strong></td>
</tr>
</tbody>
</table>

* Extra services include works performed which were not included in the original contract
** Others include Materials & Supplies paid by Local Councils and legal fees
**Removal of Illegal Dumping**

During the course of this year, the directorate removed 6921 tonnes of all types of inconceivable refuse which was illegally deposited in several sites all over the island. Various sites where cleansing operations place repeatedly are listed hereunder.

<table>
<thead>
<tr>
<th>City/Village</th>
<th>Location</th>
<th>Amount of waste</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kalkara</td>
<td>Wied Ghammieq</td>
<td>32 tons</td>
</tr>
<tr>
<td>Marsa</td>
<td>Abattoir area</td>
<td>41 tons</td>
</tr>
<tr>
<td>Bulebel</td>
<td>Triq il-Hofra</td>
<td>70 tons</td>
</tr>
<tr>
<td>Gżira</td>
<td>Manuel Island</td>
<td>53 tons</td>
</tr>
<tr>
<td>Other</td>
<td>covering various</td>
<td>6725 tons</td>
</tr>
</tbody>
</table>

**Washing-up of Promenades and Recreational Spots**

The cleansing of several promenades and recreational areas takes place throughout the summer season. The washing-up of these sites was carried out more accurately and professionally by equipment floor scrubbers resulting in a more efficient positive result.

The task carried out covered the areas:

- St. Paul Bay, Buġibba and Qawra promenades;
- Paceville;
- St. Julian’s, Sliema, Gżira and Ta’ Xbiex promenades;
- Valletta pedestrian zone and commercial area;
- Senglea, Cospicua, Vittoriosa, Kalkara and Xghajra promenades;
- Marsaxlokk, Birzebbuġa and Marsaskala promenades.

**Cleaning of Beaches and Coastal Shores**

The cleaning of beaches and coastal shores takes place not only during the summer months but is an ongoing process through the year. This year the tasks undertaken consisted of:

**Winter period operations:**

- Maintenance of beach furniture – All maintenance on the existing furniture and the manufacture and upgrading of new furniture to cover all the requests registered with the Directorate during the year;
- Removal of seaweed which amounted at 3,598 tons;
- Emptying of wheelie bins on a daily basis, and removal of bulky material which is deposited our beaches;
- Installation of beach furniture prior to the summer months (April/May) which are duly removed by the end of summer (October). This consisted of 1,263 wheelie bins, 230 ladders, 47 handrails, 250 charcoal bins;
- 13 wooden carpets, 7 pontoons and 2 bridges.

The amount of seaweed removed during 2014 reflects the large amount accumulated due to bad weather and the continuous harvesting throughout the summer, an occurrence not so common in previous years. The directorate consented to numerous requests by farmers for the provision of seaweed to be used as fertiliser.

**Summer period operations:**
During the summer period the beaches were classified into three categories namely, A, B and C based on touristic strategic priorities and general use. Work performed related to cleansing and maintenance during summer was as follows:

- **Category A**: From Monday to Sunday from 06:00 to 18:00
- **Category B**: From Monday to Friday from 06:00 to 14:00. Saturdays and Sundays from 06:00 to 10:00.
- **Category C**: From Monday to Friday from 06:00 to 14:00.

All wheelie bins scattered along the beaches and coastal shores, besides being continuously emptied, were washed regularly.

**Client Satisfaction Unit**

Whereas the cleansing responsibilities of the directorate are mainly concerned with the arterial roads, the directorate went beyond, by taking ownership of the cleaning treatment of all sites/roads of the island which fall under the responsibilities of Local Councils, ELC, Transport Malta and others.

During this year, over 2000 cases concerning cleansing issues were registered 98% of all cases were solved during the year, with the remaining percentage concerning private owned lands, which cases were forwarded to entities concerned.

The Quality Service Charter awarded to the directorate is revised continuously and the levels of quality of services rendered by this directorate have excelled considerably. All complaints raised were immediately tackled and solved in a shortest time possible. As a model, the directorate is following Directive 4 issued by the Office of the Principal Permanent Secretary.

**Cleansing works at the Addolorata Cemetery**

This initiative was deemed a success and was sustained during 2014. A group of five asylum seekers work on a shift basis system ensuring that cleaning of the cemetery takes place six days a week. The provision of cleaning material and the management of human resources falls under the responsibility of the Cleansing Directorate. During 2014 the amount of 10,400 polythene bags of material were removed from the Addolorata Cemetery.

**Emergency Services**

The Cleansing Directorate is frequently involved in the provision of emergency cleansing services following heavy storms. The directorate provides the necessary human resources and plant and machinery in its inventory to assist the Civil Protection Department (CPD) in certain tasks.

Directorate employees are immediately deployed after a heavy storm to remove all the debris which accumulates along the roads. The removal of the material in a coordinated operation with the CPD allows easy flow of traffic especially during rush hours.

Various clean-up operations were undertaken to remove debris and other material in flood-prone areas such as Msida, Burmarrad and Kennedy Grove in the aftermath of the storms. A total of 61 tonnes of debris and material were removed from flood-hit areas in the March storm. A further 48 tonnes of material were removed from Msida alone after the September storm.

**Washing of Vehicles**
A particular area within the Kordin grounds, was designated to serve as a washing bay for vehicles. The washing area comprises of two washing bays serviced by a heavy-duty power wash. Instructions were given to the directorate’s employees to wash the vehicles prior to their daily deployment. The vehicles are thus washed, inspected and certified clean every day by supervisors in charge. All employees have been informed that disciplinary action will be taken if vehicles are left unwashed before to leaving the premises.

**Conclusion**

In 2014, the Cleansing Directorate made all the efforts possible to perform all works under its responsibility, efficiently and effectively. During 2015, the directorate will endeavour to keep improving the existing services being provided, and will keep looking forward by introducing new services, along with the new initiatives introduced in the past years.

Consequently the Cleansing Directorate will continue to achieve its objectives by providing, first and foremost, a quality service to the consumers and ascertain that all the country is kept clean.

*Mr R Deguara  
Director – Cleansing*
The Manufacturing and Services Directorate (MSD), within the Works and Infrastructure Department of Ministry for Transport and Infrastructure, carries out engineering, manufacture, repairs and maintenance works in the various Government Ministries, Departments and entities. The Directorate incorporates a number of sections located in two branches. The carpentry, metal trades, plumbing, electrical, traffic lights, aluminium, fountains, lifts and air conditioning, and traffic signs and road markings co-operative, Koptasin are all located at the Marsa branch whereas the light vehicles, heavy vehicles, heavy plant, auto electrical and the miscellaneous sections are situated at the Kordin branch.

It is envisaged that MSD Marsa shall be incorporated within Kordin Premises so that all functions falling under the responsibility of this directorate are housed within one comprehensive facility. For this reason, this directorate initiated a plan of action for structural development.

This Directorate on the 20th June 2014, managed to acquire, on a lease agreement from the Land Directorate, Land at il-Qortin, directly adjacent to Kordin premises. This piece of land, measuring twenty thousand and fifty-nine square meters (20,059 m²) will facilitate relocation as this will provide the necessary parking space for MSD vehicles and plant in future.

MARSA BRANCH

The MSD Marsa branch provides technical services mostly in various works for several embellishment projects carried out by the Ministry, while also manufacturing new products and performing maintenance services to other departments and entities, both within and outside this Ministry.

The number of new jobs opened in 2014 for all sections was 562, while 760 jobs were closed. Due to the fact that a great effort was made to close as much jobs as possible from previous years, the number of jobs closed during the year was far greater than those opened. Jobs are considered open until the requested work is completed and consequently all related documents compiled, and concluded. Jobs handled by the various sections are tabulated below.

<table>
<thead>
<tr>
<th>Section</th>
<th>Opened Jobs</th>
<th>Closed Jobs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carpentry</td>
<td>119</td>
<td>120</td>
</tr>
<tr>
<td>Aluminium</td>
<td>58</td>
<td>60</td>
</tr>
<tr>
<td>Metal Trades</td>
<td>117</td>
<td>110</td>
</tr>
<tr>
<td>Air Conditions</td>
<td>90</td>
<td>253</td>
</tr>
<tr>
<td>Lifts</td>
<td>17</td>
<td>50</td>
</tr>
<tr>
<td>Electrical</td>
<td>89</td>
<td>122</td>
</tr>
<tr>
<td>Plumbing</td>
<td>39</td>
<td>45</td>
</tr>
<tr>
<td>Fountains</td>
<td>33</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>562</td>
<td>760</td>
</tr>
</tbody>
</table>
**Carpentry Section**

The Carpentry Section manufactures and installs timber works and carries out maintenance and restoration works on old apertures as instructed by architects in charge of project works and also requests from various Ministries and Government entities such as local councils.

The main works carried out during 2014 were:

- Maintenance of apertures at the Office of the Prime Minister, Auberge de Castille;
- Maintenance of apertures at Girgenti Palace;
- Maintenance of balcony at the Palace, Valletta;
- Manufacture office furniture for the Ministry for Transport and Infrastructure;
- Manufacture of apertures for the Ministry for Sustainable Development, the Environment and Climate Change, Santa Venera;
- Maintenance of apertures and balconies and manufacture of louvered windows and glazed doors for the Ministry for Justice, Culture and Local Government;
- Manufacture of various apertures for Auberge D’Aragon and House of Catalunya, the Ministry for European Affairs and the Implementation of the Electoral Manifesto;
- Manufacture of new apertures and two balconies for the Ministry for Justice, Culture and Local Government;
- Manufacture of apertures for Ministry for Foreign Affairs;
- Manufacture and installation of doors for the Ministry for Energy and Health, Auberge de Castille;
- Manufacture of office furniture for the Parliamentary Secretary for Planning and Simplification of Administrative Processes, Auberge de Castille;
- Maintenance of existing and manufacture of new apertures for St. Luke’s Hospital;
- Manufacture of glazed windows and furniture for MTI Block A, Floriana;
- Manufacture of doors and office furniture for DG WID Office;
- Manufacture of wooden doors and panelling for No.1 Dock Project, Bormla;
- Manufacture of office and street furniture for Transport Malta;
- Maintenance of apertures for CHOGM new offices;
- Manufacture of new furniture and modifications of existing doors for Mater Dei Hospital;
- Manufacture and maintenance of iroko benches at Marsaxlokk, Qui Si Sana, Selmun, Żejtun, Żabbar, Isla and Buġibba;
- Manufacture door for the Department Of Information;
Manufacture of apertures for San Ġwann Boċċi Club;

Maintenance and manufacture of apertures at Casa Scaglia, new premises for Malta Council for Culture and the Arts, Valletta;

Manufacture of furniture for security room, Project House;

Manufacture of furniture for the Malta-EU Steering and Action Committee;

Maintenance of apertures at public convenience Bormla;

Manufacture of various furniture for Buskett Farmhouses;

Manufacture of ramp for Courts of Justice;

Maintenance of Kalkara Parish Church doors;

Maintenance to door at Jesuit’s Church, Valletta;

Manufacture and installation of 3 doors and wooden ramp for Church, Bormla;

Manufacture of doors for Isla Band Club;

Manufacture of furniture for ETC, Ħal Far;

Manufacture of new shelving for the Planning and Priorities Co-ordination Division (PPCD), MEAIM, Santa Venera;

Manufacture of plywood panels for 40 market stalls for the Valletta Monti;

Manufacture of apertures for St John’s Co-Cathedral, Valletta;

Manufacture of kitchen unit, doors, beam covers and maintenance of apertures for Dingli Girl Guides’ new premises;

Manufacture of media platform stand for Republic Day celebrations.

**Aluminium Section**

The Aluminium section manufactures aluminium apertures, together with gypsum partitions and soffits.

Major works carried out during 2014 were:

Aluminium works for various Ministries including the Office of the Prime Minister, the Ministry for Foreign Affairs, the Ministry for Home Affairs and National Security, the Ministry for European Affairs and the Implementation of the Electoral Manifesto;

Gypsum Partitions and wall lining were installed at the Ministry for Transport and Infrastructure, Block B Floriana;

Manufacture and installation of aluminium doors and windows for Ghammieri Government Farm;
Manufacture and installation of insect screens and gutters for the Economic Policy Department;

Manufacture and installation of aluminium doors and windows for Cleansing Services Directorate, Kordin;

Gypsum works and aluminium doors for ex-out patients, St. Luke’s Hospital;

Manufacture and installation of aluminium doors, windows and soffits for Project House;

Gypsum partitions at 30, Old Treasury street, Valletta;

Wall lining and monolithic soffit and bulkhead at BICC, Floriana;

Manufacture and installation of aluminium doors and partitions for public convenience, Bormla;

Manufacture and installation of aluminium doors and frames at Baħar iċ-Ċaghaq;

Manufacture and installation of aluminium doors, fanlight and shelving for ETC Ħal Far;

Manufacture and installation of aluminium doors at St. Margaret College Boys Secondary School;

Installation of soffit for Floriana Health Centre;

Manufacture and installation of aluminium doors for CPSU San Ġwann;

Wall lining with Idro Gypsum Boards at new premises for Dingli Girl Guides.

**Metal Trades Section**

In general, the works carried out by this section during 2014 included the manufacture and installation of steel articles, the repair and maintenance of existing steel articles, the installation of flagpoles in connection with state visits and national holidays, the installation of the Christmas decorations in Pjazza San Ġorġ, Valletta and Bisazza Street Sliema, the removal and relocation of planters and benches in Valletta, in connection with various activities during the year, and other works.

The major works completed during this year included:

Manufacture of a heavy duty steel grating for the pump room at Bormla;

Manufacture and installation of railings at St. George’s Bay, Paceville;

Repair and re-installation of bollards and stainless steel litter bin, which were damaged in traffic accidents, in Bormla;

Completion of restoration works on the 24 pregnant windows at the Office of the Prime Minister, Auberge de Castille;

Manufacture of 9 lighting poles, several steel manhole covers, fabrication of steel bollards, manufacture of several steel manhole covers, including two large manhole covers for GO plc services for the Bormla Dock No. 1 project;
Additional works to the Dock No. 1 project included the removal of the dock entrance gate, unused pipework and the old railing;

Repair and installation of railing for the Pjazza Gavinu Gulia monument;

Repair and Maintenance of three bus shelters for Transport Malta;

Repair of the Palace main door, Valletta;

Manufacture of additional railing for the Mtarfa Garden;

Repair and maintenance of the Merchant’s Street planters;

Manufacture of concrete formwork for the Valley Management Unit;

Replacement of all hydraulic accessories of the globe fountain at St. Julian’s. This operation involved the removal and reinstatement of the 1.5 ton marble sphere in its socket;

The manufacture of security grills and windows for the new Boy Scouts premises at San Ġwann;

Manufacture, repair and installation of decorative railing at the Kalkara parish church;

Manufacture of a large steel concrete formwork for the Storm Water and Valleys Unit;

Manufacture of new railing at the Law Courts as part of the erection of monument to Prof. Guido Demarco;

Repair, galvanizing and installation of railing at the Żabbar Sanctuary Museum;

Various activities in connection with the State Visit by the Duke of Cambridge, including, the maintenance of the lamp poles along Xatt ir-Risq, the repair of the railing around the Ħelsien Monument, and the manufacture of a gate leading to the tunnel in Birgu, including steel plate decking;

Repair and installation of lanterns in front of the Public Library in Pjazza Reġina, Valletta;

Extensive repair of the MSD Kordin workshop roof including the replacement of all the water gutters, following damage caused by a storm in November;

Manufacture of 40 market stalls for the Valletta Monti;

Installation of monument to Dr. Ċensu Tabone at Balluta;

Manufacture and installation of metal staircases at new premises for Dingli Girl Guides;

Manufacture of 4 in number formwork for precast concrete slabs i/c/w works at Ursoline Sisters Convent in Rabat;

Completion of steel railing for the Restoration Directorate at the Couvre Porte, Birgu.

**Air Conditioning Section**

The Air Conditioning Section undertakes repairs and servicing of about 1,200 split unit air conditioners and centralised plants in Government offices, Health Centres and Elderly
Homes. Demand for repairs is at its peak during the summer months, whereas during winter and spring work is more focused on preventive maintenance. In all 90 new jobs were opened during the past year.

There were about 1000 calls for repairs in 2013. Several requests were also received for the dismantling and re-installation of the same units in other locations, while a number of older unserviceable air conditioners were dismantled for scrapping.

**Lifts Section**

The Lifts Section carries out repairs and maintenance to circa 15 passenger lifts, goods lifts and hoists installed in various Government Departments. An emergency evacuation service is also offered.

This section responded to about 120 calls for repairs and servicing in 2014 and also assists the Authorised Conformity Assessment Body (ACAB) during lift certification. The number of new jobs opened during the past year was 13.

**Electrical Section**

The Electrical section is involved in the electrical maintenance of various Government Departments as well as Public places. This year was no exception and maintenance works were carried out in over 90 different jobs.

During 2014, the electrical section was involved in various works as listed below:

General electrical maintenance and installations at:

- Presidential Palace Valletta;
- Auberge D’Aragon, House of Catalunya and other offices pertaining to the MEAIM;
- Ministry for Foreign Affairs;
- MTI Block B, Block A and Project House;
- BICC, Floriana;
- RPO, Valletta;
- CDRT, Floriana;
- MEUSAC, Valletta;
- National Audit Office;
- Restoration Directorate;
- Tunnel between Xatt ir-Risq and Birgu Ditch;
- Big Friends Guggen Musik Band premises;
- Installation of LED floodlighting and security camera at St Helen’s Gate Cospicua;
- Installation of security cameras and lights at MCP car park;
Installation of reflector at Marsa Port Workers Building;
Floodlighting at Żabbar Parish Church;
Monument tal-Ħelsien, Birgu;
Installation of lamp posts at Triq il-Pellegrinaġġ, Bormla;
New premises for Dingli Girl Guides;
New electrical system at Kalkara Parish church dome;
Installation of Lamp posts in front of Bormla parish church;
Installation of new electrical system at Sta.Venera underpass;
New electrical installation at SPCA Malta, Floriana.
Electrical repairs at:
Yacht Marina, Tal-Pietà;
Architectural and bastions lighting in Valletta, Floriana, Mdina and Cottonera;
Architectural lighting at Portes Des Bombes;
Replacement of damaged isolator/mcb and earthing/bonding of cable tray at Pjazza San Ġorġ pump room, Valletta;
Decorative lamp post i.c.w. bus collision at Qrendi Bus Terminus;
Repair light globes at Pioneer Street, Buġibba;
St. Anne’s Subway, Floriana;
Replacement of lamps at tal-Qroqq subways;
Repair of internal lighting system at Triton`s fountain Valletta;
Replacement of soffit type emergency lighting at Elderly and Community Cares St.Venera;
San Gaetano Ħamrun church parvis lighting - damaged by weather.
Maintenance works to existing Traffic and Pelican lights.
New Pelican Light installations at:
Triq Kottonera, Vittoriosa;
Triq Dwardu, Vittoriosa;
Triq Marina, Tal-Pietà;
Triq San Ġwann t`Għuxa, Bormla;
Triq Cachia Żammit, Żejtun;
Triq Borg Olivier, Rabat (misraħ San Duminku);
Triq Borg Olivier c/w Triq il-Kulleġġ, Rabat;
Triq id-Difża Ċivili Mosta (near Tarġa Gap MCAST);
Triq Il-Labour Naxxar (near Banif Bank);
Qawra Street, St. Pauls Bay;
Swieqi;
Triq il-Labour, Marsa;
Triq il-Qalbiena Mostin, Mosta;
Vjal it-28 ta’ April, Paola.

Installation of new Traffic Lights at:
Msida – in front of police station, in front of Avis car hire, near Labour Party club;
Victoria Interchange, Gozo;
In front of Marina Old Peoples`s Home, Tal-Pietà;
Triq il-Wied, Qormi;
Triq iż-Żaghfran, Attard;
Ħal Far road, Gudja near Airport.

**KORDIN BRANCH**

The Kordin branch consists of 5 sections, namely Light Vehicles, Auto Electricians, Heavy Vehicles, Heavy Plant and Miscellaneous (comprising spray painting, panel beating, upholstery and vulcanising works). The jobs performed range from routine maintenance to overhauling and body work on light cars, vans, trucks and heavy plant equipment such as shovels, bulldozers and road rollers. The workshops cater for vehicles and equipment owned by the MSD, as well as equipment owned by other departments. Whenever possible, heavy plant and vehicles are repaired on site, to expedite repairs or due to the logistic difficulties in bringing the equipment to the garage. Various other departments make use of our services, our major customers being the Cleansing Services Directorate (CSD) and the Projects Implementation Directorate (PID).

The Workshops have carried out a total of 2627 jobs during the period January – December 2014, the total value of repairs being € 458,000 distributed as follows:
<table>
<thead>
<tr>
<th>Section</th>
<th>No. of Jobs</th>
<th>Material Cost</th>
<th>Labour Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heavy Plant</td>
<td>287</td>
<td>€ 18,360</td>
<td>€ 45,422</td>
<td>€ 63,782</td>
</tr>
<tr>
<td>Heavy Vehicles</td>
<td>617</td>
<td>€ 53,630</td>
<td>€ 163,904</td>
<td>€ 217,534</td>
</tr>
<tr>
<td>Light Vehicles</td>
<td>399</td>
<td>€ 33,614</td>
<td>€ 27,365</td>
<td>€ 60,979</td>
</tr>
<tr>
<td>Auto Electrical</td>
<td>609</td>
<td>€ 22,455</td>
<td>€ 15,223</td>
<td>€ 37,678</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>715</td>
<td>€ 40,878</td>
<td>€ 37,149</td>
<td>€ 78,027</td>
</tr>
<tr>
<td>Total</td>
<td>2,627</td>
<td>€ 168,937</td>
<td>€ 289,063</td>
<td>€ 458,000</td>
</tr>
</tbody>
</table>

It is estimated that if these works were outsourced, the labour cost alone would have been in the range €500,000 - €700,000.

**Vehicle and Plant Operations**

The Vehicle and Plant Operations Section is responsible for the distribution of vehicle and plant resources to the various Directorates and on the various projects and work sites respectively, as required. This is done by first identifying the transport and plant equipment requirements of the various sections across the entire Ministry. The Section then aims to satisfy these needs by having better co-ordination between the various work groups and then deploying the available vehicles to maximize usage and output. This shall lead to a higher efficiency and lower operating costs.

Additionally, the section is responsible for hiring vehicles whenever the need arises and to this end regularly issues period contracts for the hire of vehicles and plant used to supplement the government owned fleet. The number of hired cars has now been further decreased to 28. Other plant, such as cranes, wheel shovels and excavators are hired for short durations as required, after a public call for tenders to obtain the best possible rates.

This section also includes a surveyor who investigates all cases of traffic contraventions and collisions involving vehicles owned by the MTI. The services of the surveyor are also sought by other Ministries and Departments when their vehicles are involved in collisions or when they need to have his recommendations as to the disposition of particular vehicles within their respective fleets.

Another important function of the Operations Section is the fuel management. It incorporates the operations of the MSD fuel station and is responsible for all fuel issued. The consumption of fuel within the Ministry is now being monitored better, since taking into consideration the size of the vehicle and plant fleet, fuel costs are of considerable proportions. The Section is also responsible for the running of the computer-based Fleet Management System for the allocation of fuel to the various vehicles.

Plans were initiated for the installation of a modern, fully automated, fuel and fleet management system. Besides the elimination of countless paperwork involved, this will provide full control over the fuel delivery and dispensing, and afford fleet managers with full accountability and tight control over the fleet’s fuel consumption.
**Fuel Distribution**

The MSD fuel station supplies unleaded petrol, diesel and biodiesel to all vehicles and plant in use pertaining to the MTI. Whenever possible, this is done at the station itself, but a bowser is used for distributing diesel to heavy plant and equipment located on the various work sites all over Malta. The table below summarises the quantities of the various types of fuel supplied during the year.

<table>
<thead>
<tr>
<th>Fuel Type</th>
<th>Amount (litres)</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unleaded Petrol</td>
<td>193,287.91</td>
<td>€278,673.89</td>
</tr>
<tr>
<td>Diesel</td>
<td>669,754.87</td>
<td>€910,866.35</td>
</tr>
<tr>
<td>Bio Diesel</td>
<td>7,314</td>
<td>€9,800.76</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>870,356.78</strong></td>
<td><strong>€1,199,341.00</strong></td>
</tr>
</tbody>
</table>

These quantities include the amounts supplied to other Ministries, such as the Ministry for Sustainable Development, Environment and Climate Change and the Armed Forces of Malta.

**Tenders**

The Kordin administration is responsible for drawing up specifications for tenders issued by the Directorate that are related to transport and plant equipment as well as to the running of workshops. These include the purchase of equipment by the MSD and the Directorate’s clients, period contracts for consumable parts and materials that are regularly used at the workshops, hiring of plant and machinery as needed, and also for towing/recovery services for light and heavy vehicles and plant equipment. Additionally, during 2014, the MSD continued the process of drafting specifications and/or adjudicating tenders for the purchase of equipment to be used in maintaining the National Flood Relief Project (NFRP) tunnels, amounting to around €1M.

The equipment purchased by tender during 2014 is tabulated below against the respective cost:

<table>
<thead>
<tr>
<th>Equipment Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Three in number tipper trucks for the NFRP</td>
<td>€ 272,154</td>
</tr>
<tr>
<td>One truck with mounted crane for the NFRP</td>
<td>€ 78,281</td>
</tr>
<tr>
<td>Three in number 4WD pick-up vans for the NFRP</td>
<td>€ 74,610</td>
</tr>
</tbody>
</table>

Furthermore, the equipment procured by tender for the NFRP in the previous year, namely, three skid steer loaders, three dumpers, one large wheel shovel and three pick-up trucks, were delivered and commissioned.

Specifications were drawn for the purchase of one pick-up truck and one panel van for the MTI Waterproofing Section. Calls for public tenders were published for the supply of tyres, starter batteries, hydraulic and transmission oils, and air, oil and fuel filters.

*Mr E Bezzina*
Director – Manufacturing and Services
Continental Shelf Directorate

The mission statement of the continental shelf department is to promote oil exploration activities in Malta and offshore Malta and to provide advice to government on continental shelf issues.

The responsibilities of the Continental Shelf Department mainly include the implementation and administration of the provisions of the Petroleum (Production) Act (Cap. 156), the Continental Shelf Act (Cap. 535), the Petroleum (Production) Regulations (S.L. 156.01) and EU Directive 94/22/EC on the conditions for granting and using authorisations for the prospection, exploration and production of hydrocarbons.

OIL EXPLORATION

During 2014, the Department monitored the acquisition of 1,715 km of 2D seismic survey in Blocks 1, 2 and 3 of Area 3 by Cairn Energy plc and the drilling of the Ħagar Qim 1 well by Genel Energy plc in Block 7 of Area 4. Prior to the drilling of the Ħagar Qim 1 well, the Department was also involved in the approval of all the related health, safety and environmental documentation.

In June 2014, the Department participated at the 76th European Association of Geoscientists & Engineers (EAGE) Annual Conference and Exhibition to promote Malta’s petroleum exploration opportunities. The exhibition was attended by over 7,000 participants from oil and gas companies, oil and gas service companies, geophysical companies and academia. During this conference, the Department signed an agreement with TGS, an independent geophysical company and leader in the geophysical sector, for reprocessing of existing geophysical multi-client data and for marketing and licensing the reprocessed data to oil and gas companies.

Discussions were also held with Cairn Energy plc on the terms of a Production Sharing Contract and with Ratio Oil Exploration Ltd on the terms of both an Exploration Study Agreement and a Production Sharing Contract.

Seismic Data

In 2014, the Department continued its discussions with geophysical companies that carry out both proprietary and multi client surveys, with the aim of gathering new geophysical data and reprocessing vintage data. Such data would enhance Malta's attractiveness in its promotional campaign with interested oil companies and may also attract new interest.

Legislation

The Department also completed the amendments to the continental shelf legislation to bring such legislation in line with UNCLOS. The new Continental Shelf Act (Cap. 535) was enacted during 2014 and replaced the Continental Shelf Act (Cap. 194). In addition, the Department also prepared the draft continental shelf regulations and these should be published by mid-2015. In 2014, all the preparatory work including the draft legislation for the transposition of Directive 2013/30/EU on the safety of offshore oil and gas operations (Offshore Safety Directive) was carried out. It is expected that this legislation will be in force by mid-2015.
**Database for Geological and Geophysical Oil Exploration Data**

During 2014, the Department continued with its initiative to convert data from oil exploration into digital format and to develop a geo-database for the storage of this information. This would allow oil companies interested in evaluating such information to have better access.

**Discussions with Neighbouring States**

The Department provided the necessary technical expertise to Government during discussions with neighbouring states concerning continental shelf issues.

**MARITIME GOVERNANCE**

The Department has acted as a focal point on the gathering of maritime information and also for consultations from various ministries in respect to Malta’s maritime zones.

**Participation in the EMODnet Project**

The overall objective of the EU Project – EMODnet is to assemble fragmented and inaccessible marine data into interoperable, contiguous and publicly available datasets for whole maritime basins. In 2014, the Continental Shelf Department continued with its work on this project which included the mapping of sea-bed substrate, sea-floor geology, geological events and minerals.

**Marine Scientific Surveys**

The Department is responsible for the permitting of marine scientific offshore research within Malta’s continental shelf region. A number of permits for marine scientific research were issued by the Department during the year. Such research is important for increasing knowledge of Malta’s continental shelf as it furnishes the department with a large volume of geo-scientific marine data.

**Consultations by other Government Entities**

The Continental Shelf Department has provided advice to Government entities on issues concerning maritime boundaries and on other technical aspects related to the Maritime Spatial Planning Directive and the Marine Strategy Framework Directive. The Department has provided technical support with regard to maritime boundaries and activities that have an effect on Malta’s sovereign rights.

**NATIONAL OIL AND GAS ENTITY**

The Department continued to assist Government in the formation of an entity responsible for the operational aspects of oil and gas exploration and exploitation.

**EDUCATION**

During 2014, discussions were held between the Department and the University of Malta to set up a Master’s degree programme in Petroleum Studies. This initiative would enable capacity building in the upstream oil and gas sector.

*Dr A Caruana*

*Director General*
Building Regulation Office

The Building Regulation Office during 2014 had to channel a lot of its resources towards the requirement of addressing a Reasoned Opinion which was served in Malta’s regard in connection with the EU’s Directive on the Energy Performance of Buildings as transposed in local legislation under Legal Notice 376/2012.

In this regard to follow closely what needed to be undertaken on the ground to mitigate and eventually halt this Reasoned Opinion which this Office managed to do so on the 10th July 2014, during this period the BRO was acting as an observer on behalf of the Concerted Action EPBD over the Build-up Skills project in Malta. In this capacity the BRO attended meetings of the project partners and activities organized by the same partners and then reported such progress to CA-EPBD. Reporting included information about progress and appraisal of the roadmap and status-quo report developed by Build-up Skills in Malta, and the beginning of the implementation of such roadmap.

**Concerted action EPBD**

- Was responsible for coordinating the development and co-authored the Maltese document forming part of Concerted Action III final publication;
- Participated in Concerted Action meetings abroad for the implementation of the EPBD in Member States;
- Collecting data and responding to questionnaires sent by the core theme leaders. This data included all aspects of the EPBD.

**Nearly Zero Energy Building Working Group**

- This committee, set up to develop a plan for achieving nZEB levels for all buildings by 2020 was chaired by the BRO and was attended by various entities from the Ministry for Energy and Health and the Building Regulation Board;
- Developed nearly-zero energy buildings plan to current document. This was achieved through consultation and data obtained from other governmental and non-governmental entities.

**Working group on updating of Minimum Requirements**

- Set up working group for updating of Minimum Requirements to reflect cost-optimal levels as required by the EPBD with representatives from the Building Regulation Office, the Building Regulation Board and the Ministry for Energy and Health.

**EU Pilot Action & ECOFYS Template**

- Collected and collated Data for the formulation of replies to EU Pilot action. The replies included most of the aspects forming part of the requirements of the EPBD;
- Responses to Pilot action were developed in conjunction with legal aid and EU Secretariat collaboration;
- Responded to questionnaires about the status of implementation of the EPBD. Data for such replies was collected both from within the BRO and from other government entities.
EPC Helpline for Assessors and General Public

- Responded to queries from assessors regarding calculation of energy ratings for the submission of energy performance certificates. Communication medium included telephone, e-mails and in person;
- Responded to queries from the general public about the energy performance certificates. These included issues as such legal obligations, general information and usage of such certificates;
- Periodically updated information available to assessors and the general public on the Building Regulation Office website.

Testing of ISBEMmt portal system

- Carried out certificate submission trials to test the environment of the IT web portal when this was launched by the IT contractor;
- Compiling documentation from the testing performed for quality assurance purposes. This was used for launching of the system;
- Troubleshooting issues on the live environment in conjunction with MITA and the IT contractor when the system was launched.

Cost-optimal Studies for dwellings and non-dwellings

- 2014 saw the completion of the Cost-optimality study for dwellings being carried out by the BRO contractor. Reviewed technical data submitted by contractor, requested amendments to parameters and variables, and reviewed final results;
- Finalized the cost-optimality studies for non-dwellings and the findings were submitted to the EU Commission for feedback;
- Analysed technical data from both cost-optimality studies to identify gaps between minimum requirements and cost-optimal levels as required by the EPBD and EU delegated regulation 244/12.

Core Theme 3, Low Energy and Recycled Building Products

- The BRO representatives during 2014 attended two meetings abroad to participate in discussions about the possibility of directives related to low embedded energy building products and products manufactured from recycled materials;
- Collected data and responded to information templates by the coordinators of core theme 3 regarding the local construction industry.

Control of Energy Performance Certificates for Quality Assurance

- During 2014, the BRO periodically retrieved a sample of EPCs and audited the data entered by the EPB assessors for quality assurance;
- EPCs lacking information or having low-quality were flagged. E-mails were sent to assessors outlining expected improvements in EPCs submitted in the future.

EPC Enforcement and Upgrade of EPC Portal

- During 2014 the BRO set up an Office at MEPA for the enforcement of EPCs and minimum requirements to be handled directly hands on;
- The BRO set up a database for all Planning applications submitted to MEPA from 2nd January 2009 to present. Data from submitted EPCs was entered enabling effective enforcement of EPC requirement seeing a surge in the regulations of EPCs;
• In 2014, the BRO undertook an upgrade to the EPC backend portal to enable collection of data in excel sheet to enable more effective enforcement;
• Developed template regarding energy performance minimum requirements to be used by MEPA and BRO staff to ensure that all new buildings are built according to minimum requirements.

Projects undertaken during 2014:

<table>
<thead>
<tr>
<th>Project</th>
<th>Key Tasks Carried Out</th>
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| EPC Portal [www.epc.gov.mt](http://www.epc.gov.mt) | ▪ Day-to-day monitoring of the Portal to ensure that it is functioning correctly;  
▪ Lodging of reports to MITA when fixes were required for the Portal;  
▪ Co-ordination with Alert to resolve portal bugs so as to ensure smooth EPC submittals;  
▪ Overseeing the process to migrate the EPC Portal from WebFramework1.0 to WebFramework2.0;  
▪ Co-ordination with the Office of the CIO MTI;  
▪ Day-to-day monitoring of EPCs lodged through the portal;  
▪ Regular updating of database of registered EPCs;  
▪ Provision of support to EPB assessors who are compiling new EPCs;  
▪ Dissemination of information to all registered assessors regarding best practices when compiling EPCs and submitting them via the portal;  
▪ Dissemination of the official list of EPRDM and SBEM assessors to those requesting it;  
▪ Replying to queries of the general public, notaries and Public Service officials regarding the EPC requirements. |

During 2014, the BRO worked on the implementation of the inspections of air-conditioning systems in buildings as required by Regulations 18 and 19 - LN 376/2012 (Articles 15 & 16 of the EPBD). Following discussions with the Building Regulation Board and consultations with engineers from the building services industry, the BRO finalised and published the ‘Guide for the Inspection of air-conditioning systems in Malta’ in June 2014 outlining the methodology to be followed for such inspections in Malta.

Following this, the BRO was responsible for organising the training course for engineers who showed interest in becoming registered air-conditioning system inspectors. The training course was delivered by engineers from the CIBSE (UK) in conjunction with the Chamber of Engineers. The AC inspectors who successfully passed the final assessment were consequently registered with the BRO and their contact details were published on the BRO website.

In order to launch these inspections, a Circular was issued by the BRO to ministries, departments and public sector entities informing the respective heads of their responsibility
to carry out inspections of heating and air-conditioning systems present in the buildings they currently occupy.

Throughout the year EU institutions and EU programmes (such as the Concerted Action project) requested feedback on the current status of the implementation of the Energy Performance of Buildings Directive (EPBD) in Malta. The requested information and data was provided whenever required. Research was also regularly undertaken on developments in relation to the EPBD and its implementation in other Member States. The Concerted Action platform and Intelligent Energy Europe (IEE) programmes provided such material for evaluation through their publications and projects.

During this year we also coordinated work with our IT contractor and MITA to integrate the EPCs being issued for non-dwelling buildings using the SBEM software to the existing online system for the uploading of EPCs for dwellings. Support was given to provide a smooth transition.

In 2014, a memorandum of understanding (MoU) between the BRO and MCCAA wherein the MCCAA has been delegated the responsibilities for the operation of an independent control system for EPCs was signed. Also following meetings with MCCAA officials, the existing MoU was revised to include, in particular, the verification of a statistically more significant sample of EPCs as requested by the EU Commission, the audit of inspection reports and a revision of payment rates to the MCCAA. This MoU now covers the years 2014 and 2015 respectively.

Work was also done to collect data on the contracts of sale so that the BRO can monitor and enforce the issue of EPCs in relation to the sale of buildings. Comprehensive data for years 2009 till 2014 has been collected through collaboration with the Inland Revenue Department.

During 2014, various works related to the Inspection of Heating and Air-Conditioning Systems were undertaken, namely:

- A presentation on the contents of the ‘Position Paper’ and ‘Guide for Inspections of Heating Systems in Malta’ was delivered to the Building Regulation Board;
- Drafted an Action Plan for the implementation of the Inspection of Heating Systems in Malta;
- Carried out a final review of the ‘Guide for Inspections of Heating Systems in Malta’ alongside various technical experts on the subject;
- Adopted a manual approach to the registration of inspection reports due to the expected low volume, resulting from the small amount of boilers in Malta, and due to the tight timeframes under the circumstances;
- Registered eleven Heating Systems Inspectors and launched the Inspection of Heating Systems on the BRO Website.

**Environmental Management of Construction Sites Regulations**

The BRO is also responsible for the monitoring and enforcement of the Environmental Management of Construction Sites Regulations (LN295/2007).

During 2014, some 1800 site inspections were carried out.

**Avoidance of damages to third party property regulations**

The BRO is responsible too for the monitoring and enforcement of Legal Notice 72/2013. During 2014 some 912 warning letters were sent to architects and site managers.
encouraging them to forward to this Office the necessary documentation required by the Legal Notice. About 500 new files were opened with the required documentation all relating to different construction sites.

Those who did not send the required documentation and commenced works during 2014 amounted to 151 and were served with Enforcement Letters including administrative fines. The amount of administrative fines paid totalled to 84.

*Mr MFerry*

*Head - BRO*