



NADUR LOCAL COUNCIL

**ADMINISTRATIVE
REPORT
2016**



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1. MAYOR'S REMARKS

The year 2016 was the first full year for this administration at Nadur Local Council. All the Local Councillors held onto their areas of responsibility, now also assisted with the new Executive Secretary who started her job at our Local Council at the very end of 2015.

The year started with a big focus on the Carnival preparations as it was held very early in the year, with the organised Carnival being held in January. This was a big challenge for the local council as it was the first Carnival being held following the inauguration of the new square. Hence, a lot of re-thinking had to be done on the way the organised and spontaneous Carnival will be run. A new structure was created which was very much welcomed by those who participated and attended for the Carnival. A public meeting was also held following this first Carnival for this administration and a number of suggestions were taken on board.

Besides the sub-committee for the Carnival, another sub-committee was formed to be responsible of the Mnarja events, whereby the Local Council organised the Wirja Agrarja, Children's Event, and for the first time the Giochi for youths. The Local Council also collaborated in a number of other events. The Council's collaboration was also significant in the Easter and Good Friday events in Nadur, including the Live Cenacle and the Museum Cenacle, as well as for the street and square decorations.

The Council also organised in collaboration with Delicata Winemakers the Wine Festival, and the change in dates proved to be successful. Also the council insisted on further assistance from Delicata and again this showed the family's willingness to have this Wine Festival a successful story. For the first time as well, the Council came up with a new event for Christmas time, this time based around a Santa's House. Thanks to the work of a number of youths, a Santa's Village was created in the square, both as an attraction but also to serve for photos with Santa during the event, which included as well a lot of entertainment. This was also a big success.

During 2016, a relationship with the village of Zafferana Etnea, in Sicily, started to develop, and in fact, following a visit by the Mayor and one of the councillors, a group from Nadur visited the whereabouts in October for their Ottobrata Feast. A group of artists from Zafferana were welcomed at Nadur for two times, first to meet several artists, and then to carry out an exhibition at the Nadur Local Council as part of the Council Day Events. This exhibition was probably the most attended in the last years, and opened by Hon. Stefan Buontempo. The President of Malta also visited this exhibition in her official visit in November.

The Council continued to consider the financial situation as a very important issue and in fact, the deficit continued to fall. A Committee for Finances was also created, chaired by one of the local councillors, to ensure that the management of the Council finances is appropriate. In 2016, a special attention was also given to a number of contracts, especially due to the fact



that now an e-tender system is being used. A committee chaired by the Vice-Mayor was also created for this purpose to evaluate the offers. During the year as well, all the documentation for the Master Plan of the main square, which includes spaces for tables and chairs were presented to the Planning Authority.

In 2016, amongst the number of initiatives taken by the council, especially to continue the restructuring of the administration and operations of the same council, one can mention the following:

- Appointment of Mr. Luke Galea as Ambassador for Youths following the recommendation of Ms. Brittany Attard.
- The resignation of the clerk and the starting of process to recruit a new clerk.
- Continuation of work by the sub-group for Charter 2018.
- Reconstruction of part of the road leading to San Blas Bay.
- Challenging the proposed development at Belveder Cocco Palmeri.
- End to the Open Skips and a new schedule for refuse collection.
- Maintaining a proper relationship with Cicciano.
- Work on the tree planters to be installed in the square.
- Awarded Mr. Charlton Debono with Gieh in-Nadur.
- Organised all annual activities and improved Halloween event.
- Several outings for the community.
- Several courses along the year.
- Contractual obligations.

Notwithstanding all the challenges, the Mayor has been trying to allow all local councillors to continue to work together, be active, be informed all the time, and take unanimous decisions as much as possible.

SIGNED

Edward Said
Mayor



2. COUNCILLORS' & AMBASSADOR FOR YOUTHS REMARKS

DR. RITA MIFSUD:

The primary objective of the Council during this second year of its term of office was undoubtedly to address the Council's deficit while at the same time maintaining its normal operations and committed contractual obligations. Despite these challenges the Council also strived to maintain and even exceed the standard of those activities which have become synonymous with our locality over the years, and was also successful in creating new initiatives for the benefit of our residents.

With respect to those areas falling under my responsibility namely Social Affairs, Community Services, Senior Citizens and Children, it is noted with great satisfaction that the Council has continued to provide invaluable services to its residents, ranging from activities geared towards children, youths and families with the creation of a number of new innovative activities such as the new Giochi games tournament in the Mnarja festivities, and the Santa Clause is Coming to Nadur Activity in the run up to Christmas which was attended by an overwhelming number of residents, to keeping our commitment to hold other traditional and yearly anticipated events and to provide our residents with those services which the Council has regularly provided. The Council has continued to invest its energy and resources in the Elderly Day Centre, where we have also experienced a successful transition in the co-ordinator of the Centre, and in other educational initiatives geared towards our locality's children where we have also during the last year paid tribute to the librarian for the outstanding records achieved by our locality's library in an activity organised by the Council for Year 3 students.

This year it has also been my great honour and pleasure to contribute in other aspects of the Council's operations through my appointment as Chairperson of the Council's Financial Committee. This Committee, composed of a Chairperson, two members, the Executive Secretary and the Council's accountant was set up in order to focus on the Council's financial situation. Through this Committee the members are being given the opportunity to discuss and focus in greater detail on the relevant financial aspects of the Council and any expenditure which merits further analysis and discussion and to provide the necessary feedback to the Council on such financial aspects.

**DR. JOSIANNE CUTAJAR:**

During this legislature I have been assigned the competencies of assisting in the tapping of EU funds and Central Government schemes as well as in the relationship with parastatal entities. Apart from aiding in the respective assigned responsibilities, as councillors we also contribute our ideas to the various aspects which fall under the Council's responsibilities. A Financial Committee, of which I am a member and in favour of which I have campaigned a lot, has also been set up. This Committee is an important instrument provided by the law which helps the Council to address its accumulated deficit. It is our responsibility as elected representatives to see to it that the financial situation of our Council is strengthened and to prioritise and oversee the spending in the best interest of the community. This exercise eventually benefits the residents who are also experiencing new activities in addition to enjoying various activities throughout the year which are synonymous with the calendar of our village. A heartfelt appreciation also goes to all the volunteers and sub-committee members who assist the Council during its activities as well as to the various groups who collaborate together with the Council in various activities and who are sometimes the masterminds behind successful initiatives."

BRITTANY ATTARD:

When I was chosen as the Ambassador for Youths in September 2015, I had no idea about the way a Local Council functions and how it is administered, and not even of what it entails. I was impressed from the very first meeting about the considerate and wise decisions being taken, as well as the detailed and comprehensive process that exists behind every issue, problem or event that is organised.

Hence, one of the main takeaways from my experience as Ambassador for Youths in the past year was that nothing is carried out automatically or without appropriate thinking and discussion. Nowadays I understand better that issues are not solved by a click of a button but the Council really needs to work hard to achieve the expected results.

I had also the opportunity to get to know the Local Councillors and the way they relate together as a team. I am pleased to say that the Local Councillors elected in this legislature are all persons who clearly know what they are doing, what they really want to achieve, but most of all love the village of Nadur and its residents. I managed to note this through the ideas they put forward, the different opinions they express freely during discussions, as well as the different initiatives they are willing to take. It is obvious and natural that they might not always agree on every aspect, but every conflict was dealt with in a civil and calm manner, and they always tried to reach a compromise.

Besides all this, throughout my experience in this role, the Local Council truly gave me a wonderful opportunity to involve myself in all activities and be as active as I wanted to be. I never imagined myself being an important part of the group that organises the official inauguration of the square,



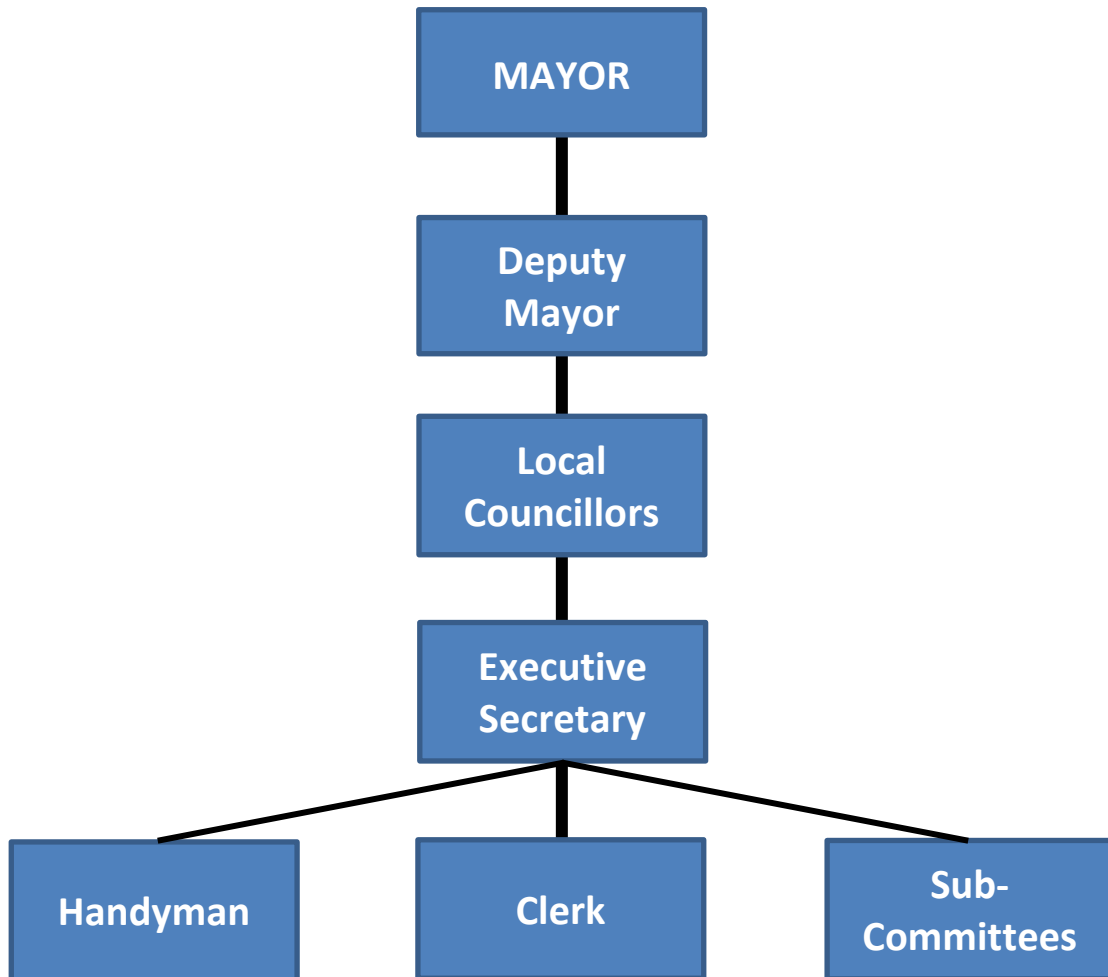
concerts, marathon, Carnival, children's' events, and many other. This Local Council also allowed me to get international exposure by attending at the Charter of European Rural Communities in Slovakia, as well as part of the delegation who attended in Zafferana – Sicily. Undoubtedly these were all wonderful experiences which instilled in me more confidence and self-esteem, as well as provided me with the opportunity to meet new people.

Therefore, I will forever be grateful to this Local Council for giving me this opportunity, of the way I was welcomed and felt part of the team, and ultimately of the many things I was taught. It was an experience that I will surely never forget.



3. ORGANISATIONAL STRUCTURE

The Nadur Local Council was structured in this manner:





4. PARTICIPATION

01-01-2016 to 31/12/2016		
Role	Name	Council Meetings Attendance
MAYOR	Edward Said	100%
DEPUTY MAYOR	Eucharist Camilleri	93.75%
COUNCILLOR	Dr. Rita Mifsud	93.75%
COUNCILLOR	Dr. Josianne Cutajar	68.75%
COUNCILLOR	Michael Camilleri	87.50%
EXECUTIVE SECRETARY	Sue-Ellen Bugeja	100%
AMBASSADOR FOR YOUTHS	Brittany Attard	68.75%



5. FINANCIAL REVIEW

During financial year 2016, the Nadur Local Council received a total of €434,414 from the Central Government in terms of annual allocation. The Council also managed to raise and collect an additional €105,673 from other sources. Hence, the total income for year 2016 amounted to €540,087. It is important to note that included in income there is a proportionate amount of funds, which were received over the years from co-financing and EU funds for the implementation of specific capital projects, and which were transferred to profit and loss account to match the depreciation charge of these capital projects.

The financial records of the Local Council show €162,809 as depreciation costs for the year 2016 (Year 2015 - €125,095), which depreciation cost allocates the value of fixed assets held by the Local Council to profit and loss account over the estimated life span of the assets in question. The expenditure for 2016 excluding depreciation cost was approximately 3% less than that budgeted for 2016, but around 2% more than the actual expenditure for that in year 2015. Such increase between 2015 and 2016 actual expenditure arose mainly due to the increase in salaries resulting primarily from the appointment of a full-time executive secretary as from December 2015. In fact, during 2015, the Nadur Local Council was administered by an agent executive secretary.

In aggregate, when looking at the surplus before depreciation allowance in 4.1 below, it can be noted that the Nadur Local Council ended up with a net increase in surplus of Euro 38,810 when compared to year 2015. Such financial improvement was achieved due to:

- (i) Greater awareness of the recurring expenditure required for the efficient operation of the Local Council;
- (ii) Several cost-cutting exercises whereby items and/or activities not contributing sufficient value added were either totally eliminated or revised; and
- (iii) The adoption of a policy by the Local Council not to undertake capital expenditure unless the necessary finance for such expenditure has been secured from alternative sources.

Thus, in 2016, in view of the improvement in its financial situation, the Nadur Local Council managed to continue to address its deficit position and in this way becoming more efficient, effective and sustainable.



6. INCOME AND EXPENDITURE VARIATIONS

4.1 Consolidated Income and Expenditure Variations Schedule

DESCRIPTION	2016 ACTUAL Euro	2016 BUDGET Euro	2015 ACTUAL Euro	2016 BUDGET VAR Euro	2015-2016 ACTUAL VAR Euro
Income					
Government	509,484	520,644	463,346	(11,160)	46,138
Other Income	30,567	29,242	31,187	1,325	(620)
Investment	36	55	52	(19)	(16)
TOTAL	540,087	549,941	494,585	(9,854)	45,502
Expenditure					
Personal Emoluments	77,677	74,370	61,045	3,307	16,632
Operations & Maintenance	211,040	204,180	205,370	6,860	5,670
Administration & Finance	116,936	138,641	132,546	(21,705)	(15,610)
TOTAL	405,653	417,191	398,961	(11,538)	6,692
Surplus) Before Depreciation Allowance	134,434	132,750	95,624	1,684	38,810
Depreciation	162,809		125,095	162,809	37,714
Capital Expenditure	8,154		353,929	8,154	(345,775)



6.2 Detailed Income Variations Schedule

DESCRIPTION	2016 ACTUAL Euro	2016 BUDGET Euro	2015 ACTUAL Euro	2016 BUDGET VAR Euro	2015-2016 ACTUAL VAR Euro
Income					
<i>Government:</i>					
Government Annual Allocation	434,414	425,000	420,845	9,414	13,569
Other Government Income	75,070	95,644	42,501	(20,574)	32,569
	509,484	520,644	463,346	(11,160)	46,138
<i>General Income:</i>					
Community Services	1,819	14,025	13,887	(12,206)	(12,068)
Contravention of bye-laws	1,739	10,687	3,401	(8,948)	(1,662)
Contributions and donations	25,016	2,677	12,894	22,339	12,122
General	1,993	1,853	1,005	140	988
	30,567	29,242	31,187	1,325	(620)
<i>Investment:</i>					
Bank interest	36	55	52	(19)	(16)
	36	55	52	(19)	(16)
TOTAL	540,087	549,941	494,585	(9,854)	45,502



6.3 Detailed Expenditure Variations Schedule

DESCRIPTION	2016 ACTUAL Euro	2016 BUDGET Euro	2015 ACTUAL Euro	2016 BUDGET VAR Euro	2015-2016 ACTUAL VAR Euro
Expenditure					
<i>Personal Emoluments:</i>					
Mayor & Councillors Allowance	13,829	13,500	13,249	329	580
Employees' Salaries	58,983	56,146	44,647	2,837	14,336
Social Security Contributions	4,865	4,724	3,149	141	1,716
	77,677	74,370	61,045	3,307	16,632
<i>Operations and maintenance:</i>					
Repair & Upkeep	17,933	32,903	35,596	(14,970)	(17,663)
Contractual services	193,107	171,277	169,774	21,830	23,333
	211,040	204,180	205,370	6,860	5,670
<i>Administration & Finance:</i>					
Utilities	15,738	21,484	11,766	(5,746)	3,972
Materials and supplies	6,437	4,854	4,806	1,583	1,631
Rent	2,547	2,904	2,904	(357)	(357)
International memberships	2,319	970	970	1,349	1,349
Office services	8,736	5,284	5,237	3,452	3,499
Transport	4,571	5,688	5,778	(1,117)	(1,207)
Travel	7,443	3,877	3,692	3,566	3,751
Information services	8,248	17,782	19,056	(9,534)	(10,808)
Professional services	29,961	39,669	39,272	(9,708)	(9,311)
Community and hospitality	28,003	36,129	36,519	(8,126)	(8,516)
Finance Costs	2,933		2,546	2,933	387
	116,936	138,641	132,546	(21,705)	(15,610)
TOTAL	405,653	417,191	398,961	(11,538)	6,692



7. BANK RECONCILIATION STATEMENT

	BOV A/c – Measure 313	BOV A/c – Measure 413	BOV Savings A/c	APS Savings A/c
Balance as per Bank Statement as at 31/12/2016	517.62	4.88	40,746.04	278.72
Adjustments	0.00	0.00	0.00	0.00
Bank Book Balance as per Financial Records as at 31/12/2016	517.62	4.88	40,746.04	278.72

	BOV Current A/c
Balance as per Bank Statement as at 31/12/2016	741.77
Unpresented Cheques as at 31/12/2016	(32,862.57)
Bank Book Balance as per Financial Records as at 31/12/2016	(32,120.80)

	APS Loan A/c
Balance as per Bank Statement as at 31/12/2016	(51,865.15)
Adjustments	0.00
Bank Book Balance as per Financial Records as at 31/12/2016	(51,865.15)