



Year

Hal Balzan Local Council

**Business Plan
for the
Period
2019 - 2021**

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Overview and Summary

The Hal Balzan Local Council is presenting the Business Plan for the period 2019 – 2021.

The Hal Balzan Local Council is expecting to make a surplus of €2,194 in 2019, €6,866 in 2020 and €5,842 in 2021.

Total Income is expected to €347,752 in 2019, €367,640 in 2020 and €386,023 in 2021. This Income comes mainly from the Annual Allocation received from the Government.

Total Expenditure is projected to amount to circa €345,558 in 2019, €360,774 in 2020 and €380,181 in 2020. These include:

Personal Emoluments of circa €88,703 in 2019, €91,173 in 2020 and €93,715 in 2021.

Operations and Maintenance of circa €180,897 in 2019, €189,943 in 2020 and €199,443 in 2021.

Administration of circa €40,630 in 2019, €42,664 in 2020 and €44,797 in 2021 and

Other Expenditure of circa €35,328 in 2019, €36,994 in 2020 and €42,226 in 2021. This being the budgeted depreciation.

Road Maintenance Works

Our Works Unit which is made up of one (1) person from CWSEF and two (2) persons from RSS Ltd, is carrying out minor infrastructural works and works of an urgent nature around the locality. They give also a helping hand to our handyman who is engaged on a contract with the Council on a 30hr weekly. The team is a great asset to the council because action can be taken and problems solved without undue delay.

On a regular basis, the above mentioned workers carry out patching works of an urgent nature so as to prevent damage to vehicles or an accident. They also refresh all faded roadmarkings in the locality, repair pavements and traffic signs when needed.

Old Railway Road need to be re-constructed as the state has deteriorated considerably over the past years. Re-construction works are expected to commence in 2019 by Infrastructure Malta.

The state of some roads, will in the very near future entail their being taken up. The Council does not have the necessary funds to re-instate roads through its budget. However, the Council will do its utmost to repair any urgent areas. The streets that need to be re-surfaced are listed below:

Idmejda Street, Balaguer Street, Dr J. Zammit Street, Dun Gwann Zammit Hammet Street, Gulju Cauchi Street, Guzeppi Frendo Street, Gherusija Street, Kannizzata Street, Karenza Street, Main Street (the part between Balzan Valley and Pjazza Bertu Fenech), Paguni Street, Patri Guze Delia Street, Qarcilla Street, Sigismondo Dimech Street and Sir Antonio Micallef Street.

This Business Plan has been approved by the Council.

SIGNED

Not. Ian Spiteri
Mayor

SIGNED

Doriette Farrugia
Executive Secretary

Statement of Income and Expenditure**DESCRIPTION**

A	B	C	D (A+B+C)
BUDGET	BUDGET	BUDGET	BUDGET
Jan-Dec	Jan-Dec	Jan-Dec	Period
2019	2020	2021	2019-2021
€	€	€	€

Income

Funds received from Central Government (1)	328,202	347,112	364,468	1,039,782
Income raised from Bye-Laws (2)	17,500	18,375	19,294	55,169
Income raised from LES (3)	2,000	2,100	2,205	6,305
Investment Income (4)	-	-	-	-
Other Income (5)	50	53	56	159
TOTAL	347,752	367,640	386,023	1,101,415

Expenditure

Personal Emoluments (6)	88,703	91,173	93,715	273,591
Operations and Maintenance (7)	180,897	189,943	199,443	570,283
Administration (8)	40,630	42,664	44,797	128,091
Finance Cost (9)	-	-	-	-
Other Expenditure (10)	35,328	36,994	42,226	114,548
TOTAL	345,558	360,774	380,181	1,086,513

Surplus / Deficit

2,194	6,866	5,842	14,902
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Statement of Financial Position

DESCRIPTION	A	B	C	D (A+B+C)
	BUDGET	BUDGET	BUDGET	BUDGET
	Jan-Dec	Jan-Dec	Jan-Dec	Period
	2019	2020	2021	2019-2021
	€	€	€	€
Non-current Assets				
Property, Plant and Equipment (16)	197,440	172,446	181,220	551,106
Current Assets				
Inventories (11)	-	-	-	-
Receivables (12)	5,342	5,842	4,342	15,526
Cash and Cash Equivalents (13)	356,734	372,194	375,762	1,104,690
Total Current Assets	362,076	378,036	380,104	1,120,216
Current Liabilities (14)				
Payables	54,400	68,500	73,500	196,400
Total Current Liabilities	54,400	68,500	73,500	196,400
Net Current Assets	307,676	309,536	306,604	923,816
Non-current liabilities (15)				
	31,374	1,374	1,374	34,122
Net Assets	473,742	480,608	486,450	1,440,800
Reserves				
Retained Funds	473,742	480,608	486,450	1,440,800

Financial Situation Indicator

DESCRIPTION	A	B	C	D (A+B+C)
	BUDGET	BUDGET	BUDGET	BUDGET
	Jan-Dec	Jan-Dec	Jan-Dec	Period
	2019	2020	2021	2019-2021
	€	€	€	€
Current Assets	362,076	378,036	380,104	1,120,216
Current Liabilities	54,400	68,500	73,500	196,400
Working Capital	307,676	309,536	306,604	923,816
Government Allocation	304,802	320,042	336,044	960,888
FSI	101 %	97 %	91 %	96 %

Cash Budget

DESCRIPTION	A	B	C	D (A+B+C)
	BUDGET	BUDGET	BUDGET	BUDGET
	Jan-Dec	Jan-Dec	Jan-Dec	Period
	2019	2020	2021	2019-2021
	€	€	€	€
Cash Inflows				
Government cash inflows	303,686	318,870	334,814	957,370
Cash flows from Bye-Laws & L.N fees	-	-	-	-
Local Enforcement cash flows	2,194	2,304	2,419	6,917
Finance cash flows				
Loan Proceeds	-	-	-	-
Investment income	-	-	-	-
	-	-	-	-
Capital cash flow				
Proceeds from disposal of assets	-	-	-	-
Cash received from EU funds	-	-	-	-
Cash received from Twinning	-	-	-	-
Cash from Community Services	2,500	2,625	2,756	7,881
Other Cash Inflows	15,475	16,349	18,561	50,385
TOTAL Inflows	323,855	340,148	358,550	1,022,553
Cash Outflows				
Personal Emoluments	88,180	90,825	93,550	272,555
Operations & Maintenance	165,954	164,698	171,158	501,810
Administration	34,717	36,453	38,276	109,446
Finance	-	-	-	-
Capital				
Acquisition of property				-
Construction			15,000	15,000
Improvements		20,000	30,000	50,000
Special programmes				-
Other equipment	8,000	7,000	1,000	16,000
	8,000	27,000	46,000	81,000
Cash outflows re EU projects	-	-	-	-
Cash outflows re Twinning	-	-	-	-
Cash outflows re Community Services	5,440	5,712	5,998	17,150
	-	-	-	-
	5,440	5,712	5,998	17,150
TOTAL Outflows	302,291	324,688	354,982	981,961
SURPLUS / (DEFICIT)	21,564	15,460	3,568	40,592
Brought forward (Bank /Cash Bal.)	335,170	356,734	372,194	335,170
Carry forward	356,734	372,194	375,762	375,762

Detailed Estimates of Income

DESCRIPTION	A	B	C	D (A+B+C)
	BUDGET	BUDGET	BUDGET	BUDGET
	Jan-Dec	Jan-Dec	Jan-Dec	Period
	2019	2020	2021	2019-2021
	€	€	€	€
Income				
1 Funds received form Central Government:				
0001 In terms of section 55 CAP 363	304,802	320,042	336,044	960,888
0002-0004 In terms of section 58 CAP 363	-	-	-	-
0005-0019 Other Income	23,400	27,070	28,424	78,894
	328,202	347,112	364,468	1,039,782
2 Bye-Laws & Legal Fees				
0021-0025 Community Services	2,500	2,625	2,756	7,881
0026-0035 Income from Permits	15,000	15,750	16,538	47,288
	17,500	18,375	19,294	55,169
3 Local Enforcement Income				
0037 Commission from Regional Committees	2,000	2,100	2,205	6,305
0038-0055 Contraventions	-	-	-	-
	2,000	2,100	2,205	6,305
4 Investment Income				
0091-0095 Bank interest	-	-	-	-
0096-0099 Income received from Government Securities	-	-	-	-
	-	-	-	-
5 General Income				
0056-0065 Sponsorships	-	-	-	-
0066-0069 Documents & Information	-	-	-	-
0070-0075 EU Funds	-	-	-	-
0076-0080 Twinning	-	-	-	-
0081-0089 Insurance Claims	-	-	-	-
0100-0109 Donations	-	-	-	-
0110-0119 Contributions	-	-	-	-
0120-0129 General Income	50	53	56	159
	50	53	56	159
Total	347,752	367,640	386,023	1,101,415

Detailed Estimates of Expenditure

DESCRIPTION	A	B	C	D (A+B+C)
	BUDGET	BUDGET	BUDGET	BUDGET
	Jan-Dec	Jan-Dec	Jan-Dec	Period
	2019	2020	2021	2019-2021
	€	€	€	€
6 Personal Emoluments				
1100 Mayor's Allowance	7,464	7,688	7,919	23,071
1200 Employees' Salaries & Wages	61,398	63,240	65,137	189,775
1300 Bonuses	6,388	6,580	6,777	19,745
1400 Income Supplements	727	749	771	2,247
1500 Social Security Contributions	5,826	6,001	6,181	18,008
1600 Allowances	6,400	6,400	6,400	19,200
1700 Overtime	500	515	530	1,545
	88,703	91,173	93,715	273,591
7 Operations and Maintenance				
2100-2149 Public Utilities	4,050	4,253	4,466	12,769
2200-2259 Public Materials & Supplies	900	945	992	2,837
2300-2399 Repairs & Upkeep	14,900	15,645	16,427	46,972
2400-2449 Rent	-	-	-	-
3010 Street Lighting	3,000	3,150	3,308	9,458
3020 Lease of Equipment	6,000	6,300	6,615	18,915
3030 Insurance	1,400	1,470	1,544	4,414
3035 Bank Charges	200	210	221	631
3038 Penalties	-	-	-	-
3040 Waste Disposal	21,470	22,544	23,671	67,685
3041 Refuse Collection	56,000	58,800	61,740	176,540
3042 Bulky Refuse Collection	7,162	7,520	7,896	22,578
3043 Bins on wheels	-	-	-	-
3045 Bring in sites	-	-	-	-
3051 Road & Street Cleaning	33,578	35,257	37,020	105,855
3052 Cleaning & Maintenance of Non-Urban Areas	-	-	-	-
3053 Cleaning of Public Conveniences	3,800	3,990	4,190	11,980
3055 Cleaning of Council Premises	500	525	551	1,576
3060 Cleaning & Maintenance of Parks & Gardens	3,027	3,178	3,337	9,542
3061 Cleaning & Maintenance of Soft Areas	-	-	-	-
3062 Cleaning & Maintenance of Beaches & CA	-	-	-	-
3063 Cleaning & Maintenance of Country Non-Urban	-	-	-	-
3064 Other Contractual Services	13,900	14,595	15,325	43,820
3070-3090 Consultation Fees	-	-	-	-
3100-3139 Contract & Project Management	-	-	-	-
3300-3379 Hospitality	5,500	5,775	6,064	17,339
3380-3389 Community	5,440	5,712	5,998	17,150
3600-3694 Local Enforcement Expenses	70	74	78	222
3700-3799 EU Projects	-	-	-	-
3800-3899 Twinning	-	-	-	-
	180,897	189,943	199,443	570,283

Detailed Estimates of Expenditure (Continued)

DESCRIPTION	A	B	C	D (A+B+C)
	BUDGET	BUDGET	BUDGET	BUDGET
	Jan-Dec	Jan-Dec	Jan-Dec	Period
	2019	2020	2021	2019-2021
	€	€	€	€
8 Administration & Other Expenditure				
2150-2199 Office Utilities	2,600	2,730	2,867	8,197
2260-2299 Office Materials & Supplies	-	-	-	-
2450-2499 Office Rent	10,250	10,763	11,301	32,314
2500-2599 National & International Memberships	500	525	551	1,576
2600-2699 Office Services	3,050	3,203	3,363	9,616
2700-2799 Transport	700	735	772	2,207
2800-2899 Travel	-	-	-	-
2900-2999 Information Services	1,900	1,995	2,095	5,990
3050 Office Cleaning	-	-	-	-
3140-3199 Professional Services	20,250	21,263	22,326	63,839
3200-3299 Training	500	525	551	1,576
3345 Office Hospitality	630	662	695	1,987
3400-3499 Incidental Expenses	250	263	276	789
	-	-	-	-
	40,630	42,664	44,797	128,091
9 Finance Costs				
3036 Interest on Bank Loan	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
10 Other Expenditure				
3500-3599 Loss / (Profit) on Disposal of assets	-	-	-	-
3695 Increase/(Decrease) in allowance for bad debts	-	-	-	-
8000-8099 Depreciation (charge for the year)	35,328	36,994	42,226	114,548
	35,328	36,994	42,226	114,548
Total	345,558	360,774	380,181	1,086,513

Detailed Estimates of Statement of Financial Position

DESCRIPTION	A	B	C	D (A+B+C)
	BUDGET	BUDGET	BUDGET	BUDGET
	Jan-Dec	Jan-Dec	Jan-Dec	Period
	2019	2020	2021	2019-2021
	€	€	€	€
11 Inventory				
5201-5249 Stationery	-	-	-	-
5250-5299 Consumables	-	-	-	-
	-	-	-	-
	-	-	-	-
12 Receivables				
0201-0209 Receivables	2,000	3,000	1,500	6,500
0210-0219 LES Receivables	-	-	-	-
0220-0229 Receivables from EU	-	-	-	-
0250 Prepayments & Accrued income	2,500	2,000	2,000	6,500
Deposits	842	842	842	2,526
	5,342	5,842	4,342	15,526
13 Cash & Equivalents				
5001-5099 Bank & Cash Balances	356,734	372,194	375,762	1,104,690
	356,734	372,194	375,762	1,104,690
14 Payables				
4000 Payables	20,000	35,000	40,000	95,000
4100 Accruals	17,500	17,000	17,000	51,500
4150 Deferred Income	1,000	-	-	1,000
Short-term Borrowings	-	-	-	-
Retention money held	15,900	16,500	16,500	48,900
	54,400	68,500	73,500	196,400
15 Non Current Liabilities				
4200 Long Term Borrowings	-	-	-	-
Deferred Income	31,374	1,374	1,374	34,122
	-	-	-	-
	31,374	1,374	1,374	34,122

16 Depreciation of Property, Plant and Equipment

Asset		Office furniture & Fittings	Computer Equipment	Office Equipment	Urban Improvements	New Street Signs	Construction Works	Special Programmes	Plant and Machinery	Assets in the Course of Construction	Total
% of depreciation		8%	25%	20%	10%	100%	10%	10-100%	20%	0%	
Cost		€	€	€	€	€	€	€	€	€	€
As at 01 January	2019	27,031	6,679	15,374	697,789	10,170	699,304	254,130	1,944	-	1,712,421
Additions		3,000	-	4,000	-	-	-	-	1,000	-	8,000
Disposals		-	-	-	-	-	-	-	-	-	-
As at 31 December	2019	30,031	6,679	19,374	697,789	10,170	699,304	254,130	2,944	-	1,720,421
Grants/ other reimbursements											
As at 01 January	2019	-	-	4,369	339,062	-	-	143,182	-	-	486,613
Additions		-	-	-	-	-	-	-	-	-	-
Transfers		-	-	-	-	-	-	-	-	-	-
As at 31 December	2019	-	-	4,369	339,062	-	-	143,182	-	-	486,613
Accumulated Depreciation											
As at 01 January	2019	8,386	2,980	9,393	245,859	10,170	611,360	110,948	1,944	-	1,001,040
Charge for the year		1,613	718	1,315	17,671	-	13,629	-	382	-	35,328
Released on disposal		-	-	-	-	-	-	-	-	-	-
As at 31 December	2019	9,999	3,698	10,708	263,530	10,170	624,989	110,948	2,326	-	1,036,368
Budgeted NBV 31 Dec	2018	18,645	3,699	1,612	112,868	-	87,944	-	-	-	224,768
Budgeted NBV 31 Dec	2019	20,032	2,981	4,297	95,197	-	74,315	-	618	-	197,440

16 Depreciation of Property, Plant and Equipment

Asset		Office furniture & Fittings	Computer Equipment	Office Equipment	Urban Improvements	New Street Signs	Construction Works	Special Programmes	Plant and Machinery	Assets in the Course of Construction	Total
% of depreciation		8%	25%	20%	10%	100%	10%	10-100%	20%	0%	
Cost		€	€	€	€	€	€	€	€	€	€
As at 01 January	2020	30,031	6,679	19,374	697,789	10,170	699,304	254,130	2,944	-	1,720,421
Additions		1,000	1,000	5,000	35,000	-	-	-	-	-	42,000
Disposals		-	-	-	-	-	-	-	-	-	-
As at 31 December	2020	31,031	7,679	24,374	732,789	10,170	699,304	254,130	2,944	-	1,762,421
Grants/ other reimbursements											
As at 01 January	2020	-	-	4,369	339,062	-	-	143,182	-	-	486,613
Additions		-	-	-	30,000	-	-	-	-	-	30,000
Transfers		-	-	-	-	-	-	-	-	-	-
As at 31 December	2020	-	-	4,369	369,062	-	-	143,182	-	-	516,613
Accumulated Depreciation											
As at 01 January	2020	9,999	3,698	10,708	263,530	10,170	624,989	110,948	2,326	-	1,036,368
Charge for the year		1,693	968	2,315	18,171	-	13,629	-	218	-	36,994
Released on disposal		-	-	-	-	-	-	-	-	-	-
As at 31 December	2020	11,692	4,666	13,023	281,701	10,170	638,618	110,948	2,544	-	1,073,362
Budgeted NBV 31 Dec	2019	20,032	2,981	4,297	95,197	-	74,315	-	618	-	197,440
Budgeted NBV 31 Dec	2020	19,339	3,013	6,982	82,026	-	60,686	-	400	-	172,446

16 Depreciation of Property, Plant and Equipment

Asset		Office furniture & Fittings	Computer Equipment	Office Equipment	Urban Improvements	New Street Signs	Construction Works	Special Programmes	Plant and Machinery	Assets in the Course of Construcion	Total
% of depreciation		8%	25%	20%	10%	100%	10%	10-100%	20%	0%	
Cost		€	€	€	€	€	€	€	€	€	€
As at 01 January	2021	31,031	7,679	24,374	732,789	10,170	699,304	254,130	2,944	-	1,762,421
Additions		-	1,000	-	20,000	-	30,000	-	-	-	51,000
Disposals		-	-	-	-	-	-	-	-	-	-
As at 31 December	2021	31,031	8,679	24,374	752,789	10,170	729,304	254,130	2,944	-	1,813,421
Grants/ other reimbursements											
As at 01 January	2021	-	-	4,369	369,062	-	-	143,182	-	-	516,613
Additions		-	-	-	-	-	-	-	-	-	-
Transfers		-	-	-	-	-	-	-	-	-	-
As at 31 December	2021	-	-	4,369	369,062	-	-	143,182	-	-	516,613
Accumulated Depreciation											
As at 01 January	2021	11,692	4,666	13,023	281,701	10,170	638,618	110,948	2,544	-	1,073,362
Charge for the year		1,693	1,218	2,315	20,171	-	16,629	-	200	-	42,226
Released on disposal		-	-	-	-	-	-	-	-	-	-
As at 31 December	2021	13,385	5,884	15,338	301,872	10,170	655,247	110,948	2,744	-	1,115,588
Budgeted NBV 31 Dec	2020	19,339	3,013	6,982	82,026	-	60,686	-	400	-	172,446
Budgeted NBV 31 Dec	2021	17,646	2,795	4,667	81,855	-	74,057	-	200	-	181,220