

Bormla Local Council

Performance Report January to September 2014

PRIVATE AND CONFIDENTIAL

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Prepared by: Bormla Local Council

INCOME STATEMENT for the period ended 30th September 2014

	€	€
SALES		
Annual Govt. Income	311,262	
Other Govt. Income	9,885	
Community Services	242	
Permits	3,317	
Contraventions	454	
Sentenced Cases	(817)	
Tender Document fees	230	
Bank Interest Receivable	125	
Contributions	(2,636)	
Adverts - Council Magazine	150	
		322,212
OTHER INCOME		
LES Commission - Regions	3,270	
Receivables - W&E Bills-Grounds P. Delce	(314)	
		2,957
GROSS PROFIT / (LOSS)		325,169
EXPENSES		
Total Admin Expenses		(301,404)
NET PROFIT / (LOSS)		23,765

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ADMINISTRATIVE EXPENSES for the period ended 30th September 2014

	€	€
EXPENSES		
Mayor's allowance	7,541	
Employees' Salaries/Wages	56,246	
Arrears - Employees	56	
Bonuses	5,645	
Social Security Cont.	4,381	
Allowances	4,354	
Overtime	1,716	
Electricity	7,702	
Water	302	
Comm.-Equipment Rental	881	
Comm.-Telephone Charges	1,237	
Operating Materials & Sup	2,878	
Cleaning Materials & Supp	287	
Uniforms	(106)	
Signs	1,698	
Road Markings	636	
Office Furniture & Equip.	605	
Other Repairs & Upkeep	474	
Patching	257	
Rent	1,768	
Participation fee-Int.Mtg	672	
Participation fee-Nat.Mtg	174	
Stationery	482	
Photocopier Paper	136	
Photocopier Service Agreement	776	
Postage	180	
Maintenance of Vehicles	412	
Hire of self drive cars	1,160	
Fuel	810	
Payt-use Personal Vehicle	7	
Transport Malta/Gozo	94	
Overseas Ticket	1,132	
Overseas - Subsistance & acco	2,201	
Advertising	221	
Newspapers	1,147	
Newsletters	1,470	
Internet Services - E-Government	120	
Internet Services	346	
Librarian Fees	2,198	
Library Books	431	
Insurance Coverage	865	
Local Enforcement Bank Charges	2	
Bank Charges	220	
Refuse Collection	56,911	
Bulky Refuse Collection	5,966	
Tipping Fees	24,754	
Cleaning Services	35	
Road & Street Cleaning	25,286	
Clean-Public Conveniences	1,126	
Cleaning-Council Premises	3,544	
Clean.& Maint. - Soft Areas	19,119	
Street Lighting - Maintenance	4,108	
IT Development Services	1,418	

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ADMINISTRATIVE EXPENSES for the period ended 30th September 2014

	€	€
Town Planning Consultancy	32	
Legal services	1,420	
Court Fees	2,834	
Accountancy Services	3,209	
Course subsidies - Employee	150	
Course subsidies -Local Residents	540	
Other Hospitality Costs	1,195	
Jum il Kunsill Activity	(50)	
Cultural Events	112	
Xmas Activities	1,166	
Donations	1,521	
Other Expenses	1,286	
Reimbursements to Coucillors & Staff	139	
Sundry Minor Expenses	554	
Provision for Doubtful Debts	(817)	
Summons Expenses	61	
Dep. Expense-Construction	25,139	
Dep.Exp.-Office Furniture	1,728	
Dep.Exp-Urban Improvement	3,079	
Dep.Exp.-Office Equipment	781	
Dep.Exp-Plant & Machinery	236	
Dep.Exp. - Motor Vehicles	278	
Dep.Exp.- Computer Equipment	732	
Total Expenses		301,404

Prepared by: Bormla Local Council
BALANCE SHEET as at 30th September 2014

	€	€
<u>ASSETS</u>		
<u>Non-current Assets</u>		
<u>Fixed Assets</u>		
Construction	798,600	
Office Furniture/Fittings	60,701	
New Street Signs	21,693	
Urban Improvements	199,049	
Trees	13,609	
Office Equipment	32,310	
Computer Equipment	882	
IT Developments Costs	510	
Plant and Machinery	5,959	
Motor Vehicles	8,269	
Assets Still Under Construction	1,681	
Accum. Dep.- Construction	(377,924)	
Acc.Dep.-Office Furniture	(31,769)	
Accum.Dep.-Street Paving	(21,693)	
Acc.Dep-Urban Improvement	(161,216)	
Acc.Dep.-Office Equipment	(20,402)	
Acc.Dep-Plant & Machinery	(4,686)	
Accum.Dep.-Motor Vehicles	(6,787)	
Accum.Dep.- Computer Equipment	(1,786)	
Accum Dep.- IT Development Costs	(223)	
Grants account	(113,906)	
		402,871
<u>Current Assets</u>		
Debtors Control Account	33,483	
LES Debtors	327,923	
Prepayments	2,174	
Accrued income	132	
LES operating acc 16506102030	2,840	
HSBC - 040-063059-050 SAV.	85,763	
BOV Operating Account 4011072139	943	
B.O.V. Sav 1650602043 L.E.S.	1,352	
Petty Cash Account	82	
Cash In Hand / in transit	(3)	
Cash o.b.o. Other Councils	2,855	
Cash In Hand / in transit	(116)	
		457,427
Total Assets		860,299

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BALANCE SHEET as at 30th September 2014

EQUITY AND LIABILITIES

Capital and Reserves

Retained Income

Profit & Loss Account	(298,935)	
Net Profit/Loss this year	<u>(23,765)</u>	322,700

Current Liabilities

Prov for Doubtful Debts - Debtors Cont.	(9,686)	
HSBC - 040-063059-001 CUR.	(10,056)	
Provision for LES Doubtful Debts	(327,923)	
Creditors Control Account	(50,574)	
Accruals Account	(30,627)	
Amounts due to other Local Councils	(2,856)	
Unidentified Deposits	<u>(291)</u>	432,014

Long Term Liability

Deferred Income	<u>105,585</u>	105,585
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Total Equity and Liabilities

860,299

1.1 Consolidated Budget Variations of Income and Expenditure

Within pages 1 to 3, an overview of the present financial situation is analysed. The Tables headed July to September 2014 indicate the financial quarter, whilst the tables headed January to September 2014, refers to the totals from the beginning of the financial year.

ACCT NO	DESCRIPTION	Quarter July to September 2014			January to September 2014	
		ACTUAL	TOTAL	BUDGET	ACTUAL	TOTAL
		€	€	€	€	€
2 Income						
0 Government		110,783	110,783	106,152	321,147	321,147
20 Bye-laws		795	795	1,300	3,427	3,427
90 Investment		56	56	-	125	125
100 General		879	879	2,890	470	470
TOTAL		112,513	112,513	110,342	325,169	325,169
1 Expenditure						
1000 Personal emoluments		28,077	28,077	22,969	79,939	79,939
2000 Operations and maintenance		63,250	63,250	85,194	189,492	189,492
7000 Capital expenditure - Dep'n		10,536	10,536	-	31,973	31,973
TOTAL		101,863	101,863	108,163	301,404	301,404
Balance		10,650	10,650	2,179	23,765	23,765
Opening Cash and Bank Balances				83,659	83,659	
Less: Future Commitments						
Add: Balance (Surplus/(Deficit)				23,765	23,765	
Available Funds				107,424	107,424	
Allocation during Current Year				415,016	415,016	
Net Current Assets				25,413	25,413	
% Financial Situation Indicator				6.12%	6.12%	

Notes:

- The % Financial Indicator is calculated as the amount of net current assets (working capital) of the Council divided by the annual allocation contribution to the Council by the Central Government in line with the provisions of LN 323 P1.05 (d.07) (i) and LN 324 Section 2 (bi). The net current assets as at Year to date 2014 amounted to (€25,413).
- The amounts entered in the actual column will be the figures extracted from the Pastel Reports
- The amounts entered in the committed column will be those amounts not yet entered into Sage as Creditors or Accruals in the case of expenditure and any accrued income or amounts due still outstanding.
- Future Commitments will include any tenders which have been awarded which have not yet commenced or which are partly completed. The amount committed to the project (not yet utilised) will need to be entered in this part and details given on the projects.

The Mayor and the Executive Secretary declare that the above statements show a true and fair view of the Council's position on the signing date and that all commitment have been included in the financial statements.

Alison Zerafa
Mayor

Joseph Caruana
Executive Secretary

1.2 Detailed Budget Variations of Income

ACCT NO	DESCRIPTION	Quarter July to September 2014			January to September 2014	
		ACTUAL €	TOTAL €	BUDGET €	ACTUAL €	BUDGET €
2	Income					
<u>0000</u>	<u>Government</u>					
0001/000	Annual	103,754	103,754	106,152	311,262	319,805
0015/000	Other	7,029	7,029	-	9,885	-
		110,783	110,783	106,152	321,147	344,805
<u>0020</u>	<u>Bye-Laws</u>					
0021/000	Community services	242	242	-	242	2,000
0035/000	Permits	649	649	-	3,317	-
0036/000	Contravention of bye-laws	245	245	1,050	454	3,350
0037/000	Sentenced Cases (Accrued Income)	(421)	(421)	-	(817)	-
0066/000	Tender Document fees	80	80	250	230	500
		795	795	1,300	3,427	5,850
<u>0090</u>	<u>Investment</u>					
0091/000	Bank interest	56	56	-	125	-
		56	56	-	125	-
<u>0100</u>	<u>General</u>					
0039/000	LES Comission - Region	1,184	1,184	-	3,270	-
0123/000	Receivables - W&E	(2,324)	(2,324)	-	(314)	-
0120/000	Contributions	2,020	2,020	2,890	(2,636)	8,295
0122/000	Adverts - Council magazine	-	-	-	150	-
		879	879	2,890	470	8,295
TOTAL		112,513	112,513	110,342	325,169	358,950

1.3 Detailed Budget Variations of Expenditure

ACCT NO	DESCRIPTION	Quarter July to September 2014			January to September 2014	
		ACTUAL €	TOTAL €	BUDGET €	ACTUAL €	BUDGET €
I Expenditure						
1000	Personal Emoluments					
1100/000	Mayor's allowance	2,514	2,514	2,387	7,541	7,225
1200/000	Employee salaries and wages	18,581	18,581	17,376	56,246	52,500
1202/000	Arrears - Employees	-	-	-	56	-
1300/000	Bonuses	4,641	4,641	485	5,645	1,509
1500/000	Social Security Contributions	1,627	1,627	1,738	4,381	5,250
1600/000	Allowances	-	-	-	4,354	6,600
1700/000	Overtime	715	715	985	1,716	3,120
		28,077	28,077	22,969	79,939	76,204
2000	Operations and maintenance					
2100	Utilities	(734)	(734)	3,596	10,122	11,793
2200	Materials and supplies	1,045	1,045	1,406	3,058	3,900
2300	Repair and upkeep	608	608	2,000	3,670	29,150
2400	Rent	577	577	586	1,768	1,796
2500	National/International memberships	672	672	400	846	400
2600	Stationery	1,574	1,574	-	1,574	2,833
2700	Transport	4,950	4,950	800	5,816	2,041
2900	Information services	2,820	2,820	1,750	5,934	5,193
3000	Contractual services	43,610	43,610	64,750	141,935	184,852
3100	Professional services	4,639	4,639	2,999	9,062	10,389
3200	Course Subsidies - Local Residents	540	540	-	540	-
3300	Community and hospitality	5,645	5,645	2,325	3,944	13,375
3400	Incidental expenses (inc bad debts)	(1,049)	(1,049)	625	1,979	2,325
3600	Local Enforcement Expenditure	36	36	-	61	-
3700	Increase in Provision for Doubtful Debts	(421)	(421)	-	(817)	-
		63,250	63,250	85,194	189,492	273,881
8000	Capital expenditure - Depreciation Charges					
8001/000	Dep. Expense-Construction	8,205	8,205	-	25,139	-
8002/000	Dep.Exp.-Office Furniture	574	574	-	1,728	-
8005/000	Dep.Exp-Urban Improvement	1,010	1,010	-	3,079	-
8006/000	Dep.Exp.-Office Equipment	319	319	-	781	-
8007/000	Dep.Exp-Plant & Machinery	76	76	-	236	-
8008/000	Dep.Exp. - Motor Vehicles	93	93	-	278	-
8009/000	Dep.Exp.- Computer Equipment	259	259	-	732	-
		10,536	10,536	-	31,973	-
TOTAL		101,863	101,863	108,163	301,404	350,085
Profit / (Loss) for period		10,650	10,650	2,179	23,765	8,864

BORMLA LOCAL COUNCIL - 2014
Available Funds as at 30th September 2014

	€ 30 September 2014	€ 30 June 2014
Disposable income available to council;		
HSBC - 040-063059-001 CUR.	(10,056)	(17,224)
LES operating acc 16506102030	2,840	2,558
HSBC - 040-063059-050 SAV.	85,763	63,743
BOV Operating Account 4011072139	943	124
B.O.V. Sav 1650602043 L.E.S.	1,352	1,322
Petty Cash Account	82	70
Amounts yet to be received by Bormla LC from various debtors (clients)	23,797	16,328
Total Available funds	104,721	66,921
Total creditors yet to be paid	50,574	53,988
Accruals - invoices not yet entered in system	30,627	13,374
Total Funds due (still to be paid)	81,202	67,362
Total available income	<u><u>23,519</u></u>	<u><u>(441)</u></u>