



IL-Fgura Local Council

Business Plan 2012-2014

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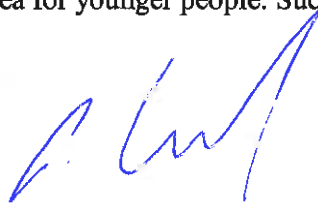
1.0 Introduction and Situation Analysis

The Fgura Local Council is adamant to keep working hard in the Fgura residents' best interest. The aim of this business plan is to project and plan in a holistic approach, for the period covered. The Council is to keep offering an effective service, while focusing on improvement in various areas.

The Fgura Local Council's main drawback to date is the inadequate premises from where to operate. The current location proves to be inadequate to be reached by persons with physical disability and older people, while there is no free space for more in-house provided services. The Council is to continue with the Civic Centre project, which to date has reached the construction stage.

The aforementioned Centre will allow the council staff to work comfortably in a more spacious environment, allowing the Council to provide a better service, while being spacious enough to organize various other educational, cultural and social activities. The Council aims to implement the concept of one-stop shop.

Despite allocating a considerable amount of money on one project, being the construction of new premises, this is not to hold the council back in investing in public areas, construction of roads and pavements, sports activities, social and educational services, and other environmental projects. Particular attention is to be given to Gnien Patri Redent Gauci, being the locality's main playing area for younger people. Such project is expected to be completed in the third quarter of 2012.



Byron Camilleri
Mayor

2.0 Mission Statement and Values

2.1 Mission Statement

- i. The strengthening of Civic Identity.
- ii. The appraisal, search for solutions and prioritisation in the urbanisation process.
- iii. Meeting the required targets in the most cost effective and efficient way.
- iv. Laying of strong foundations for subsequent councils.
- v. Sustainable development and a better legacy for future generations.

2.2 Values

The Fgura Local Council upholds:

- i. The Maltese way of life.
- ii. The common good.
- iii. The respect of needs, ideas and beliefs of all individual members of the community.
- iv. Excellence in the quality of service and work as deserved by the community.
- v. The responsibility towards the younger generations and future citizens.
- vi. A just transparent administration of local authority.
- vii. The promotion of a deeper civic identity.
- viii. The disinterested contribution of individuals and entities towards the benefit of the community.

3.0 Objectives, Expected Results and Strategies

3.1 Short term objectives and expected results (2012)

Objectives

- The best value for money for services contracted. All expenditure to be maintained within the budget.
- To provide a safe, challenging & participative environment allowing employees to maximise their contribution and share in the rewards that their contribution creates.
- Maximising cooperation with entities taking initiatives for the benefit of the whole community within the locality.

Expected Results

- The procurement of the best possible deals through judicious selection.
- Keeping abreast with complaints and suggestions, whilst providing the best possible service.
- The community becomes more aware in addressing its educational, social, economic and cultural needs.

3.2 Long term objectives and expected results (2012-2014)

Objectives

- Provide a centrally located facility from which services relevant to today's needs are offered in an environment which meets the expectations of our community.

Expected Results

- A one-stop shop dealing with most of the services which the community deems necessary, and the Council finds indispensable in order to operate well.

3.3 Strategies

Decision-making processes outlined in the procedures will be followed by the Council in order to attain the targets being set. When trying to achieve a higher level of efficiency, the Council manages to get more value for money.

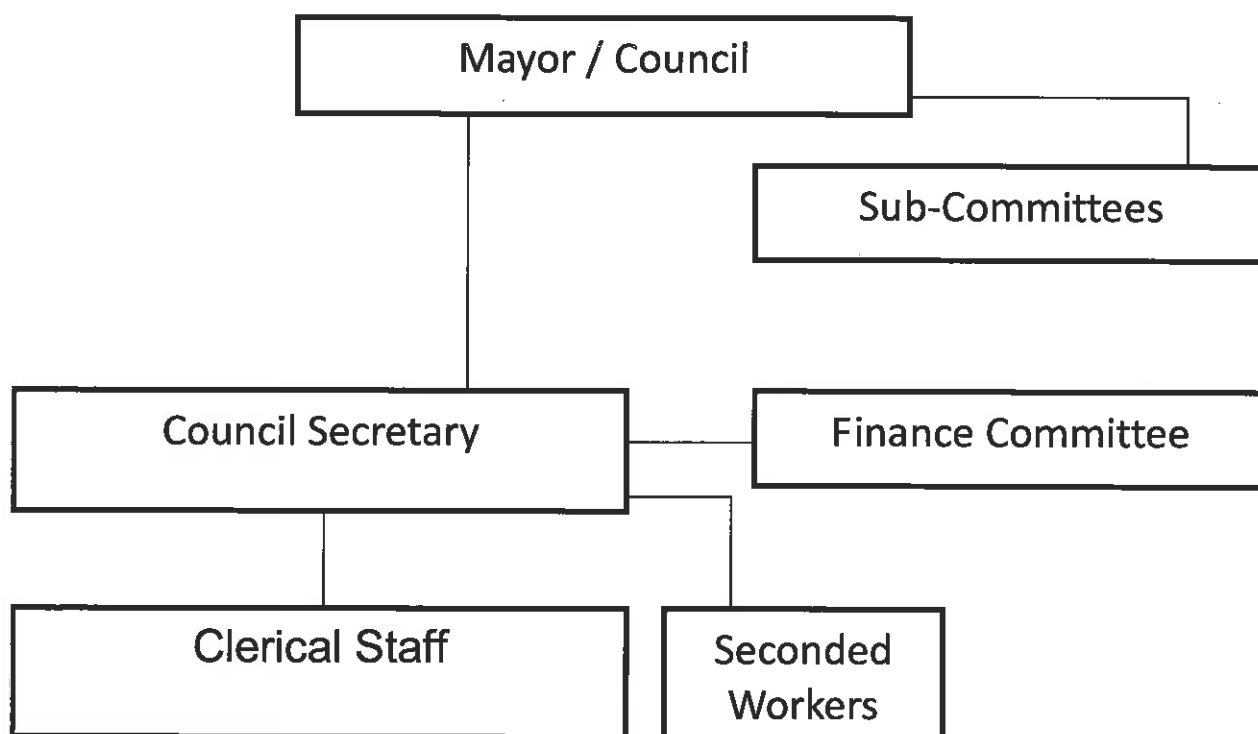
Professional consultancy, good management practice and expert guidance by contract managers are essential in this regard. Good governance is achieved through consultation with the general public and competent authorities.

Innovative and creative thinking makes the Council's operational aspect more suitable in meeting the community's needs. Constant monitoring of the decisions being taken is important in order to maintain a high level of accountability.

4.0 Operations Analysis

4.1 Organisation

The Council administers the policy-making structures. Councillors and Sub-Committees follow their duties according to the various responsibilities assigned. Sub-Committees' Chairpersons liaise with the Mayor and the Secretary to obtain better coordination, and report periodically to the Council.



Sub-Committees: Jum il-Fgura (yearly event)
Tenders (adjudication proposals)
Traffic Management
Administrative Offices (new premises)

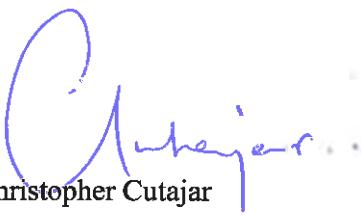
Clerical Staff: 4 employees

Seconded Workers: IPSL (2 workers)
ETC – Community Work (3 workers)

4.2 General Activities

One of the IPSL Workers had retired in September 2011. Though the Council tried to have a replacement, such request has not been entertained. This made it harder for the Council to tackle all the complaints and suggestions being made by residents. Meanwhile, the Community Work being provided by the workers allocated by the Employment and Training Corporation (ETC) is proving to be useful in order to meet some of the locality's demands.

The main focus of the Council is currently that of constructing the New Administrative offices. The Construction phase has commenced recently, and it is estimated to take approximately eight months. The migration phase might be challenging for the administration, as the employees will have to orientate themselves in the newly built premises. The Council thinks that this process will prove beneficial both for the employees and the locality's residents.



Christopher Cutajar
Executive Secretary

5.0 Financial and Performance Forecasts

5.1 Three Year Financial Forecast

Acc. No.	Description	Budget 2012 Euro	Budget 2013 Euro	Budget 2014 Euro	BUDGET PERIOD Euro
2	Income				
0000	Government	699,950	688,500	743,500	2,131,950
0020	Bye-Laws	53,000	33,000	28,000	114,000
0090	Investment	3,000	2,500	1,700	7,200
0100	General	1,000	1,000	1,000	3,000
	TOTAL	756,950	725,000	774,200	2,256,150
1	Expenditure				
1000	Personal Emoluments	140,600	151,600	162,400	454,600
2000	Operations & Maintenance	407,500	428,600	445,100	1,281,200
7000	Capital Expenditure	896,255	303,000	110,000	1,309,255
	TOTAL	1,444,355	883,200	717,500	3,045,055
	SURPLUS/(DEFICIT)	(687,405)	(158,200)	56,700	(788,905)
	BROUGHT FORWARD	906,562	219,157	60,957	906,562
	CARRIED FORWARD	219,157	60,957	117,657	117,657

5.2 Notes and Assumptions

Income *Estimate of Government Contribution for 2012

Expenditure *Budgeted to Balance Income Expected

5.3 Three Year Financial Income Forecast

Acc. No.	Description	Budget 2012 Euro	Budget 2013 Euro	Budget 2014 Euro	Budget Period Euro
2	Income				
0000	Government				
0001	Annual	529,384	550,000	600,000	1,679,384
0002	Supplementary	135,100	100,000	100,000	335,100
0003	Special Needs	13,000	20,000	25,000	58,000
0004	Public/government delegations	466	500	500	1,466
0005	Water Services Model Agreement	15,000	10,000	10,000	35,000
0006	Permits	7,000	8,000	8,000	23,000
0015	Other	-	-	-	-
		699,950	688,500	743,500	2,131,950
0020	Byc-Laws				
0021	Community services	14,000	-	-	14,000
0036	Law Enforcement income	10,000	8,000	6,000	24,000
0037	Movement in sentenced cases	15,000	10,000	6,000	31,000
0038	Regions	3,000	3,000	3,000	9,000
0056	Sponsorships	-	-	-	-
0066	General	3,000	3,000	3,000	9,000
0070	Tender Document fees	2,000	2,500	3,000	7,500
0073	Re-imbursement of Expenses	6,000	6,500	7,000	19,500
		53,000	33,000	28,000	114,000
0090	Investment				
0091	Bank interest	2,000	1,500	700	4,200
0096	Government securities	1,000	1,000	1,000	3,000
		3,000	2,500	1,700	7,200
0100	General				
0110	Donations	1,000	1,000	1,000	3,000
0120	Contributions	-	-	-	-
		1,000	1,000	1,000	3,000
	TOTAL	756,950	725,000	774,200	2,256,150

Notes and Assumptions

Sources of income taken into account are:

i) Annual Government Allocation

ii) Interests on Bank Deposits

iii) Local Enforcement System

iv) Loan Drawdown

5.4 Three Year Financial Expenditure Forecast

Acc. No.	Description	Budget 2012 Euro	Budget 2013 Euro	Budget 2014 Euro	BUDGET PERIOD Euro
1	Expenditure				
1000	Personal Emoluments				
1100	Mayor's allowance	9,600	9,700	9,800	29,100
1101	Council Members' allowance	11,000	11,000	11,000	33,000
1200	Salaries	100,000	110,000	120,000	330,000
1300	Bonuses	7,000	7,200	7,300	21,500
1400	Income Supplements	1,000	1,000	1,000	3,000
1500	Social Security Contributions	7,000	7,200	7,300	21,500
1600	Allowances	1,000	1,000	1,000	3,000
1700	Overtime	4,000	4,500	5,000	13,500
		140,600	151,600	162,400	454,600
2000	Operations and Maintenance				
2100	Utilities	16,000	16,200	17,000	49,200
2200	Materials and Supplies	2,500	3,000	3,200	8,700
2300	Repairs and Upkeep	35,000	36,000	38,000	109,000
2400	Rent	9,000	9,000	4,000	22,000
2500	National/International memberships	800	1,000	1,200	3,000
2600	Office services	15,000	17,000	20,000	52,000
2700	Transport	2,000	3,700	4,000	9,700
2800	Travel	700	1,000	1,300	3,000
2900	Information services	4,000	4,500	5,000	13,500
3000	Contractual services	250,000	260,000	270,000	780,000
3100	Professional services	25,000	28,000	30,000	83,000
3200	Training	4,000	4,000	4,000	12,000
3300	Community and hospitality	38,500	40,000	42,000	120,500
3400	Incidental Expenses	5,000	5,200	5,400	15,600
3600	Law Enforcement System	-	-	-	-
		407,500	428,600	445,100	1,281,200
7000	Capital Expenditure				
7001	Acquisition of property	400,000	183,000	-	583,000
7100	Construction	322,455	30,000	50,000	402,455
7200	Improvements	133,200	-	-	133,200
7300	Equipment	4,000	80,000	50,000	134,000
7500	Special programmes	36,600	10,000	10,000	56,600
		896,255	303,000	110,000	1,309,255
TOTAL		1,444,355	883,200	717,500	3,045,055

6.0 Capital Development

6.1 Three Year Capital Development Forecasts

Acc. No. Project No.	Capital Expenditure Project Description	2012		2013		2014		YEAR TO YEAR
		Account Euro	Project Euro	Account Euro	Project Euro	Account Euro	Project Euro	Total Euro
7001	Acquisition of property New Premises	400,000	400,000	183,000 183,000				583,000
7100	Construction Triq Koppla, San Gwann, Merhba u Kampanella Pavements	322,455	161,155 161,300	30,000 30,000		50,000 50,000		402,455
7200	Improvements Redent Gauci Garden Murals Trees GHE Embellishment Library extension	133,200	62,000 3,100 15,000 41,100 12,000					133,200
7300	Equipment Furnishing new premises & equip. Website & equip.	4,000	4,000	80,000 80,000		50,000 50,000		134,000
7500	Special programmes Triq Bormia u Karmnu (PPP)	36,600	36,600	10,000 10,000		10,000 10,000		56,600
TOTAL New Projects:		896,255		303,000		110,000		1,309,255

6.2 Notes and Assumptions

2012 Figures shown are as per budget.

2013 Figures shown are estimated.

2014 Figures shown are estimated.