



Nadur Local Council

Annual Administrative Report

2013

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1.0 Mayor's Introduction

During the year 2013 the Nadur Local Council restored the monument in front of the Nadur Primary School and erected a new monument at Kenuna Tower Street. These were partially funded through a restoration scheme and funding from the MEPA under the Urban Environment Scheme. The council continued with extensive repairs to pavements and passageways and issued a call for tenders for resurfacing works at Madre Gemma Camilleri Street and Rakela Camilleri Street.

During 2013 the council also had 3 alley ways paved, installed solar lighting in a remote area of the village where there were still an elderly family residing and issued a call for tenders for the replacement of street furniture at St. Peter & St. Paul Square.

This year the council continued with its many cultural and social activities. Events organised by the council were: Carnival Activities; Imnarja Activities; Wine Festival, Council Day activities. Besides these the council also organised outings for the elderly and for school Children.

The Council also took care to continue organising the child day care centre during the summer months and an elderly day care centre throughout the year as well as various courses.

All this work is in addition to the council's normal obligations and contractual works.



Charles Said
Mayor

2.0 The Council

2.1 The Council**01/01/2013 – 31/12/13**

| | | |
|---------------------|----------------------|------------------------------------|
| Mayor | Charles Said | Attended 100% of council meetings |
| Deputy Mayor | Eucharist Camilleri | Attended 100% of council meetings |
| Councillor | Dr. Josianne Cutajar | Attended 84.6% of council meetings |
| Councillor | Maria Natoli | Attended 69.2% of council meetings |
| Councillor | Dr. Rita Mifsud | Attended 100% of council meetings |
| Executive Secretary | Rita Mifsud Attard | Attended 100% of council meetings. |



3.1 Financial Review

During this financial year the council received €457,236 from the central government and collected an additional 28010. The total income was €43420. The council had a cash balance brought forward of €54960. The auditor's report also includes €115,992 as an expense that are depreciation costs.



Rita Mifsud Attard
Executive Secretary



3.2 Organization

Mayor
And Council

Executive Secretary

Clerk &
Handyman

Clerk & Sub
Committees

Contract Manager



4.1 Consolidated Income and Expenditure Variations Schedule

| DESCRIPTION | a | b | c | a-b/b-a | a-c/c-a |
|----------------------------|------------------------|------------------------|------------------------|---------------------------------|---------------------------------|
| | 2013 ACTUAL Euro | 2013 BUDGET Euro | 2012 ACTUAL Euro | 2012-2013 BUDGET VAR Euro | 2012-2013 ACTUAL VAR Euro |
| Income | | | | | |
| Government | 457,236.00 | 491,502.00 | 462,908.49 | (34,266.00) | (5,672.49) |
| Bye-laws | 43,420.00 | 25,000.00 | 28,607.45 | 18,420.00 | 14,812.55 |
| Investment | 522.00 | 1,000.00 | 1,421.06 | (478.00) | (899.06) |
| TOTAL | 501,178.00 | 517,502.00 | 492,937.00 | (16,324.00) | 8,241.00 |
| Expenditure | | | | | |
| Personal emoluments | 74,852.00 | 73,278.00 | 61,789.37 | (1,574.00) | (13,062.63) |
| Operations and maintenance | 343,446.02 | 253,650.00 | 282,550.66 | (89,796.02) | (60,895.36) |
| Capital Expenditure | 42,355.00 | 216,500.00 | 258,119.20 | 174,145.00 | 215,764.20 |
| TOTAL | 460,653.02 | 543,428.00 | 602,459.23 | 82,774.98 | 141,806.21 |
| Balance | 40,524.98 | (25,926.00) | (109,522.23) | (99,098.98) | (133,565.21) |

YEAR 2013

4.2 Detailed Income Variations
Schedule

| DESCRIPTION | a | b | c | a-b | a-c |
|-----------------------------|------------------------|------------------------|------------------------|---------------------------------|---------------------------------|
| | 2013 ACTUAL Euro | 2013 BUDGET Euro | 2012 ACTUAL Euro | 2012-2013 BUDGET VAR Euro | 2012-2013 ACTUAL VAR Euro |
| Income | | | | | |
| Government | | | | | |
| Annual | 407,517.00 | 414,002.00 | 413,761.70 | (6,485.00) | (6,244.70) |
| Supplementary | 49,719.00 | 45,000.00 | 45,855.35 | | 3,863.65 |
| Special needs | | 5,000.00 | | (5,000.00) | |
| Public/government entities | | 17,500.00 | 813.20 | (17,500.00) | (813.20) |
| Other | | 10,000.00 | 2,478.24 | (10,000.00) | (2,478.24) |
| | 457,236.00 | 491,502.00 | 462,908.49 | (38,985.00) | (5,672.49) |
| Bye-Laws | | | | | |
| Community Services | 8,005.00 | 10,000.00 | 12,948.29 | (1,995.00) | (4,943.29) |
| Contravention of bye-laws | 1,925.00 | 5,000.00 | 2,264.20 | (3,075.00) | (339.20) |
| Contributions and donations | 5,976.00 | 5,000.00 | 10,870.00 | 976.00 | (4,894.00) |
| General | 27,514.00 | 5,000.00 | 2,524.96 | 22,514.00 | 24,989.04 |
| | 43,420.00 | 25,000.00 | 28,607.45 | 18,420.00 | 14,812.55 |
| Investment | | | | | |
| Bank interest | 522.00 | 1,000.00 | 1,421.06 | (478.00) | (899.06) |
| Government securities | | | | | |
| | 522.00 | 1,000.00 | 1,421.06 | (478.00) | (899.06) |
| TOTAL | 501,178.00 | 517,502.00 | 492,937.00 | (21,043.00) | 8,241.00 |

4.3 Detailed Expenditure Variations Schedule

| DESCRIPTION | a | b | c | b-a | c-a |
|-------------------------------|------------------------|------------------------|------------------------|---------------------------------|---------------------------------|
| | 2013 ACTUAL Euro | 2013 BUDGET Euro | 2012 ACTUAL Euro | 2012-2013 BUDGET VAR Euro | 2012-2013 ACTUAL VAR Euro |
| Expenditure | | | | | |
| Personal Emoluments | | | | | |
| Mayor's allowance | 6,787.00 | 13,000.00 | 12,938.60 | 6,213.00 | 6,151.60 |
| Employee salaries and wages | 57,108.00 | 50,000.00 | 42,165.23 | (7,108.00) | (14,942.77) |
| Bonuses | | 3,700.00 | 517.90 | 3,700.00 | 517.90 |
| Income supplements | | 728.00 | 594.78 | 728.00 | 594.78 |
| Social Security contributions | 4,857.00 | 4,800.00 | 3,985.14 | (57.00) | (871.86) |
| Allowances | 6,100.00 | 350.00 | 330.44 | (5,750.00) | (5,769.56) |
| Overtime | | 700.00 | 1,257.28 | 700.00 | 1257.28 |
| | 74,852.00 | 73,278.00 | 61,789.37 | (12,574.00) | (13,062.63) |
| Operations and maintenance | | | | | |
| Utilities | 15,159.00 | 12,000.00 | 12,598.00 | (3,159.00) | (2,561.00) |
| Materials and supplies | | 5,500.00 | 5,952.16 | 5,500.00 | 5,952.16 |
| Repair and upkeep | 56,318.00 | 26,000.00 | 40,339.50 | (30,318.00) | (15,978.50) |
| Rent | 3,551.00 | 3,000.00 | 2,934.78 | (551.00) | (616.22) |
| International memberships | 1,473.00 | 1,500.00 | 1,036.50 | 27.00 | (436.50) |
| Office services | 8,231.00 | 3,500.00 | 5,105.27 | (4,731.00) | (3,125.73) |
| Transport | 3,090.00 | 2,500.00 | 2,595.07 | (590.00) | (494.93) |
| Travel | 11,505.00 | 2,000.00 | 1,911.00 | (9,505.00) | (9,594.00) |
| Information services | 20,463.00 | 18,000.00 | 22,625.67 | (2,463.00) | 2,162.67 |
| Contractual services | 172,048.00 | 130,000.00 | 133,473.79 | (42,048.00) | (38,574.21) |
| Professional services | 12,253.00 | 19,000.00 | 20,613.64 | 6,747.00 | 8,360.64 |
| Training | | 100.00 | 95.00 | 100.00 | 95.00 |
| Community and hospitality | 38,902.00 | 20,000.00 | 22,161.90 | (18,902.00) | (16,740.10) |
| Loan Repayment | | 9,500.00 | 9,447.96 | 9,500.00 | |
| Incidental expenses | 417.62 | 200.00 | 433.75 | (217.62) | 16.13 |
| Local Enforcement expenses | 35.40 | 850.00 | 1,226.67 | 814.60 | 1,191.27 |
| | 343,446.02 | 253,650.00 | 282,550.66 | (89,796.02) | (70,343.32) |
| Capital Expenditure | | | | | |
| Acquisition of property | | | | | |
| Construction | 2,005.00 | 200,000.00 | 246,347.13 | 197,995.00 | 244,342.13 |
| Improvements | 39,402.00 | 16,500.00 | 7,191.00 | (22,902.00) | (32,211.00) |
| Equipment | 948.00 | | 4,581.07 | (948.00) | 3,633.07 |
| Special programmes | | | | | |
| | 42,355.00 | 216,500.00 | 258,119.20 | 174,145.00 | 215,764.20 |
| TOTAL | 460,653.02 | 543,428.00 | 602,459.23 | 82,774.98 | 132,358.25 |

BOV Current Account

| | |
|--|--------------|
| Bank statement balance | 74.10 |
| Plus deposits made by 31/12/13 not appearing on bank statement | |
| Less withdrawals made by not appearing on bank statement | 0.00 |
| Net bank balance | 74.10 |

| | |
|------------------------------------|--------------|
| Bank Book balance as of 31/12/2012 | 74.10 |
| Plus interest paid by 31/12/13 | |
| Less charges paid by 31/12/13 | 0.00 |
| Net bank book balance | 74.10 |

BOV Savings Account

| | |
|--|------------------|
| Bank statement balance | 43,788.55 |
| Plus deposits made by 31/12/13 not appearing on bank statement | 0.00 |
| Less unpresented cheques | 0.00 |
| Net bank balance | 43,788.55 |

| | |
|--|------------------|
| Bank book balance as of 31 December 2010 | 43,788.55 |
| Plus interest paid by 31/12/13 | |
| Less charges paid by 31/12/13 | |
| Net bank book balance | 43,788.55 |

BOV LES Account

| | |
|--|---------------|
| Bank statement balance | 350.79 |
| Plus deposits made by 31/12/13 not appearing on bank statement | |
| Less withdrawals made by not appearing on bank statement | 0.00 |
| Net bank balance | 350.79 |

| | |
|------------------------------------|---------------|
| Bank Book balance as of 31/12/2012 | 350.79 |
| Plus interest paid by 31/12/13 | |
| Less charges paid by 31/12/13 | 0.00 |
| Net bank book balance | 350.79 |

BOV Certificate

| | |
|--|------------------|
| Bank statement balance | 10,000.00 |
| Plus deposits made by 31/12/13 not appearing on bank statement | 0.00 |
| Less unrepresented cheques | 0.00 |
| Net bank balance | 10,000.00 |

| | |
|--|------------------|
| Bank book balance as of 31 December 2010 | 10,000.00 |
| Plus interest paid by 31/12/13 | |
| Less charges paid by 31/12/13 | |
| Net bank book balance | 10,000.00 |

APS Savings

| | |
|--|---------------|
| Bank statement balance | 798.19 |
| Plus deposits made by 31/12/13 not appearing on bank statement | |
| Less withdrawals made by not appearing on bank statement | 0.00 |
| Net bank balance | 798.19 |

| | |
|--|-------------|
| Bank statement balance | 0.00 |
| Plus deposits made by 31/12/13 not appearing on bank statement | 0.00 |
| Less unrepresented cheques | 0.00 |
| Net bank balance | 0.00 |

| | |
|---|---------------|
| Bank Book balance as of 31/12/2012 | 350.79 |
| Plus interest paid by 31/12/13 | |
| Less charges paid by 31/12/13 | 0.00 |
| Net bank book balance | 350.79 |

| | |
|---|-------------|
| Bank book balance as of 31 December 2010 | 0.00 |
| Plus interest paid by 31/12/13 | |
| Less charges paid by 31/12/13 | |
| Net bank book balance | 0.00 |