



## NAXXAR

### MINUTI - LAQGĦAT TAL-KUNSILL

### IS-SEBA' KUNSILL

### SEDUTA NRU. 21 - IL-ĦAMIS 29 TA' MEJJU 2014

Il-Kunsill iltqa' fl-uffiċċju amministrattiv tiegħu fiċ-Ċentru Ċiviku fi Vjal il-21 ta' Settembru fit-19:30pm.

Preżenti:	Maria F. Deguara, M.D.	Sindku
	Anne Marie Muscat Fenech Adami	Viċi Sindku
	Clifford Galea	Kunsillier (wasal fit-20:17)
	Clinton Sammut	Kunsillier
	Noel Gatt	Kunsillier
	Alexander Agius	Kunsillier
	Pauline Miceli	Kunsillier
	Pierre Sciberras	Kunsillier
	Maryanne Cuomo	Kunsillier
	Paul Gatt	Segretarju Eżekuttiv

Pubbliku: Ma kienx hemm preżenza ta' pubbliku.

#### 1. APPROVAZZJONI TAL-MINUTI

- 1.1. Is-SE ressaq il-minuti tal-laqgħa preċedenti li kienu meqjusa moqrija. Il-minuti ġew approvati u ffirmati mis-Sindku u mis-SE.

#### 2. KOMUNIKAZZJONIJIET MIS-SINDKU U KORRISPONDENZA

- 2.1. Il-Viċi Sindku infurmat li kienet kellmitha Denise Grech dwar il-bżonn tat-tindif ta' madwar in-niċċa t'Alla w'Ommu iżda l-Kunsill qiegħed jistenna li jidhol fis-seħħ il-kuntratt il-ġdid tal-ġonna bil-ħsieb li l-Kunsill jieħu l-aħjar prezz possibli.
- 2.2. Is-SE informa li kienet waslet talba għal permess għal attività min-Naxxar Lions. Dawn talbu wkoll li l-Kunsill jillimitalhom l-ammont ta' gwardjani għaliex jiġuhom spiża kbira.
- 2.3. Il-Kunsill qabel li għandhom jikru ammont ta' gwardjani kemm hu biss essenzjali b'mod li joffru s-sigurtà kollha meħtieġa.
- 2.4. Il-Kunsillier Sciberras issuġġerixxa li ma jsirx għeluq filgħodu sabiex jitnaqqas kemm jista' jkun l-inkonvenjent.
- 2.5. Il-Kunsill qabel li m'għandux oġġezzjoni li ssir din l-attività, sakemm ikun hemm gwardjani preżenti, u t-toroq jingħalqu għall-inqas ħin possibbli biex l-inkonvenjenza tkun imminimizzata. It-toroq m'għandhomx ikunu magħluqin aktar tard mill-11pm. Għandhom ukoll jikkonsultaw lis-sidien tal-pompa tal-petrol.

- 2.6. Is-SE informa li kienet waslet ukoll talba minghand Aldo Bajada biex jarma *big-screen* għall-*World Cup*. Huwa ippjanat li jintrama wara l-istatwa tal-Karmnu. Il-Kunsill ma sab l-ebda oġġezzjoni sakemm ikun kollox skond il-ligi u ma jkunx hemm storbu wara l-11pm.
- 2.7. Is-SE informa li kienet waslet talba għall-approvazzjoni biex jinħarġu mwejjed u siġġijiet minghand it-Town House. Il-Kunsill qabel li l-applikant għandu jipproċedi skond il-proċeduri tas-soltu mad-Dipartiment tal-Artijiet, u jekk ikun hemm il-bżonn, id-dipartiment jikkonsulta mal-Kunsill.
- 2.8. Is-SE informa li waslet petizzjoni rigward il-miżuri tat-traffiku li ġew implimentati riċentament fl-inħawi ta' Triq in-Nutar Debono. Il-Kunsillier Gatt issuġġerixxa li għandha ssir *build out* fil-bankina ta' Triq San Pawl, kantuniera ma Triq Luqa Briffa, għaliex minkejja l-fatt li l-Kunsill tawwal is-sinjali sofor tal-kantuniera sabiex tkun aktar faċli biex wieħed joħroġ min Triq Luqa Briffa, xorta jkun hemm vetturi ipparkjati hemm ta' spiss. Il-Kunsill qabel li għandu jirrispondi l-petizzjoni bil-pożizzjoni tal-Kunsill li l-miżuri tat-traffiku implimentati hallew impatt pożittiv u m'għandhomx jinbidlu.
- 2.9. F'dan il-ħin is-Sindku awgurat lil-Kunsillier Cuomo għall-ħatra tagħha ta' Kunsillier wara l-mewt tal-Kunsillier Louis Bonnici.
- 2.10. F'dan il-ħin il-Kunsill qabel li jiddiskuti punt numru 6 tal-Agenda.

### 3. RESPONSABILTAJIET GĦALL-KUNSILLIER MARY ANNE CUOMO

- 3.1. Wara diskussjoni qasira l-Kunsill qabel li l-oqsma li kienu fir-reponsabbiltà tal-Kunsillier Bonnici għalissa jgħaddu għand il-Kunsillier Cuomo.
- 3.2. F'dan il-ħin is-Sindku talbet lill-Kunsillieri kollha biex jibgħatulha rendikont tal-ħidma li wettqu fl-oqsma fir-responsabbiltajiet tagħhom, biex ikollha idea ċara ta' x'għamel kull Kunsillier sabiex jekk ikun hemm il-bżonn jew ir-rieda li jinbidlu xi responsabbiltajiet, jkunu jistgħu isiru t-tibdiliet meħtieġa.

### 4. NUQQAS TA' ATTENDENZA GĦAL-LAQGHAT MINN ŻEWĠ KUNSILLIERI

- 4.1. Is-SE informa li l-Kunsillieri Miceli u Sciberras naqsu li jattendu għal aktar minn terz tal-laqqgħat fl-aħħar sitt xhur u għalhekk kien obligat li jinforma lill-Ministru iżda għandu jinkludi r-rakkomandazzjonijiet tal-Kunsill, jekk ikun il-każ, li n-nuqqas kien ġustifikat u biex ma jiddikjarax il-postijiet tal-Kunsillieri vakanti.
- 4.2. Is-Sindku esprimiet id-diżappunt tagħha li dawn is-sitwazzjonijiet qed ikunu spissi u, filwaqt li kienet lesta li tqis in-nuqqas ġustifikat, ma ħassitx li fil-futur tibqa' tagħmel dan ħlief għal raġunijiet verament ġustifikati.
- 4.3. F'dan il-ħin wasal il-Kunsillier Galea. Il-ħin kien it-8.16pm
- 4.4. Is-SE appella għall-impenn mill-Kunsillieri filwaqt li stqarr li fl-20 sena esperjenza tiegħu fil-Kunsilli Lokali, qatt ma ra daqshekk nuqqas ta' attendenza minn kunsillieri daqs kemm ra f'dawn l-aħħar sena u tliet xhur.
- 4.5. Is-SE fakkar li Kunsillier li ma jkunx jista' jattendi laqgħa tal-Kunsill huwa obligat li jibgħat *email* lilu f'ħin adegwat qabel il-laqgħa (għall-inqas mhux aktar tard minn siegħa qabel). Fil-kontenut tal-email irid ikun hemm ir-raġuni għan-nuqqas għaliex il-Kunsill irid jiddikjara jekk dak in-nuqqas hux ġustifikat jew le.
- 4.6. F'dan il-ħin il-Viċi Sindku kkummentat dwar in-nuqqas ta' attendenza mill-Kunsillieri għal attivitajiet li jorganizza l-Kunsill stess. Hi tat eżempju tal-quddiesa li saret għal Jum in-Naxxar, fejn id-data kienet magħrufa minn ħafna qabel u xorta kien hemm nofs il-Kunsillieri li m'attendewx.

- 4.7. F'dan il-ħin is-Sindku indirizzat lill-Kunsillier Galea u infurmatu li l-laqqgħa mal-Ministru li kien informa lill-Kunsill li kkordina, ma kien jaf biha ħadd min-naħa tal-Ministeru tal-Infrastruttura u t-Toroq. Infurmat ukoll li, skont il-Ministeru, li ssostanzjawha b'kopja ta' email, kienu f'fissaw appuntament miegħu biex issir laqqgħa bejn il-Ministeru u l-Kumitat Amministrattiv fl-10 ta' April 2014 iżda la l-Kumitat u lanqas il-Kunsill ma kien jaf xejn. Hija appellat għall-koperazzjoni ta' kulħadd għaliex jekk il-Kunsill jaħdem bħala tim wieħed biss jirnexxi.
- 4.8. Il-Kunsillier Galea informa li hu kien kellew lill-Ministru stess li kien ikkonfermalu l-laqqgħa. Stqarr ukoll li ma kienx jaf bl-appuntament tal-10 ta' April.
- 4.9. Il-Kunsill imbagħad iddikjara n-nuqqas tal-Kunsillieri Miceli u Sciberras għustifikati u għalhekk is-SE kien mitlub biex lill-Ministru jitlobu biex ma jiddikjarax il-postijiet tal-Kunsillieri vakanti.

## **5. FLAS TA' KONTIJET, RENDIKONTI FINANZJARJI, INFIQ**

- 5.1. Il-Kunsill approva l-lista ta' pagamenti kif annessa f'A.
- 5.2. Il-Kunsill approva ukoll il-listi ta' dħul u infiq, kif annessi f'B u Ċ rispettivament.
- 5.3. Is-SE informa li kien irċieva talbiet għall-ħlas pendenti minn Agricoop. Il-Kunsill qabel li m'għandux iħallas dawn il-kontijiet minħabba nuqqasijiet kbar fis-servizz. Il-Kunsill qabel ukoll li għandu jikkonsulta mal-avukat dwar dan.
- 5.4. F'dan il-ħin is-SE informa li l-ANSEK kienet qed torganizza korsijiet għas-Segretarji Eżekuttivi, Kunsilliera u Staff, u għall-kors li jmiss kienu se jattendu hu u s-Sinj. Marthese Camilleri, membru mill-istaff.

## **6. RISPOSTA GĦALL-MANAGEMENT LETTER**

- 6.1. Il-Kunsill approva r-risposta tal-*management letter* tal-awdituri li pprezenta is-SE. Din hija annessa f'D.

## **7. RAPPORT MILL-KUMITAT TAL-FESTI ESTERNI**

- 7.1. Qabel ma l-Kunsill iddiskuta dan ir-rapport is-SE informa li l-Kunsill irċieva talba mingħand il-Kazin tal-Banda Peace dwar l-armar tal-plancier għal aktar żmien mis-soltu.
- 7.2. Is-SE appella lill-Kunsill biex ma jinvolvi ruħu f'attivitajiet li ma jaqawx fil-kompetenza tiegħu għaliex ikun qed jidhul għal responsabbiltajiet li xi drabi jistgħu jikkawżaw kwistjonijiet ta' danni. Huwa semma każ li l-Kunsill għandu quddiem il-qorti ta' persuna li allegatament baqa' diehel bil-vettura tiegħu fuq barrikata mingħajr dawl fi Triq il-Parroċċa u li għalhekk qiegħed jitlob il-ħlas tad-danni. Fakkar li l-Kunsill m'għandu l-ebda kompetenza fuq attivitajiet reliġjużi u politiċi.
- 7.3. Il-Kunsillier Galea iddikjara li, bħala Segretarju Ġenerali tal-Banda Vittorja, għandu interess.
- 7.4. Il-Kunsillier Gatt issuggerixxa li l-Kunsill għandu jitlob il-kummenti tal-Kumitat tal-Festi Esterni.
- 7.5. Il-Kunsill qabel iddikjara li, la darba jinvolvi l-Festa, għandhom jirreferu għand il-Kumitat tal-festi biex jingħataw l-approvazzjoni.
- 7.6. Is-SE imbagħad ipprezenta r-rapport tal-Kumitat tal-Festi.
- 7.7. Il-Kunsillier Sciberras ħass li l-Kumitat tal-Festi Esterni għandu jieħu r-responsabbiltà kollha tal-attivitajiet marbuta mal-festa.

- 7.8. Is-SE issuġġerixxa li l-Kunsill jidentifika ċarament x'inhu taħt ir-responsabbiltà tiegħu, biex ma jintalbox affarijiet oħra mingħand il-Kunsill.
- 7.9. Il-Kunsill qabel li jkollu responsabbiltà biss minn dawn li ġejjin: Permessi tal-kjosk u ta' imwejjed u siġġijiet; jipprovdli persuna biex tivverifika li kulhadd qed jimxi mal-permessi maħruġa mill-Kunsill; jipprovdli *mobile toilets* fil-viċinanzi tal-Knisja.
- 7.10. Il-Viċi Sindku infurmat li kienet diġà għaddiet kopja tal-pjanta tal-kjoskijiet u li din għandha tibqa' kif inhi.

## 8. GHOTI TA' OFFERTI

- 8.1. Is-SE ippreżenta r-rakkomandazzjonijiet tas-Sottokumitat tal-Finanzi dwar l-għoti ta' offerti għall-approvazzjoni tal-Kunsil.
- 8.2. L-offerta tal-manutenzjoni tal-ġonna ġiet mogħtija lill-ELC skond ir-rakkomandazzjoni tas-Sottokumitat (anness f'E).
- 8.3. L-offerta tat-tindif tal-latrini pubbliċi ngħatat lis-Sur Sandro Caruana skond ir-rakkomandazzjoni tas-Sottokumitat (anness f'F).
- 8.4. L-offerta tat-tindif tal-uffiċini tal-kunsill ngħatat lil-Ozsystems Ltd skont ir-rakkomandazzjoni tas-sottokumitat (anness f'G).
- 8.5. Ġiet diskussa wkoll l-offerta tal-ġbir ta' skart goff, fejn skont ir-rakkomandazzjoni tas-sottokumitat (anness f'G) għandha tingħata lis-Sur Jonathan Mangion li, minkejja li ma tefax l-irħas offerta id-differenza fil-prezz bejnu u bejn l-irħas offerta kienet minima ħafna u għalhekk, la darba s-Sur Mangion diġà jaħdem fin-Naxxar u s-servizz huwa tajjeb, hemm riskju li s-servizz ma jibqax tajjeb kif inhu jekk jinbidel il-kuntrattur. Is-SE fakkar li, la darba l-irħas offerent jikkwalifika għal dan ix-xogħol, u ma nsabix raġuni għaliex ma jistax iwettaq ix-xogħol kif meħtieġ, il-Kunsill għandu jagħzel l-irħas offerta. Il-Kunsill però qabel unanimament li għandu jagħti l-offerta lis-Sur Mangion.
- 8.6. F'dan il-ħin il-Kunsillier Galea talab li jkun skużat mill-kumpliment tal-laqqgħa u għalhekk warrab. Il-ħin kien id-21:25.
- 8.7. Kien hemm il-qbil li l-Kunsillier Sciberras għandu jissostitwixxi lil ex-Kunsillier Bonnici fis-Sottokumitat tal-Finanzi.

## 9. TALBIET LILL-KUNSILL

- 9.1. Is-SE ippreżenta lista ta' talbiet lill-Kunsill fejn ittiegħdu d-deċiżjonijiet kif jidhru hawn taħt.
- 9.2. Rif: 2434, Talba biex ikun installat bin ħdejn il-banka tal-lottu fi Vjal il-21 ta' Settembru. Talba approvata.
- 9.3. Rif: 2804, Talba għal parkeġġ riservat għal persuni b'diżabbiltà fi Triq San Ġorġ. Kien hemm diskussjoni fit-tul u reazzjonijiet imħallta. Meta għaddiet għall-vot qablu mat-talba l-Kunsillieri Cuomo, Gatt, Agius, Sammut, il-Viċi Sindku u s-Sindku filwaqt li l-Kunsillieri Miceli u Sciberras astjenew. It-talba ġiet approvata u għalhekk għandha ssir fl-eqreb post possibli tad-daħla taċ-ċimiterju.
- 9.4. Rif: 2898, Titneħħa n-*notice board* li hemm fis-Salina, fi Triq Francisco Ximenes. M'hemm ħadd mill-area li jieħu ħsiebu u għalhekk qiegħed ikun vojt kull darba. Mill-banda l-oħra mhux vijabbli li nibagħtu lil xi ħadd mill-Kunsill kull darba biex ibiddel il-materjal. Talba approvata.

- 9.5. Rif: 2920, Talba għal 3 sleeping policeman tul Triq Santa Klara. Dan għaliex filwaqt li t-triq m'għandhiex bankina, jkun hemm ħafna nies jippassiġġaw. Talba mhux milqugħa.
- 9.6. Rif: 2957, talba għal *shade* ma' bozza nr.W418 li tinsab mal-faċċata ta' dar Nru.5, Triq il-Ħabbata. Ix-*shade* tiswa Eur43.96 Vat Incl. Talba approvata, iżda l-ispejjeż irid joħroġhom ir-resident. Din id-deċiżjoni għandha tapplika għal kull talba simili.
- 9.7. Rif: 3064, Talba għal 2 mirja fl-*S-bend*, int u sejjer lejn il-Għargħur fi Triq it-Tarġa. Talba approvata imma trid issir verifika mill-ħaddiema qabel.
- 9.8. Rif: 3069, Talba għal *bollard* fil-bidu ta' Sqaq 1 fi Triq is-Salib, biex ma jidħlux karożzi jipparkjaw u jimblukkaw il-passaġġ għar-residenti. Talba approvata, kemm jista jkun ma jitnaqqasx parkeġġ.

#### 10. IRRANĠAR TAL-BELISHA BEACONS

- 10.1. Wara diskussjoni qasira l-Kunsill qabel li għandu jibda l-proċess għas-sejha tal-offerti għall-irranġar tal-*belisha beacons*.
- 10.2. Il-Kunsill qabel ukoll li għandhom jitneħħew iż-zebra crossings ta' Triq il-Għargħur minħabba li l-użu tagħhom naqas drastikament wara li ż-żona spicċat bħala zona ta' parkeġġ biss.

#### 11. ATTIVITAJIET MARBUTA MA' JUM IN-NAXXAR

- 11.1. Is-SE informa li wara li ġew ikkuntattjati xi baned oħra huma xorta l-Każin tal-Banda Peace biss li offrew is-servizz tagħhom.
- 11.2. Wara diskussjoni, ġie deċiż li l-attività tiġi posposta għal nhar il-Ġimgħa 22 ta' Awwissu fis-7.30pm. B'hekk il-Kunsill ikollu aktar ċans jorganizza u jsib offerti għal mużucisti oħra.

#### 12. L-ATTIVITÀ 'NILTAQGHU FIL-PJAZZA'

- 12.1. Is-SE informa lill-Kunsill li x-xogħol ta' organizzazzjoni tal-attività għaddejja sew.

#### 13. TMIEM IL-LAQGĦA

- 13.1. Kien hemm qbil li l-laqqgħa li jmiss issir nhar l-Erbgħa 25 ta' Ġunju 2014.
- 13.2. Il-laqqgħa intemmet fl-22:35.

(iffirmati)

**MARIA F. DEGUARA MD,MMCFD**  
**SINDKU**

(iffirmati Benjamin Bugeja għal )

**PAUL GATT DIP.MGMT (HENLEY), MIM**  
**SEGRE TARJU EŻEKUTTIV**

## Skeda tal-Flasijiet - Rapport ta' Xiri u Pagamenti

Data: mit-18 ta' April 2014 sat-22 ta' Mejju 2014

	Fornitur	Ammont tal- Invoice	Ammont li ser Jithallas	Metodu*		Deskrizzjoni	Data tal-Invoice	Nru. tal-Invoice	Nru. Tal-PR	Nru. Tal-PO	Nru. tan-Nominal Account	Nru. Tač-Čekk
1	3D Distributors Ltd	€147.50	€147.50	D	PF	Distribution of Gieh in-Naxxar posters	16/04/2014	5202	4769	4769	2640	
2	Adi Associates Ltd	€139.24	€139.24	D	PF	Review of Planning Applications - Apr 14	30/04/2014	1328	n/a	n/a	3130	
3	Agricultural Co-operative Ltd	€3,481.00	€3,481.00	T	PF	Garden maintenance - Apr 14	30/04/2014	47204	n/a	n/a	3061	
4	All Care Brokers Ltd	€ 521.06	€ 521.06	D	PF	Extension of NLC's policy for the period 5/05/14 till 4/08/14	n/a	n/a	n/a	n/a	3030	17595
5	AMJ Legal	€177.00	€177.00	T	PF	Retainer fees - Apr 14	01/05/2014	59 of 2014	n/a	n/a	3130	
6	Archway Ironmongery	€80.82	€80.82	D	PF	Silicone, parakwa, viti, ramel, zrar, cement, etc.	01/04/2014	35975	4756, 4763, 4775 & 4778	4756, 4763, 4775 & 4778	2210	
7	Arms Ltd	€247.30	€247.30	D	PF	Electricity & water consumption bill for Gnien l-Unjoni Ewropeja period: 30/11/2013 till 02/03/2014	23/04/2014	18492211	n/a	n/a	2130	17612
8	Arms Ltd	€314.57	€314.57	D	PF	Electricity & water consumption bill for Gnien l-Ghenieq period: 13/11/2013 till 02/03/2014	23/04/2014	18492213	n/a	n/a	2130	17613
9	Arms Ltd	€285.23	€285.23	D	PF	Electricity consumption bill for the Pelican Lights period: 13/11/2013 till 19/02/2014	23/04/2014	18492214	n/a	n/a	2130	17614
10	Arms Ltd	€105.91	€105.91	D	PF	Electricity consumption bill for the Public Garden & Parking Period: 03/12/2013 till 02/03/2014	23/04/2014	18492212	n/a	n/a	2130	17615
11	Arms Ltd	€273.25	€273.25	D	PF	Electricity consumption bill for the Water Pump Period: 13/11/2013 till 19/02/2014	23/04/2014	18492544	n/a	n/a	2130	17616
12	Arms Ltd	€33.83	€33.83	D	PF	Electricity consumption bill for the Public Garden in Triq Sir H. Luke Period: 14/11/2013 till 19/02/2014	23/04/2014	18492216	n/a	n/a	2130	17617

13	Arms Ltd	€87.72	€87.72	D	PF	Electricity consumption bill for Gnien il-Hamrija Period: 03/12/2013 till 02/03/2014	23/04/2014	18492215	n/a	n/a	2130	17618
14	Arms Ltd	€ 1,689.36	€ 1,689.36	D	PF	Electricity & water consumption bill for Naxxar Council offices period: 24/12/2013 till 26/03/2014	06/05/2014	18546587	n/a	n/a	2130	17631
15	Attard Bros Contractors Ltd	€59.84	€59.84	D	PF	Paving blocks and sand - pavement in Labour Avenue	29/04/2014	63372	4771	4771	2314	
16	B&B Constructions	€ 206.71	€ 206.71	D	PF	Refundable guarantee for placing machinery in Triq it-Torri tal-Kaptan	n/a	n/a	n/a	n/a	4006	17532
17	Bitmac Works Ltd	€45.50	€45.50	D	PF	Instant road repairs	23/04/2014	105916	4770	4770	2311	
18	Bitmac Works Ltd	€54.60	€54.60	D	PF	Instant road repairs	30/04/2014	106113	4777	4777	2311	
19	Bitmac Works Ltd	€73.50	€73.50	D	PF	Instant road repairs & Blackflex 18ltrs	07/05/2014	106271	4780	4780	2311	
20	Bitmac Works Ltd	€54.60	€54.60	D	PF	Instant road repairs	08/05/2014	106314	4780	4780	2311	
21	Bitmac Works Ltd	€36.44	€36.44	D	PF	Instant road repairs	15/05/2014	106524	4787	4787	2311	
22	Bitmac Works Ltd	€45.50	€45.50	D	PF	Instant road repairs	21/05/2014	106672	4794	4794	2311	
23	Brandon Falzon	€ 120.00	€ 120.00	D	PF	Refundable deposit for placing machinery in Triq Santa Lucija	n/a	n/a	n/a	n/a	4006	17621
24	Brian Gatt & George Conti Borda	€ 233.00	€ 233.00	D	PF	Refundable deposit for placing machinery in Triq Leli Falzon	n/a	n/a	n/a	n/a	4006	17608
25	C&C Projects Ltd	€98.97	€98.97	D	PF	0.9% of Eur10,996.88 incl. vat for patching works using cold asphalt of Triq it-Torri, Trejjet il-Palma, Triq Habel Zwejra, etc.	16/04/2014	140411	n/a	n/a	3130	
26	C&C Projects Ltd	€250.00	€250.00	T	PF	Item 4 of agreement for Tender T/02/11 - 6th claim on account	09/05/2014	140503	n/a	n/a	3130	
27	Carin Constructions Ltd	€ 230.00	€ 230.00	D	PF	Refundable deposit for placing machinery in Triq V Boron	n/a	n/a	n/a	n/a	4006	17606
28	Carmel Cauchi	€ 230.00	€ 230.00	D	PF	Refundable deposit for placing machinery in Triq WM Thackeray	n/a	n/a	n/a	n/a	4006	17611
29	Carmel Magro	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq Hal-Dghejf	n/a	n/a	n/a	n/a	4006	17604
30	Cash	€ 129.89	€ 129.89	D	PF	Petty Cash - Apr 14	n/a	n/a	n/a	n/a	3410	17593
31	Christian Galea	€5,541.66	€5,541.66	T	PF	Street sweeping - Apr 14	30/04/2014	244	n/a	n/a	3051	
32	Clint Muscat	€25.00	€25.00	D	PF	Hire of cherry picker with regards to the globes of Pjazza Vittorja	10/04/2014	9309285	4776	4776	2310	

33	Clive Xuereb	€ 120.00	€ 120.00	D	PF	Refundable guarantee for placing machinery in Triq il-Markiz Giuseppe Scicluna	n/a	n/a	n/a	n/a	4006	17531
34	Commissioner of Inland Revenue Dept	€ 2,272.28	€ 2,272.28	D	PF	FSS + NI - Apr 14	n/a	n/a	n/a	n/a	1500	17624
35	CSD Office Trade	€ 50.18	€ 50.18	D	PF	Biros, rubber bands, dividers, staples, etc.	07/04/2014	48128	4751	4751	2620	
36	CV Woodworks Co. Ltd	€ 91.70	€ 91.70	D	PF	Insect screen that rolls for Naxxar Day Centre	06/05/2014	210	4758	4758	2375	
37	Datatrak IT Services	€ 15.23	€ 15.23	D	PF	1 pre regional ticket paid in Apr 14	30/04/2014	1010841	n/a	n/a	3610	
38	Department of Information	€ 9.32	€ 9.32	D	PF	Advert on Government Gazette re. parking slots in Pjazza Vittorja	12/05/2014	n/a	4788	4788	2940	17623
39	Department of Information	€ 9.32	€ 9.32	D	PF	Advert on Government Gazette re. T08/14, T09/14 & Q02/14	12/05/2014	n/a	4784	4784	2940	17628
40	Devlands Ltd	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq il-Buzjett	n/a	n/a	n/a	n/a	4006	17603
41	Dr Jean Paul Sammut	€ 120.00	€ 120.00	D	PF	Refundable guarantee for placing machinery in Triq is-Salina	n/a	n/a	n/a	n/a	4006	17637
42	Dr Maria Fatima Deguara	€858.52	€858.52	D	PF	Mayor's remuneration - Apr 14	n/a	n/a	n/a	n/a	1100	n/a
43	Emanuel Calleja	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq l-Imdina	n/a	n/a	n/a	n/a	4006	17600
44	Floreal Home	€40.00	€40.00	D	PF	Flower arrangements for Council meetings dated 22/04/2014 and 20/03/2014	24/04/2014	Nxr 3/14	4706 & 4748	4706 & 4748	3320	
45	Floreal Home	€20.00	€20.00	D	PF	Flower arrangement with regards to the visit of the Ambassador of Spain dated 29/04/2014	29/04/2014	Nxr 4/14	4773	4773	3320	
46	G4S Security Services Ltd	€371.70	€371.70	D	PF	Cash collection services - Apr 14	30/04/2014	GS009831	n/a	n/a	3190	
47	Galea Curmi Engineering Consultants	€272.54	€272.54	T	PF	Contract manager fee - Apr 14	30/04/2014	2638	n/a	n/a	3130	
48	GDL Trading & Services Ltd	€28.32	€28.32	D	PF	12 tissue rolls for Public Convenience	19/05/2014	9068	4791	4791	2950	
49	George Zarb	€ 230.00	€ 230.00	D	PF	Refundable guarantee for placing machinery in Triq San Pawl	n/a	n/a	n/a	n/a	4006	17529
50	Georgina Grima	€ 718.11	€ 718.11	D	PF	Nursing services - Apr 14	30/04/2014	Apr 14	n/a	n/a	3150	
51	Go plc	€ 15.85	€ 15.85	D	PF	Telephony monthly pay - Apr 14 (21416363)	14/05/2014	38134733	n/a	n/a	2160	17632
52	Go plc	€ 15.58	€ 15.58	D	PF	Telephony monthly pay - Apr 14 (21417224)	14/05/2014	38134708	n/a	n/a	2160	17633
53	Go plc	€ 79.12	€ 79.12	D	PF	Telephony monthly pay - Apr 14 (21416341)	14/05/2014	38134729	n/a	n/a	2160	17634
54	Grace Camilleri	€ 166.14	€ 166.14	D	PF	Branch librarian services - Apr 14	05/05/2014	Apr 14	n/a	n/a	2995	



55	Image Systems Ltd	€137.26	€137.26	D	PF	Ink per page for photocopier - Mar 14	31/03/2014	FSMA/103346	n/a	n/a	2670	
56	Image Systems Ltd	€102.85	€102.85	D	PF	Ink per page for photocopier - Apr 14	30/04/2014	FSMA/104187	n/a	n/a	2670	
57	Ivan Distefano	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq l-Imnara	n/a	n/a	n/a	n/a	4006	17601
58	Jamie Cremona	€ 232.94	€ 232.94	D	PF	Refundable deposit for placing machinery in Triq il-Parrocca	n/a	n/a	n/a	n/a	4006	17607
59	Jonathan Camilleri	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq it-Torri Gauci	n/a	n/a	n/a	n/a	4006	17602
60	Jurgen Attard	€285.00	€285.00	T	PF	Ground warden - Apr 14	30/04/2014	158728	n/a	n/a	3191	
61	Jurgen Attard	€ 1,518.00	€ 1,518.00	T	PF	Handyman service - Apr 14	30/04/2014	Apr 14	n/a	n/a	3125	17629
62	Koperativa Tabelli u Sinjali	€72.01	€72.01	K	PF	2 cul de sac signs & 2 arrow signs	25/04/2014	19293	4740, 4750 & 4762	4740, 4750 & 4762	2313	
63	Koperativa Tabelli u Sinjali	€212.51	€212.51	K	PF	No right turn, cul de sac signs, arrow signs, etc.	21/04/2014	19276	4728, 4729, 4736 & 4760	4728, 4729, 4736 & 4760	2313	
64	Land Department	€ 250.00	€ 250.00	D	PF	Rent for Mithna k/a Tal-Ghaqba period: 08/05/2012 till 07/05/2013	07/01/2013	958748	n/a	n/a	2400	17635
65	Land Department	€125.00	€125.00	D	PF	Rent for Mithna Naxxar period: 08/05/2014 till 07/11/2014	02/05/2014	1272606	n/a	n/a	2400	17636
66	Leo's Garage Paramount	€230.24	€230.24	T	PF	Transport services for the elderly - Mar 14	31/03/2014	10000193	n/a	n/a	2720	
67	Maltapost plc	€ 240.50	€ 240.50	D	PF	Order of stamps	n/a	n/a	n/a	n/a	2650	17594
68	Maria Anna Galea	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Vjal il-21 ta' Settembru	n/a	n/a	n/a	n/a	4006	17597
69	Martin Deguara	€ 120.00	€ 120.00	D	PF	Refundable deposit for placing machinery in Triq in-Nigret	n/a	n/a	n/a	n/a	4006	17620
70	Melita plc	€ 2.40	€ 2.40	D	PF	TV monthly pay - May 14	01/05/2014	35842192	n/a	n/a	2165	17626
71	Melita plc	€ 98.95	€ 98.95	D	PF	Telephony monthly pay - May 14	01/05/2014	35841444	n/a	n/a	2160	17627
72	MITA	€ 833.69	€ 833.69	D	PF	Provision, Maintenance & Support of Wide Area Connectivity period: Jan till Jun 2014	13/05/2014	29996	n/a	n/a	3110	
73	Osneph Scicluna	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq Hans Christian Anderson	n/a	n/a	n/a	n/a	4006	17610

74	Paul Abela	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq S Taylor Coleridge	n/a	n/a	n/a	n/a	4006	17609
75	Paul Gatt	€ 128.00	€ 128.00	D	PF	Reimbursement in respect of dinner for Italian delegation hosted by the Council at Gillieru Restaurant on Sunday 20th Apr 2014	n/a	n/a	n/a	n/a	3330	17533
76	Paul Tonna Son of Santu Ltd	€ 130.00	€ 130.00	D	PF	Glass pane for bus shelters	30/04/2014	88000	4749	4749	2315	
77	Permanent Secretary Ministry for Education and Employment	€ 2,447.08	€ 2,447.08	D	PF	DLG Memo 9/2013: Skema ta' Ghajnuna Finanzjarja ghal Korsijiet Lifelong Learning 2013/2014	28/04/2014	DLL/007/14	n/a	n/a	3381	17619
78	Permanent Secretary Ministry for Justice, Culture & Local Government	€ 100.00	€ 100.00	D	PF	Advert re. Q02/2014, T08/14 & T09/14 to be published on TMI on the 14/05/2014	12/05/2014	n/a	4779	4779	2940	
79	Pierre Zahra	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq Sir Walter Scott	n/a	n/a	n/a	n/a	4006	17599
80	Prime Constructions Ltd	€ 232.94	€ 232.94	D	PF	Refundable deposit for placing machinery in Triq it-Torri Gauci	n/a	n/a	n/a	n/a	4006	17605
81	Ricky Caruana	€ 904.00	€ 875.68	T	PF	Cleaning of Public Convenience - May 14 incl extra work in Hamis ix-Xirka & Il-Gimgha l-Kbira less toilet paper expenses	27/05/2014	Nxr 5/14	n/a	n/a	3053	
82	Ricky Caruana	€ 450.45	€ 396.83	T	PF	Cleaning of Naxxar Civic Centre - May 14	27/05/2014	Nxr 5/14	n/a	n/a	3055	
83	Rite Mix Ltd	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq l-Amerika	n/a	n/a	n/a	n/a	4006	17598
84	Road Maintenance Services Ltd	€ 334.90	€ 334.90	K	PF	x2 90cm mirror, x4 60cm mirror, pole and another modified pole	08/05/2014	988	4683, 4699, 4708, 4720 & 4761	4683, 4699, 4708, 4720 & 4761	2313	
85	Satariano Ltd	€ 116.47	€ 116.47	D	PF	Refundable deposit for placing machinery in Triq Victor Scerri	n/a	n/a	n/a	n/a	4006	17596
86	Spiral Design	€ 21.24	€ 21.24	D	PF	Stickers for Residents Parking signs	07/05/2014	2804	4786	4786	2313	
87	Staff wages	€7,556.39	€7,556.39	D	PF	Staff wages - Apr 14	n/a	n/a	n/a	n/a	1200	n/a
88	TCTC	€1,150.00	€1,150.00	D	PF	I-Kids Agreement	21/04/2014	38707	n/a	n/a	3381	
89	TCTC	€103.13	€103.13	D	PF	Printing & Distribution of Ikids leaflets	20/05/2014	39133	n/a	n/a	3381	
90	Victor Mula	€ 1,460.50	€ 1,460.50	T	PF	Handyman service - Apr 14	30/04/2014	Apr 14	n/a	n/a	3125	17630



Income list for the month of April 201402/05/2014

<u>Code</u>	<u>Description</u>	<u>Amount</u>
0021	Community services inc. Courses, Aerobics, outings etc	€ 2,531.38
0025	Skip Permit	€ 63.52
0026	Crane Permit	€ 477.39
0027	Kiosk permit	€ 209.61
0028	Outside activity permit	€ 7.00
0031	Hire of Council Hall	€ 139.77
0036	Contraventions	€ 180.34
0067	Documents/Information charges (inc. Parking clocks, photos etc)	€ 3.08
0125	Trenching permits	€ 23.30
0200	Debtors	€ 553.16
4006	Contractors guarantees	€ 940.00
	<b><u>TOTAL</u></b>	<b><u>€5,128.55</u></b>

**Receipts**

From

10989

To

11218

**Purchase Order list for the month of April 2014****06/05/2014**

Date	P.O. No.	Supplier	Items	Cost €
01/04/2014	4755	Bitmac Works Ltd	Instant road repair	€22.77
01/04/2014	4756	Archway Ironmongery	Screws, glue, silicone, parakwa.	€15.96
04/04/2014	4757	Bitmac Works Ltd	Instant road repair	€59.21
07/04/2014	4758	CV Woodworks	Insect screen that rolls	€91.70
07/04/2014	4759	Safety & Security Management Ltd	Toilet paper and hand towels	€184.08
07/04/2014	4760	Koptasin	Cul de sac signs	€39.00
08/04/2014	4761	Road Maintenance Services Ltd	Traffic mirror x 60cm -replacement in Triq San Gwann I-Evangelista	€34.34
09/04/2014	4762	Koptasin	Arrow sign for Triq I-Oratorju	€19.40
10/04/2014	4763	Archway Ironmongery	Manhole, holders, ramel, sandpaper, white spirit, etc.	€26.41
11/04/2014	4764	The Wholesaler	Cable, Mcbs, Rcbs, Distribution box - Zebra crossing Triq il-Mosta	€169.44
11/04/2014	4765	Floreal	Flower arrangement for 15/4/2014	€20.00
01/03/2014	4766	Vassallo Builders Ltd	Scaffolding platform for Carnival Event	€350.46
01/02/2014	4767	Sarah Micallef Smith	2 Zumba Classes for BIC (Feb till May 14)	€560.00
16/04/2014	4768	Bitmac Works Ltd	Instant road repair	€45.55
16/04/2014	4769	3D Distributors Ltd.	Distribution of Gieh in-Naxxar flyers	€147.50
23/04/2014	4770	Bitmac Works Ltd	Instant road repair	€45.50
28/04/2014	4771	Attard Bros Contractors Ltd	Paving blocks and sand - pavement in Labour Avenue	€54.22
28/04/2014	4772	Antoine Fenech Florist	Flower arrangement for funeral 29/4/2014 - Mosta (Antoinette's father)	€30.00
28/04/2014	4773	Floreal	Flower arrangements for the 29/4/2014 & 29/5/2014	€40.00
28/04/2014	4774	J&S Store	Tube 4' & 20 disks	€28.35
28/04/2014	4775	Archway Ironmongery	Ramel, zrur, cement	€13.15
10/04/2014	4776	Clint Muscat	Hire of cherry picker	€25.00
30/04/2014	4777	Bitmac Works Ltd	Instant road repair	€54.66

**Total****€2,076.70**

*Our ref: NLC/201/00*

30th May, 2014

Director,  
Local Government Department  
Triq l-Arċisqof,  
Valletta CMR 02

Sir,

***REPLY TO MANAGEMENT LETTER – FINANCIAL STATEMENTS FOR THE YEAR 2013***

In terms of the Local Council (Audit) procedures I hereby attach a copy of the management letter by the Local Government Auditors whilst including hereunder Council's comments on observations made. The management letter was discussed during Council meeting of 29 May 2014 and the following comments were approved. Numbers and titles of comments correspond to those on the management letter.

**2.1 Local enforcement**

The Local Council will keep making pressure on the Northern Region Committee to provide the audited financial statements on time as recommended by the Auditors.

From many observations done throughout these past years this seems to be a problem across all over Malta and therefore the Department may wish to take necessary action with the Regional Committees to have this issue sorted once and for all.

**2.2 Income from Bye-Laws**

Any charges for the "rental of Council Hall and football ground" are basically made to cover expenses by Council and no profit is actually made. As a matter of fact the amounts involved are quite minimal. Still the Local Council is in the process of enacting the necessary bye-laws as recommended.

**2.3 Revenue recognition**

Point taken for the future.

**2.4 Income set off with expenditure**

Point taken for the future.

**3.1 Final Settlement System (FSS) payments**

There were only two instances which were delayed by only one day and six days respectively. This was before the Council received last year's Management letter and since there were no further delays.

**3.2 Payroll reconciliation**

Point taken for the future.

**3.3 Personal tax deductions**

The Council will consider an electronic payroll system to ensure that computation is carried out as correct as possible.

**4.1 Procurement procedures**

The Auditor, correctly so, highlighted three contracts a tender for which had not been issued/awarded during the year under review. However it should be pointed out that a tender for the Collection of Household Waste was issued in November, whilst a call for quotations for an Insurance Cover was issued in recent weeks. With regards to the contract for the maintenance of street lighting it is only now that Local Councils were directed to issue a call for tenders since before Councils were instructed to renew until further notice. Discussions on the new tender are in fact underway on a Region basis.

**4.2 Inappropriate documentation**

Every effort will continue to be made to collect all applicable fiscal receipts on time.

**4.3 Quotations**

The Auditors mention eight suppliers. A comment on each case follows:

**Allcare Insurance:-** point taken and a public call for quotations has been issued.

**Archway Ironmongery:-** It is found to be extremely difficult to issue a call for quotations for ironmongery items due to the myriad of different items involved in the day to day maintenance. However the Council will do its best to adopt a system whereby orders will be placed with different suppliers on a rotation basis.

**BDL:-** The purchase concerns books as part of a scheme to update libraries. Councils benefitting from this scheme could only purchase books from specified suppliers whilst the Council also had to match the amount given through the scheme. Since same books are not normally found at different suppliers, one had to rely on the recommendation of the Librarian to ensure that only suitable books are purchased. Detailed vetting is carried out by the Councillor responsible for Education who happens to be a professional educator herself.

**Bitmac:-** There is a probability that some documentations were missed by the Auditors since purchase of Instant Road repair is covered by a public call for quotations.

**E. Calleja & Sons:-** One has to clarify that the amount mentioned is not a one time whole payment but an accumulation of purchases for items related to electrical maintenance. The items vary a lot in nature and hence is considered very difficult to have to issue a call for quotations. One should also appreciate that certain electrical items will have to be purchased immediately since failure to make the necessary repairs on time will result in greater health and safety risks to the public.

**ITS:-** The purchase was for a specific software (Sageline 50) and the Council went directly to a reputable supplier who could provide us with the software immediately since we required the software urgently. Still we did check on the Sage's website and also checked with another supplier both of which were more expensive than the one purchased.

**TCTC:-** We cannot agree with the Auditors since there was a period of around six months between the payments and hence the Council was within the regulations.

**Transient Sound and Light:-** Purchase through this supplier was for two distinct services. For each service the amount involved was lower than the limit prescribed by the Financial Regulations for direct orders.

#### **5.1 The upkeep of the Fixed Asset Register (FAR)**

We have taken note of the comments so that the FAR is improved to be more in line with the requirements.

#### **5.2 Reconciliation of Asset Categories in FAR**

We have taken note of the comments so as to be more in line with the standards.

#### **5.3 Depreciation**

An exercise will be done during 2014 to ensure that Depreciation in the Fixed Assets Register is being taken correctly as per accounting policy.

#### **5.4 Capital Expenditure accounted for as revenue expenditure**

We have taken note of the comments so as to be more in line with the standards.

#### **5.5 Insurance policy**

Every effort will continue to be made to ensure that the Council is adequately covered by an insurance policy. As a matter of fact this is updated on a regular basis. One however must keep in mind whether certain items are worth insuring since their replacement cost may be much less than the excess stipulated by insurers. Furthermore, whilst the net book value of any item will result in a certain amount, similar items may in actual fact cost less when bought new after a period of time and therefore one has to insure on the replacement value and not on the net book value since insurance is normally based on a new for old policy.

#### **5.6 Capital Commitments**

The financial statements showed a true picture of the actual capital commitments made. These are based on actual decision taken by the Council and not on the budgeted figures.

#### **5.7 Physical tagging of tangible assets**

Process has already started to tag all tangible assets but due to much pressure of other urgent and important work, the Council has fallen behind in its schedule to finalise this task.

#### **6.1 Doubtful receivables**

As stated by the Auditors, a provision for doubtful debts had been recognised in the Financial Statements. In the meantime the Council had just received confirmation that the amount of €51,859 will be released by MEPA to the Local Council in the coming days.

#### **6.2 Accrued income**

Action was taken as stated by the Auditors.

#### **7.1 Petty Cash Payments**

The Auditors' comment was based on the only two instances (during the whole year) where the amount paid from the petty cash exceed the €23.29. These were for expenditures amounting to €23.95 and €25.30 respectively.

Despite every effort to comply with the financial regulations, such rare instances occurrences cannot be avoided completely. It should be pointed out that it is about time for such regulations to be updated. These are still the same as in 1993 which were the equivalent of Lm10!

#### **8.1 Creditors Reconciliation**

Recommendations by Auditors noted for the future and audit adjustment has been passed.

#### **8.2 Accrued expenses**

By the time the accounting year is closed off not all the invoices would have been received. By the time the Auditors perform the audit, more information would obviously be available.

We will continue to do our utmost to accrue for all the expenditure.

#### **8.3 Deferred Income**

Recommendations by Auditors noted and adjustments made as stated by the Auditors.

#### **8.4 Deposits refundable on crane and machinery permits**

Recommendations by Auditors noted. However we do our utmost to ensure correctness of the information and monies due and/or withheld.

#### **8.5 Contingent Liabilities Disclosure**

Recommendations by Auditors noted and adjustments made as stated by the Auditors.

#### **9.1 Disclosures required in respect of certain IFRS**

Recommendations by Auditors have been noted and items will be amended in future financial statements.

#### **9.2 Disclosures required in respect of Financial Procedures**

Recommendations by the Auditors noted and will do our utmost to comply accordingly.

#### **9.3 Financial Statements presentation**

Recommendations by the Auditors noted and will do our utmost to comply accordingly.

#### **10.1 Comparison with the Annual Budget**

Recommendations by the Auditors noted however the Annual Budget is listed in the Quarterly Financial Indicators of December 2013.

#### **10.2 Council Meetings, Minutes and Schedule of Payments**

In general minutes are updated the next day following their approval but there could still be issues where this may not be possible due to pressure of work. Still the Council will continue to do its utmost to comply accordingly.

With reference to the statement made that these are not signed the reason is due to the fact that, instead of scanning the original and uploading it on the website, the Council simply uploads a PDF version of the final approved version, thus saving on the required space. This has the benefit of making the file much smaller whilst increase resolution and thus making it much easier to anyone wishing to access the minutes online.

The Council is not aware of any missing cheques from the uploaded version unless these are cancelled cheques.

With regards to the meeting time the Council will do its utmost to comply accordingly.

#### **10.3 Opening Balances**

Point taken and will be taking action accordingly.

In general the Council notes that there was a marked improvement from the previous management letters which proves Council's commitments to manage its accounts/funds as professionally as possible and to be fully in line with the Financial Regulations.

We would also like to take the opportunity to thank the Auditors for their professional manner they handled the auditing. We might not agree fully with their recommendations however this is definitely a way to continue to improve on the systems in place and to ensure full accountability.

**Maria F. Deguara, MD, MMCFD,**

Mayor

cc: National Audit Office





**NAXXAR**

**Tender T07/2014 – Upkeep and Maintenance of Public Gardens and Soft Areas using environmentally products and practices**

**Report by the Adjudication Committee**

The Naxxar Local Council Finance Committee met on Friday, 25<sup>th</sup> April 2014 to discuss and present its recommendations to the Naxxar Local Council.

**The Committee members present:**

- Dr Maria F. Deguara (Mayor - Chairperson)
- Pauline Miceli (Councillor - member)
- Louis Bonnici (Councillor - member)
- Paul Gatt (Executive Secretary)

Dr Adrian Mallia was legal consultant to the Committee. Also present Councillor Pierre Sciberras

**Publication dates:** Government Gazette – 31 January 2014; Malta Independent – 29 January 2014

**Closing date of tenders:** 4<sup>th</sup> March 2014

Four (4) bidders submitted a tender (copy of schedule attached), namely:

- Saviour Mifsud
- Environmental Landscapes Consortium Ltd
- Piscopo Gardens
- WM Environmental Ltd

All documentation/declarations submitted at tendering stage were considered valid for all bidders.

An email listing all bidders (of all tenders issued in the same period) had been sent to all Local Councils on 9<sup>th</sup> April asking them to confirm whether any of the listed bidders offered any kind of service to the particular Council, the type of service offered, the period of contract and any comments they would like to add including whether any default notices had been issued.

**Salvu Mifsud**

The Committee starting evaluating the cheapest offer, that by Saviour Mifsud. The only reference to related gardening works came through a reference letter by St Paul Bay Local Council. This mentions “gardening section”. An analysis of the ETC employment list it transpired that Mr Mifsud has no gardeners employed with or any other related position. In all he has ten (10) employees (incl. 2 part timers and Mr Mifsud himself). It was also evident that Mr Mifsud’s line of business is more related to street cleaning and waste management rather than gardening.

The Committee considered that, even though Mr Mifsud already carries out some related work in only one locality, he does not possess enough experience and resources to be able to carry out professional extensive gardening work at Naxxar.

### **WM Environmental Ltd**

The Committee then evaluated the second cheapest offer, that by WM Environmental Ltd. From the information submitted by the Local Councils this company does not offer any similar services to any Local Council. The only related information submitted was a certificate allowing Mr Wilson Mifsud (the person who submitted the tender on behalf of the company) to purchase, transport, store and use pesticides.

From the ETC list of employees submitted with the tender, it transpired that the company employs 16 persons, including four (4) part timers, all of whom are Labourers (8), Cleaners (7) and owner.

There was no evidence that this company was capable to carry out any professional gardening works. It was also evident that this company's line of business is only related to street cleaning and waste management.

### **Environmental Landscapes Consortium Ltd (ELC)**

The next cheapest offer was that by ELC.

It was immediately evident that this company's line of business was solely on gardening and landscaping. As a matter of fact, from the information submitted by Local Councils, they provide similar services to at least fourteen (14) localities and it was also public knowledge that they are the sole company taking care of the maintenance and supply of trees and plants for Central Government. Comments by Local Councils were very positive.

ELC employs 301 persons a number of whom are gardeners, landscape designers, Environmental Foremen, Agricultural Forement etc.

There was no doubt that ELC are very capable, both in terms of expertise as well as resources, of carrying out work of a large magnitude and should be very much suitable to maintain the gardens and soft areas at Naxxar.

In view of the above, the Committee unanimously agreed that the Environmental Landscapes Consortium Ltd should be awarded the contract. No evaluation was made of Piscopo Garden's tender since this was of a higher price than that submitted by ELC.

*(Signed)*  
Maria F. Deguara, MD, MMCFD

**Mayor/Chairperson**

*(Signed)*  
Pauline Miceli

**Councillor/Member**

*(Signed)*  
Pierre Sciberras

**Councillor**

*(Signed)*  
Paul Gatt

**Executive Secretary**

***Note: Mr Louis Bonnici has since passed away.***



**NAXXAR**

**Tender T05/2014 – Upkeep and maintenance of Public Convenience using environmentally friendly cleaning products**

**Report by the Adjudication Committee**

The Naxxar Local Council Finance Committee met on Friday, 25<sup>th</sup> April 2014 to discuss and present its recommendations to the Naxxar Local Council.

**The Committee members present:**

- Dr Maria F. Deguara (Mayor - Chairperson)
- Pauline Miceli (Councillor - member)
- Louis Bonnici (Councillor - member)
- Paul Gatt (Executive Secretary)

Dr Adrian Mallia was legal consultant to the Committee. Also present Councillor Pierre Sciberras

**Publication dates:** Government Gazette – 31 January 2014; Malta Independent – 29 January 2014

**Closing date of tenders:** 4<sup>th</sup> March 2014

Thirteen (13) bidders submitted a tender (copy of schedule attached).

With regards to bid by Ozosystem Ltd the Committee was presented with a letter stating that they had made a mathematical error and the correct figure should read €31,141.38 and not as stated. Since this was a higher figure than all the rest, when the rates were made public (thus putting them at a disadvantage), the Committee accepted this change.

All other documentation/declarations submitted at tendering stage were considered valid for all bidders.

The Committee considered the cheapest bid by Sandro Caruana which was found to be compliant with the tender document.

In view of the above, the Committee unanimously agreed that Mr Sandro Caruana be awarded the contract on the basis that his offer was the cheapest compliant offer.

*(Signed)*  
Maria F. Deguara, MD, MMCFD

**Mayor/Chairperson**

*(Signed)*  
Pauline Miceli

**Councillor/Member**

*(Signed)*  
Pierre Sciberras

**Councillor**

*(Signed)*  
Paul Gatt

**Executive Secretary**

***Note: Mr Louis Bonnici has since passed away.***



## **Tender T04/2014 – Cleaning of Civic Centre and NLC Offices using environmentally cleaning products**

### **Report by the Adjudication Committee**

The Naxxar Local Council Finance Committee met on Friday, 25<sup>th</sup> April 2014 to discuss and present its recommendations to the Naxxar Local Council.

#### **The Committee members present:**

- Dr Maria F. Deguara (Mayor - Chairperson)
- Pauline Miceli (Councillor - member)
- Louis Bonnici (Councillor - member)
- Paul Gatt (Executive Secretary)

Dr Adrian Mallia was legal consultant to the Committee. Also present Councillor Pierre Sciberras

**Publication dates:** Government Gazette – 31 January 2014; Malta Independent – 29 January 2014

**Closing date of tenders:** 4<sup>th</sup> March 2014

Four (4) bidders submitted a tender namely:

- Gafa Saveway Ltd (€7.47 p/hr)
- Ricky Caruana (€5.50 p/hr)
- Ozosystem Ltd (€7.08 p/hr)
- SRF & Velladrians (€9.50 p/hr)

*\* All above rates inclusive of VAT*

All documentation/declarations submitted at tendering stage were considered valid for all bidders.

An email listing all bidders (of all tenders issued in the same period) had been sent to all Local Councils on 9<sup>th</sup> April asking them to confirm whether any of the listed bidders offered any kind of service to the particular Council, the type of service offered, the period of contract and any comments they would like to add including whether any default notices had been issued. No particular issues resulted for any of the bidders.

The Committee considered Memo 10/2014 by the Department for Local Government (DLG) directing Councils not to award any tenders for cleaning for less than €5.78 per hour (excl. VAT), extract of which is shown hereunder.

1. *ebda sejha għall-offerti dwar tindif jew servizzi ta' sigurtà m'għandha tiġi aċċettata b'inqas minn €5.78 fis-siegħa (VAT eskluż). Dan l-ammont ġie stmat li jinkludi medja ta' sitt ijiem sick leave.*

The committee also considered a clarification by the DLG (attached at annex A) stating that the mentioned rate is also exclusive of any cleaning materials required. Since the tender specifies that the contractor will have to supply all cleaning material required, the rate will have to be higher than €5.78 per hour.

In view of this the Committee discarded immediately the bid by Ricky Caruana in line with the above mentioned directive.

The Committee then considered the next cheapest bid by Ozosystem Ltd which was found to be fully compliant. In view of the above, the Committee unanimously agreed that Ozosystem Ltd be awarded the contract.

*(Signed)*

Maria F. Deguara, MD, MMCFD

**Mayor/Chairperson**

*(Signed)*

Pauline Miceli

**Councillor/Member**

*(Signed)*

Pierre Sciberras

**Councillor**

*(Signed)*

Paul Gatt

**Executive Secretary**

***Note: Mr Louis Bonnici has since passed away.***



## **Tender T01/2014 – Collection of Bulky Refuse**

### **Report by the Adjudication Committee**

The Naxxar Local Council Finance Committee met on Friday, 25<sup>th</sup> April 2014 to discuss and present its recommendations to the Naxxar Local Council.

#### **The Committee members present:**

- Dr Maria F. Deguara (Mayor - Chairperson)
- Pauline Miceli (Councillor - member)
- Louis Bonnici (Councillor - member)
- Paul Gatt (Executive Secretary)

Dr Adrian Mallia was legal consultant to the Committee. Also present Councillor Pierre Sciberras

**Publication dates:** Government Gazette – 31 January 2014; Malta Independent – 29 January 2014

**Closing date of tenders:** 4<sup>th</sup> March 2014

Four (4) bidders submitted a tender namely:

- Antoine Fenech (€2.48 per collection)
- Jonathan Mangion (€1.79 per collection)
- Twish Co Ltd (€3.85 per collection)
- Dimbros Ltd (€1.67 per collection)
- Saviour Galea & Family (€4.00 per collection)
- Daniel Cutajar (€2.48 per collection)
- Nikolai Vella (€4.00 per collection)

*\* All above rates inclusive of VAT*

All documentation/declarations submitted at tendering stage were considered valid for all bidders.

An email listing all bidders (of all tenders issued in the same period) had been sent to all Local Councils on 9<sup>th</sup> April asking them to confirm whether any of the listed bidders offered any kind of service to the particular Council, the type of service offered, the period of contract and any comments they would like to add including whether any default notices had been issued. Dimbros Ltd had two default notices issued by Fgura Local Council.

The Committee noted that the difference between the cheapest and the second cheapest bid was minimal (12c per collection). It also noted that Mr Jonathan Mangion has already performed for a



number of years (and was still performing as an employee of the present contractor who decided not to tender) the bulky refuse collection service at Naxxar without any problems. Therefore the Committee deemed it too risky to replace a contractor who was already delivering a very good service simply for a few cents difference.

In view of the above the Committee recommends to the Council to award the tender to Jonathan Mangion.

*(Signed)*

Maria F. Deguara, MD, MMCFD

**Mayor/Chairperson**

*(Signed)*

Pauline Miceli

**Councillor/Member**

*(Signed)*

Pierre Sciberras

**Councillor**

*(Signed)*

Paul Gatt

**Executive Secretary**

***Note: Mr Louis Bonnici has since passed away.***