



**Laqgha Numru 07/K7/2015**

**Introduzzjoni**

Is-Seba' Laqgha tas-Seba' Legislatura tal-Kunsill Lokali Pembroke ghas-sena 2015 li saret nhar it-Tlieta 19 ta' Mejju 2015.

Il-Kunsill iltaqa' fl-Ufficcju Amministrattiv tieghu, Triq Alamein, Pembroke, fil-5.30pm.

Prezenti: Is-Sindku Dean Hili, il-Vici Sindku Raymond Lanzon, il-Kunsillier Mark Causon, il-Kunsillier Charles Cesare u s-Segretarju Ezekuttiv Kevin Borg.

Il-Kunsillier Evelyn Vella Brincat kienet skuzata (**Ara Dok. 1**) filwaqt li l-Ambaxxatur ghaz-Zghazagh Kurt Mizzi kien assenti.

Is-Segretarju Ezekuttiv Kevin Borg informa lill-Kunsill li l-laqgha kienet qed tigi streamed online.

Is-Sindku Dean Hili qara t-talba ta' qabel il-laqgha u wara ppresieda l-laqgha.

**Agenda**

Il-Kunsill mexxa fuq l-avviz li gie ppubblikat fil-13 ta' Mejju 2015. L-Agenda kienet:

1. **Approvazzjoni tal-Minuti 06/K7/2015.**
2. **Punti li johorgu mill-Minuti 06/K7/2015.**
3. **Tqeghied ta' dokumenti u rapporti.**
4. **Komunikazzjoni mis-Sindku u l-Kunsilliera.**
5. **Mistoqsijiet.**
6. **Korrispondenza.**
7. **Kumitati Kongunti ta' I-LES u n-NHDJC.**
8. **Attivitajiet Kulturali, Edukattivi u Socjali.**
9. **Rapport Annwali Amministrattiv 2014.**
10. **Risposta ghall-ittra ta' l-Awdituri.**
11. **Approvazzjoni tal-kontijiet.**
12. **Materji ohra.**

**01. Approvazzjoni tal-Minuti 06/K7/2015.**

- 1.01. Is-Sindku Dean Hili ppropona l-approvazzjoni tal-Minuti referenza 06/K7/2015 kif ipprezentati.
- 1.02. Il-Kunsillier Charles Cesare ssekonda.
- 1.03. Il-Kunsill qabel unanimament.

**Sindku :** L-Avv. Dean Hili **Viçi Sindku :** Raymond Lanzon  
**Kunsilliera :** Evelyn Vella Brincat, Mark Causon u Charles Cesare  
**Segretarju Ezekuttiv :** Kevin Borg

## 02. Punti li johorgu mill-Minuti 06/K7/2015.

- 2.01. Is-Sindku Dean Hili ghamel referenza ghall-Minuti 06/K7/2015 fejn irrimarka li ma kienx hemm punti pendenti li jehtiegu decizjonijiet ulterjuri.

## 03. Tqeghied ta' dokumenti u rapporti.

- 3.01. Is-Segretarju Ezekuttiv Kevin Borg ipprezenta lill-Kunsill **Internal Memo 005-2015** - Lista ta' laqghat li saru 06/K7/15 u 07/K7/15 (**Ara Dok. 2**)
- 3.02. Is-Sindku Dean Hili ghamel referenza ghall-works orders mahruga bejn laqgha u ohra fejn ippropona r-ratifikazzjoni taghhom, liema works orders inhargu skond l-esigenzi li kellu l-Kunsill.

Works Order		Data	Kumpanija	Xoghol
65	2015	24/04/2015	Maltapost plc	Tqassim ta' Fuljett bieb bieb - Kunsill Lokali Zghazagh.
67	2015	27/04/2015	J & K Contractors	Tlabna sabiex jitnehhew kliem baxx li hemm imhazza biswit ic-cycle path u fuq strutturi fejn il-bajja.
68	2015	29/04/2015	B. Grima and Sons	Tlabna sabiex jirringa numru ta' tabelli u poles madwar il-lokal.
70	2015	05/05/2015	Albert Micallef Co. Ltd	Tlabna sabiex jipprovdi skip fejn il-BMX nhar is-Sibt 9 ta' Mejju 2015.
71	2015	05/05/2015	JGC Ltd	Tlabna sabiex jimmanifattura u jinstalla 4 gradi tal-ħadid (2 fi Gnien 4 ta' Lulju u 2 fi Gnien Madre Teresa ta' Kalkutta)
72	2015	06/05/2015	J & K Contractors	Tlabna sabiex tigi rrangata c-cinta ta' filata li hemm fejn it-tarag ta' Juno. Flats int u niezel ghat-tennis courts.
73	2015	06/05/2015	J & K Contractors	Tlabna sabiex jigu rrangata hajt milqut fi Triq Sir Luigi Preziosi, xifer tal-bankina fi Triq Bice M. Vassallo u c-cint milqut bil-knaten zlugati fi Triq Jum Pembroke fit-tarf fuq net.
74	2015	07/05/2015	Omnistat	Tlabna sabiex tissupplixxi u twahhal zewg pompi tas-siggijiet.
75	2015	12/05/2015	Smart Office Supplies	Ordni ta' stationary.
76	2015	07/05/2015	Maltapost plc	Xiri ta' bolol.
77	2015	21/05/2015	ICT Solutions	Tigdid tal-licenzji u telephone support ghall-perjodu ta' Lulju 2015 u Gunju 2016.
78	2015	13/05/2015	Martin Stanmore	Tlabna sabiex isir binding ta' minuti.
79	2015	14/05/2015	B. Grima and Sons	Manutenzjoni fuq numru ta' tabelli fil-lokal.
80	2015	18/05/2015	Pembroke Self Service	Tlabna jissupplixxi xi ilma u gallettini ghal-laqgha tal-Kunsill.
81	2015	18/05/2015	Mica Med	Tlabna sabiex isewwi bozza bin-numru W085 Triq Giorgio Mitrovich.

- 3.03. Il-Kunsillier Charles Cesare ssekonda.

- 3.04. Il-Kunsill qabel unanimament.

Sindku : L-Avv. Dean Hili    Viċi Sindku : Raymond Lanzon  
Kunsilliera : Evelyn Vella Brincat, Mark Causon u Charles Cesare  
Segretarju Ezekuttiv : Kevin Borg

#### **04. Komunikazzjonijiet mis-Sindku u l-Kunsilliera.**

4.01. Is-Sindku Dean Hili rrefera lill-Kunsill ghat-tqeghied tad-dokumenti ndikati hawn fuq.

#### **05. Mistoqsijiet.**

5.01. Peress li ma kienx hemm mistoqsijiet is-Sindku Dean Hili ghadda ghas-suggett li kien imiss.

#### **06. Korrispondenza.**

6.01. Fuq il-mejda tal-Kunsill qabel u waqt il-laqgħa, kien hemm esebiti l-kontijiet, l-ilmenti u l-korrispondenza kollha li dahlet u harget bejn it-22 ta' April u d-19 ta' Mejju 2015 u dan ghas-sodisfazzjon tal-Kunsilliera.

**46/1731/15/I** Memo 10/2015 minghand id-Dipartiment għall-Gvern Lokali dwar  
**28/04/2015** Ghajnuna lill-Kunsilli Lokali li għandhom ir-responsabilita' ta' Librerija Lokali.

**46/1979/15/I** Lista ta' kotba li l-librara qed tissuggerixxi li jinxtraw għall-librerija.  
**18/05/2015**

6.02. B'referenza għall-korrispondenza numri **46/1731/15/I** u **46/1979/15/I** is-Sindku Dean Hili ppropona li bhas-snin precedenti, il-Kunsill għandu japplika għal din l-iskema ta' ghajnuna biex jizdiedu aktar kotba fil-librerija pubblika kif ukoll li għandhom jigabru stimi bhas-snin li għaddew u jintgħazlu l-ahjar prezzijiet.

6.03. Il-Vici Sindku Raymond Lanzon issekonda.

6.04. Il-Kunsill qabel unanimament.

**46/1786/15/I** Email minghand Pembroke Athleta fejn b'referenza għall-ittra li bagħat il-  
**04/05/2015** Kunsill dwar il-Pembroke Day Fun Day qed jissuggerixxi l'issir il-Hadd 5 ta' Lulju u magħha tkun inkorporata bike fun ride u walk.

6.05. B'referenza għall-korrispondenza numru **46/1786/15/I** is-Sindku Dean Hili ppropona li din l-attivitá issir u li l-Kunsill jiltaqa' ma' Pembroke Athleta sabiex isiru l-arrangamenti necessari.

6.06. Il-Kunsillier Charles Cesare ssekonda.

6.07. Il-Kunsill qabel unanimament.

**46/1813/15/I** Email li ntbghatet lill-Membri tal-Kunsill fejn b'referenza għall-  
**04/05/2015** installazzjoni tal-gates fil-gonna gew mistoqsija jekk jaqblux li l-Kunsill imur għat-tieni offerta jigifieri ta' JGC Ltd.

6.08. B'referenza għall-korrispondenza numru **46/1813/15/I** is-Sindku Dean Hili ppropona li japprova li x-xogħol jigi ordnat minghand il-kumpanija JGC Ltd. bhala t-tieni l-orhos offerenti li kien hemm.

6.09. Il-Kunsillier Mark Causon issekonda.

6.10. Il-Kunsill qabel unanimament.

**46/1835/15/I** Email minghand is-Science Centre fejn b'referenza għal-laqgħa li kellha  
**06/05/2015** mal-Kunsill dwar il-progett Junior Science Clubs bagħtet x'informazzjoni u nformat lill-Kunsill li bħalissa qegħdin fil-process ta' disinn tal-poster u

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**Sindku** : L-Avv. Dean Hili   **Viċi Sindku** : Raymond Lanzon  
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ladarba jkun finalizzat tintbaghat kopja l-Kunsill.

6.11. B'referenza għall-korrispondenza numru **46/1835/15/I** is-Sindku Dean Hili ppropona li f'dan l-istadju l-Kunsill japprova li jippartecipa f'din l-inizjattiva edukattiva li qed tigi proposta l'issir bejn ic-Centru għax-Xjenza f'Pembroke u l-Kunsill.

6.12. Il-Kunsillier Mark Causon issekonda.

6.13. Il-Kunsill qabel unanimament.

**46/1848/15/I** Email minghand Skola Nazzjonali Sport fejn b'referenza għall-komunikat  
**06/05/2015** li kellu mas-Sindku talab biex issir zebra crossing quddiem l-iskola fi Triq Falaise.

6.14. B'referenza għall-korrispondenza numru **46/1848/15/I** is-Sindku Dean Hili ppropona li l-Kunsill għandu jmessi bl-applikazzjoni necessarja filwaqt li l-Kunsill għandu jerga' jittlob laqgħa ma' l-iskola sabiex jigu diskussa d-dettalji dwar l-istess applikazzjoni, u l-proposta għall-bankina li diga kien għamel il-Kunsill u dan sabiex tigi mharsa s-sahha u s-sigurtà tal-istudenti.

6.15. Il-Kunsillier Mark Causon issekonda.

6.16. Il-Kunsill qabel unanimament.

**46/1882/15/I** Email minghand l-Enemalta fejn b'referenza għat-talba tal-Kunsill biex  
**11/05/2015** issir lampa gdida fi Trejqa ta' quddiem l-AFM u Pembroke Scouts informaw lill-Kunsill li l-lampa giet gustifikata.

6.17. B'referenza għall-korrispondenza numru **46/1882/15/I** is-Sindku Dean Hili ppropona li l-Kunsill jordna l-installazzjoni ta' din il-lampa.

6.18. Il-Kunsillier Mark Causon issekonda.

6.19. Il-Kunsill qabel unanimament.

**46/1930/15/I** Tlett proposti għas-serata ta' Jum Pembroke minghand il-Leon  
**12/05/2015** Promotions għall-prezz ta' €1,000 għal 3 siegħat.

**46/1957/15/I** Proposti minghand Leisure Animation għall-attività ta' Jum Pembroke  
**14/05/2015** għal serata ta' tlett siegħat.

**46/1972/15/I** Kwotazzjoni għal Jum Pembroke minghand TSS rental services għall-  
**15/05/2015** prezz ta' €880 li jinkludi palk, dawl u sound.

**46/2008/15/I** Email minghand is-Sur Emanuel Galea tal-Bar ta' Pembroke Athleta fejn  
**19/05/2015** bagħat il-menu li qed jipproponu għal Jum Pembroke għall-pasta night għall-prezz ta' €8 l-adulti u €5 it-tfal taħt l-10 snin. Il-Prezz jinkludi Bruschetta/Garlic Bread, 4 tipi t'għagin u tazza nbid.

6.20. B'referenza għall-korrispondenza numri **46/1930/15/I**, **46/1957/15/I**, **46/1972/15/I** u **46/2008/15/I** is-Sindku Dean Hili ppropona li l-Kunsill jagħzel l-offerta ta' TSS rentals services għall-provvista ta' palk, dawl u sound; l-offerta ta' Leisure Animation għall-attività principali u l-offerta ta' Emanuel Galea għall-pasta night.

6.21. Il-Kunsillier Mark Causon issekonda.

6.22. Il-Kunsill qabel unanimament.

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**Sindku :** L-Avv. Dean Hili   **Viċi Sindku :** Raymond Lanzon  
**Kunsilliera :** Evelyn Vella Brincat, Mark Causon u Charles Cesare  
**Segretarju Eżekuttiv :** Kevin Borg

## **07. Kumitati Kongunti ta' I-LES, Kumitat Regionali u n-NHDJC.**

- 7.01. Is-Sindku Dean Hili rrefera lill-membri tal-Kunsill għall-Minuti tal-laqgħat ta' dawn il-kumitati.

## **08. Attivitàet Kulturali, Edukattivi u Soċjali.**

- 8.01 Is-Sindku Dean Hili ppropona li l-programm t'attivitàet konnessa ma' Jum Pembroke għandu jkun Serata Kommemorattiva nhar il-Gimgha 3 ta' Lulju fejn amalgamata magħha ser issir pasta night fil-parkegg ta' wara c-Centru tad-Distribuzzjoni tad-Dawl, is-Sibt 4 ta' Lulju issir mixja tul ic-cycle path u tberik ta' l-annimali u filghaxija quddies ta' radd il-hajr bil-partecipazzjoni ta' Pembroke/St Andrews Scout Group u l-Hadd 5 ta' Lulju Fun runs/walk fit-toroq tal-lokal. Il-kelliem ippropona wkoll li waqt l-attività tat-3 ta' Lulju għandhom jingħataw rikonoxximent lil diversi entitajiet, lil Mrs. Malta, lill-iskola St. Catherine's u lit-tfal tal-Yr 6 Skola Primarja Pembroke kif ukoll li bhas-snin li għaddew jinkrew siggijiet u mwejjed skond il-bzonn. Il-kelliem ippropona wkoll li għal waqt l-istess attività għandhom jinkrew bouncing castle u Water Zorbing għat-tfal.
- 8.02 Il-Kunsillier Mark Causon issekonda.
- 8.03 Il-Kunsill qabel unanimament.
- 8.04 Il-Kunsillier Charles Cesare ppropona li l-Kunsill jitlob lill-Pembroke Athleta u lill-Luxol St. Andrews, gear ufficjali tal-klabb iffirmit mill-plejers li kisbu l-promozzjoni għall-kampjonat Premiere.
- 8.05 Il-Kunsillier Mark Causon issekonda.
- 8.06 Il-Kunsill qabel unanimament.
- 8.07 Is-Sindku Dean Hili ppropona li għal Jum il-Missier il-Kunsill għandu jorganizza ikl għal Jum il-Missier li għandha ssir nhar il-Hamis 18 ta' Gunju.
- 8.08 Il-Kunsillier Mark Causon issekonda.
- 8.09 Il-Kunsill qabel unanimament.
- 8.10 Il-Kunsillier Charles Cesare rrakkomanda li għal din l-attività għandhom jingabru kwotazzjonijiet mingħand United Bar (Mgarr), Charles Bar (Swatar) u il-Barri (Mgarr).

## **09. Rapport Annwali Amministrattiv 2014.**

- 9.01. Is-Sindku Dean Hili pprezenta lill-Kunsill ir-Rapport Annwali Amministrattiv għas-sena 2014. **(Ara Dok. 3)** Il-kelliem ippropona l-approvazzjoni tar-rapport kif ipprezentat.
- 9.02. Il-Kunsillier Charles Cesare ssekonda.
- 9.03. Il-Kunsill qabel unanimament.

## **10. Risposta għall-ittra ta' l-Awdituri.**

- 10.01. Is-Sindku Dean Hili pprezenta lill-Kunsill ir-risposta għall-ittra ta' direzzjoni mahruga mill-Awdituri PKF għas-sena finanzjarja 2014. **(Ara Dok. 4)** Il-kelliem ippropona l-approvazzjoni tar-risposta kif ipprezentata.

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**Sindku :** L-Avv. Dean Hili    **Viċi Sindku :** Raymond Lanzon  
**Kunsilliera :** Evelyn Vella Brincat, Mark Causon u Charles Cesare  
**Segretarju Eżekuttiv :** Kevin Borg

10.02. Il-Kunsillier Mark Causon issekonda.

10.03. Il-Kunsill qabel unanimament.

## **11. Approvazzjoni tal-kontijiet.**

11.01. Is-Sindku Dean Hili pprezenta l-iskeda tad-dhul u hrug. (Ara Dok. 5, 6 u 7)

11.02. Wara li l-Kunsilliera raw u skrutinaw il-kontijiet ipprezentati, is-Sindku Dean Hili ppropona l-approvazzjoni tal-kontijiet kollha kif ipprezentata.

11.03. Il-Vici Sindku Raymond Lanzon issekonda.

11.04. Il-Kunsill qabel unanimament.

## **12. Materji ohra.**

12.01. Is-Sindku Dean Hili ppropona li l-Kunsill ghandu jitlob lil TM biex jitnehhew 3 MC parking bays fi Triq Pietru D'Armenia minhabba li hemm nuqqas ta' spazju apparti l-fatt li dawn mhux qed jintuzaw mill-muturi.

12.02. Il-Vici Sindku Raymond Lanzon issekonda.

12.03. Il-Kunsill qabel unanimament.

12.04. Is-Sindku Dean Hili ppropona li jitwahhal litter bin biswit il-Bus Shelter li hemm fi Triq Gabriele Henin.

12.05. Il-Kunsillier Charles Cesare ssekonda li jekk huwa possibbli ghandhom isiru ukoll fejn Bus Stops ohra fejn m'hemmx.

12.06. Il-Kunsill qabel unanimament.

12.07. Is-Sindku Dean Hili ppropona li l-Kunsill jitlob il-permess ta' l-Enemalta biex fi Triq Camillo Sceberras bejn Triq Mons. L. Mifsud Tommasi u Triq Cassino jitwahhlu 3 lampi tad-dawl fuq arbli kif ukoll 3 ohra fi Triq L. Mifsud Tommasi, dawn ta' l-ahhar possibbilment mad-djar tar-residenti.

12.08. Il-Kunsillier Mark Causon issekonda.

12.09. Il-Kunsill qabel unanimament.

12.10. Is-Sindku Dean Hili ppropona li temporanjament jitnehha parti mill-fence li hemm wara Blokk 6 fejn hemm tal-qtates (u jerga' jsir wara) u dan biex ikun jista' jitnehha l-hafna skart li hemm u jinzabru s-sigar.

12.11. Il-Vici Sindku Raymond Lanzon issekonda.

12.12. Il-Kunsill qabel unanimament.

12.13. Is-Sindku Dean Hili ppropona li tigi rrangata parti mill-art tal-konkos li hemm fi Triq il-President Anton Buttigieg in-naha ta' wara Blokk 3 peress li hemm konkos nieqes u huwa ta' periklu.

12.14. Il-Kunsillier Charles Cesare ssekonda.

12.15. Il-Kunsill qabel unanimament.

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**Sindku :** L-Avv. Dean Hili   **Viċi Sindku :** Raymond Lanzon  
**Kunsilliera :** Evelyn Vella Brincat, Mark Causon u Charles Cesare  
**Segretarju Eżekuttiv :** Kevin Borg

- 12.16. Is-Sindku Dean Hili ghamel referenza għall-ilmenti li rcieva dwar il-planters li hemm quddiem Blokk 3 fi Triq Bice Mizzi Vassallo fejn fuq talba tar-residenti ppropona li jitnehhew il-planters li hemm fuq il-bankina għajr ta' quddiem Dar Numru 2.
- 12.17. Il-Kunsillier Mark Causon issekonda.
- 12.18. Il-Kunsill qabel unanimament.
- 12.19. Is-Sindku Dean Hili ppropona li partijiet mir-rapport annwali amministrattiv għandu jintbghat fid-djar kollha tal-lokal fil-format ta' fuljett zghir informattiv biex ir-residenti jkunu nformati dwar ix-xogħol li qed isir, speċjalment min m'għandux Facebook.
- 12.20. Il-Kunsillier Charles Cesare ssekonda.
- 12.21. Il-Kunsill qabel unanimament.
- 12.22. Il-Kunsillier Charles Cesare ssuggerixxa li l-Kunsill għandu jkompli jippublika fuq Facebook ix-xogħol li jkun qed isir fil-lokal inkluz ukoll il-vandalizmu li jsofri minnu l-Kunsill, bhal ma diga qed isir.
- 12.23. Is-Sindku Dean Hili ppropona li Kwotazzjoni 06/2014 għal servizz ta' Cash Collection għandha tigi estiza għall-perjodu ta' sena ohra. Il-kelliem zied li jekk ma jaccettawx, għandhom jinhargu offerti godda.
- 12.24. Il-Kunsillier Charles Cesare ssekonda.
- 12.25. Il-Kunsill qabel unanimament.
- 12.26. Is-Sindku Dean Hili ppropona li Kwotazzjoni 07/2014 għal servizz ta' Tindif ta' l-Ufficcju Amministrattiv għandha tigi estiza għall-perjodu ta' sena ohra. Il-kelliem zied li jekk ma jaccettawx, għandhom jinhargu offerti godda.
- 12.27. Il-Kunsillier Charles Cesare ssekonda.
- 12.28. Il-Kunsill qabel unanimament.
- 12.29. Il-Kunsillier Mark Causon irrimarka li kellu lmenti li fil-parkegg ta' bejn Pembroke Athleta FC u Gnien Pembroke qed ikun hemm drifting matul il-lejl.
- 12.30. Is-Sindku Dean Hili għalaq il-laqgħa fis-6:55pm wara li ntlahaq ftehim li l-laqgħa li jmiss ser tinzamm nhar it-Tlieta 23 ta' Gunju 2015 fil-5.30pm.



Avv. Dean Hili  
Sindku

 23/6/2015

Kevin Borg  
Segretarju Eżekuttiv



# KUNSILL LOKALI PEMBROKE

B'kollaborazzjoni ma'

## Pembroke Athleta Athletics & Triathlon

Il-Kunsill Lokali Pembroke, jixtieq jinforma lir-residenti li ser jorganizza Fun Run ta' 1.2km, Mixja ta' 3km u Ġirja għall-gost bir-roti ta' 2.4km b'konnessjoni ma' JUM il-LOKAL. Ir-Residenti tal-lokal ta' Pembroke, skejjel u għaqdiet sportivi huma mistiedna li jipparteċipaw. Persuni oħra minn barra il-lokal huma mistiedna ukoll li jieħdu sehem.

**DATA: Hadd 5 ta' Lulju 2015 HIN: Mixja fit-8.30am. Fun run fit-8.45am. Roti fid-9.00am.**

**Post: Pembroke Athleta SC – Triq Tunis. Il-FunRun/Mixja/Roti huma miftuħa għal kull eta'.**

Il-Fun Run ta' 1.2km tibda mill-Klabb Sportiv ta' Pembroke Athleta, tkompli fi Triq Tunis, għal Triq William Harding, iddur fuq il-lemin, Triq Emanuel Decelis, iddur fuq il-lemin u fuq ix-xellug biex tispicċa fil-Klabb ta' Pembroke Athleta. Il-Mixja ta' 3km tibda mill-Klabb Sportiv ta' Pembroke Athleta, għal Triq William Harding, Triq il-Mediterran, iddur fuq ix-xellug għal Triq Henin, Skola Primarja Pembroke, għall-Austrilia Hall, iddur fuq ix-xellug fi Triq Alamein, tgħaddi minn hdejn il-Kunsill Lokali Pembroke, għal Triq Normandy, għal fuq ix-xellug Triq Medjez u lemin fi Triq Tunis u tispicċa fejn il-klabb Pembroke Athleta. Il-Bike ride ta' 2.4km (żewġ dawriet) tibda mill-Klabb Sportiv ta' Pembroke Athleta, tkompli fi Triq Tunis, għal Triq William Harding, iddur fuq il-lemin, Triq Emanuel Decelis, iddur fuq il-lemin u fuq ix-xellug biex tispicċa fil-Klabb Pembroke Athleta. It-toroq kollha ser ikunu igwidati.

**Data ta' l-Għeluq: It-Tlieta 30 ta' Ġunju 2015. Parteċipazzjoni għal Fun Run/Mixja/Ġirja bir-roti huma b'XEJN. Tistgħu tikkuntatjaw:**

**Kunsill Lokali Pembroke: 2137 2111**

**Victor Camilleri Tel: 2143 3452 jew Mob: 9925 5595**

Ser tingħata midalja/ċertifikat u borża b'xi affarijiet zgħar lill-finalisti kollha. L-applikazzjonijiet għandhom jintbagħtu lill-Kunsill Lokali Pembroke waqt il-ħin ta' l-uffiċċju jew lis-Sur Victor Camilleri – 80, Mirammiti, Triq Sgħajtar, Naxxar, NXR 3312. Hija opportunita' għall-membri kollha tal-familja kbar u zgħar biex jieħdu sehem f'din il-Fun Run u Mixja bħala ċelebrazzjoni għal Jum Pembroke. Ejja u ħu Gost !!!!

-----aqta'-----

Immarka X : Fun Run ta' 1.2km \_\_\_\_ jew Mixja ta' 3km \_\_\_\_ jew Ġirja bir-roti 2.4 km \_\_\_\_

Isem u Kunjom: \_\_\_\_\_

Data ta' Twelid: \_\_\_\_\_

Indirizz: \_\_\_\_\_

Indirizz elettroniku: \_\_\_\_\_

Tel/Mob: \_\_\_\_\_

DIKJARAZZJONI: Niddikjara li jiena fiżikament tajjeb/tajba li nipparteċipa fil-fun run/mixja u ser nosserva r-regoli tal-fun run. Mhux ser inżomm responsabbli l-organizzatur jew l-isponsors jekk ikun hemm xi aċċident fiżiku, telf jew aċċident ieħor li ngarrab b'konsegwenza tal-partiċipazzjoni tiegħi fil-Fun Run/Mixja/ġirja bir-roti, li ser ssir fil- 5 ta' Lulju '15 f'Jum Pembroke.

\_\_\_\_\_  
Firma

\_\_\_\_\_  
Firma tal-Ġenitur għall-applikanti taħt it-18-il sena





# PEMBROKE LOCAL COUNCIL

In collaboration with  
**Pembroke Athleta Athletics & Triathlon**

Pembroke Local Council, would like to inform all residents that a 1.2km Fun Run, 3km Walk and 2.4km bike ride are going to be organized in conjunction with PEMBROKE DAY. All Pembroke Local residents, schools and sport clubs are invited to participate. Other persons coming from other localities are most welcome.

**DATE: SUNDAY 5th July 2015 TIME: 8.30am Walk. 8.45am Fun Run. 9.00am Bike ride.**

**Venue: Pembroke Athleta SC – Tunis road Categories: Fun Run/Walks/Bike ride. All ages.**

**Fun Run course:** Start at Pembroke Athleta Sports Club, pass Tunis Road, down to William Harding Street, turn right into Emanuel Decelis Street, turn right and left to finish at Pembroke Athleta Sports Club. **Walk course 3km:** Start at Pembroke Athleta Sports Club, William Harding Street, Mediterranean Street, turn left to Henin Street, to Pembroke Primary school, to Australia Hall, turn left to Alamein Road, continue to Normandy Road, left to Medjez Road, right into Tunis Road and finish at Pembroke Athleta. **2.4km Bike ride course: ( 2 laps )** Start at Pembroke Athleta Sports Club, pass Tunis Road, down to William Harding Street, turn right into Emanuel Decelis Street, turn right and left to finish at Pembroke Athleta Sports Club. All roads will be marshalled.

**Closing Date: Tuesday 30th June 2015. Participation for Fun Run/Walk/Bike ride are FREE.**

**Contact persons:**

**Pembroke Local Council: 2137 2111**

**Victor Camilleri on Tel: 2143 3452 or Mob: 9925 5595**

A medal/certificate and a mini goodie bag will be presented to all finishers. Applications are to be sent to Pembroke Local Council during office hours or to Mr. Victor Camilleri – 80, Mirammiti, Sghajtar Street, Naxxar, NXR 3312. It is an opportunity for all family members young and old to take part in this Fun Run and Walk in celebration of Pembroke Day. Come and have fun !!!!

-----cut-----

**Mark X : for 1.2km Fun Run \_\_\_\_, or 3km Walk \_\_\_\_, or 2.4km bike ride \_\_\_\_**

**Name & Surname:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Tel/Mob:** \_\_\_\_\_

**DECLARATION:** On acceptance of this entry I declare that I am physically fit to participate in the fun run and undertake to abide by the rules governing the fun run. I will not hold the organizers or sponsors responsible for any injury, loss or accident sustained as a consequence of my participation in Pembroke Day Fun Run/ Walk/Bike ride on 5th July 2015.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature of Parent if applicant is under 18

**Pembroke Local Council at DLG**

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Sok 1

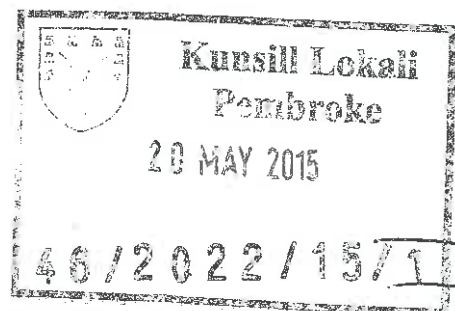
**From:** Evelyn Vella Brincat <evelynvella@brincat@gmail.com>  
**Sent:** 19 May 2015 17:00  
**To:** Pembroke Local Council at DLG  
**Subject:** Council meeting

Dear Kevin,

Please excuse me from to's meeting as I am unable to attend.

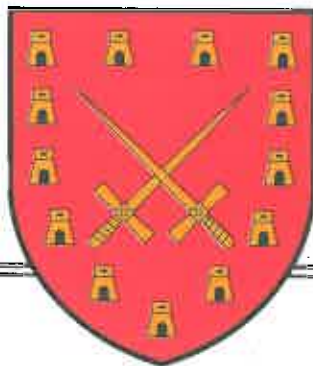
Thank you

Evelyn



**Kunsill Lokali Pembroke**

Triq Alamein  
Pembroke, PBK 1776,  
Malta  
Tel: (356) 2137 2111 Fax: (356) 2137 2555  
Web: www.pembroke.gov.mt  
e.mail: pembroke.lc@gov.mt

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*Sok 2*

Internal Memo Riferenza 07/2015

19 ta' Mejju 2015

## **Laqgħat li saru bejn il-Laqqgħa 06/K7/15 u 07/K7/15**

<b>Data</b>	<b>Suggett</b>	<b>Post</b>	<b>Min attenda</b>
21/04/2015	Laqgħa tal-Kunsill 06/K7/2015	Kunsill Lokali Pembroke	Dean Hili Ray Lanzon Evelyn Vella Brincat Mark Causon Charles Cesare Kevin Borg
22/04/2015	Laqgħa tar-Regjun bejn is-Segretarji	Ufficcju San Pawl	Kevin Borg
23/04/2015	Laqgħa tar-Regjun	Ufficcju San Pawl	Dean Hili
28/04/2015	ANSEK - waste management visit	Wied il-Ghajj	Kevin Borg
04/05/2015	Laqgħa ma' National Sports School - Mr. Paul Stoner	Kunsill Lokali Pembroke	Dean Hili Kevin Borg
05/05/2015	Laqgħa bejn il-Perit u l-kuntratturi	Kunsill Lokali Pembroke	Kevin Borg
05/05/2015	Laqgħa mas-Science Centre	Kunsill Lokali Pembroke	Dean Hili Kevin Borg

**Sindku :** Dean Hili LL. D. **Viċi Sindku :** Raymond Lanzon  
**Kunsilliera :** Evelyn Vella Brincat, Mark Causon u Charles Cesare  
**Segretarju Eżekuttiv :** Kevin Borg

07/05/2015	Laqgha ma' Transport Malta dwar l-immaniġjar tas-sit tal-Park & Ride	Kunsill Lokali Pembroke	Dean Hili Ray Lanzon Kevin Borg
07/05/2015	Laqgha dwar Jum Pembroke	Kunsill Lokali Pembroke	Dean Hili Ray Lanzon Charles Cesare Kevin Borg
11/05/2015	Smiegh il-Qorti - Kevin Xhud dwar il-kaz ta' Alfred Mazzitelli	Qorti	Kevin Borg
13/05/2015	LEAP Press Conference	Gnien Gharusa tal-Mosta	Kevin Borg
19/05/2015	Kors dwar il-GPP	CDRT	Kevin Borg



Kevin Borg  
Segretarju Eżekuttiv



Awtorizzazzjoni tas-Sindku Dean Hili sabiex tiġi ċċirkolata lill-Kunsilliera

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**Sindku** : Avv. Dean Hili, **Viċi Sindku** : Raymond Lanzon  
**Kunsilliera** : Evelyn Vella Brincat, Mark Causon u Charles Cesare  
**Segretarju Eżekuttiv** : Kevin Borg



## Kunsill Lokali Pembroke

# Rapport Annwali Amministrattiv

**2014**

### Il-Werrej

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**1.0 L-Introduzzjoni tas-Sindku****Tkompli l-Hidma Ġewwa Pembroke**

Issa li dhalna fit-tieni sena ta' hidma ta' dan il-Kunsill, nistgħu ngħidu li għalkemm komplejna fuq il-hidma fejjieda tas-sena l-oħra, kienet sena fejn Kunsill immexxi minni sab saqajh aktar fil-hidma tiegħu b'risq il-komunita' ta' Pembroke. Certament wiehed dejjem jidhrol għax-xogħol fil-Kunsilli mimli enerġija u ideat personali għalkemm meta wiehed jibda jixtarr b'mod aktar pragmatiku l-operat tal-Kunsilli u l-igijiet li jirregolaw l-operat tiegħu, faċilment dak li jkun jaqta' qalbu mill-isfidi li niltaqgħu magħhom. Minkejja kollox, Kunsill zgħir bħal tagħna għamel l-almu tiegħu kollu, u bil-limitazzjonijiet tiegħu komplejna fejn hallejna, u ħdimna mal-entitajiet kollha tal-lokal b'risq il-komunita' li ġejna nkarigati nirrapreżentaw.

Din is-sena kienet is-sena fejn wara ħafna żmien ta' stennija, l-Kunsill Lokali għaraf jaħdem bil-għaqal sabiex jakkwista il-fondi bżonjużi tal-MEPA, speċifikament mill-fond UIF sabiex b'hekk il-Kunsill embarka fuq biċċtejn xogħol l'ilhom xi żmien pendenti – senjatament ix-xogħlijiet ta' rinovar ta' tnejn mill-ġonna prinċipali li għandna fil-lokalita' Ġnien Madre Tereza ta' Kalkutta, biswit iż-żona tal-iskola primarja, u Ġnien l-4 ta' Lulju, biswit iż-żona tal-Luxol Stadium.

Indubjament biċċtejn xogħol li okkupaw lill-Kunsill għal diversi xhur u b'sens ta' sodisfazzjon ngħid li ormai ninsabu biss ftit ġimgħat il-bogħod sakemm dawn iż-żewġ proġetti jiġu konklużi b'mod definittiv.

Minkejja dan il-Kunsill ikkummisjona wkoll rapporti dwar l-istat tal-latrini pubbliċi kollha li għandna fil-lokalita' tagħna, ewlenin fosthom il-latrini li jinsabu f'dawn iż-żewġ ġonna hawn fuq imsemmija. B'dispijaċir ngħid li snin ilu meta nħareġ it-tender għar-rinovar tal-istess ġonna l-istess ġonna ma kellhomx il-ħtieġa li jkopri wkoll il-latrini minħabba li sa dak iż-żmien, numru ta' snin ilu, l-istat tal-istess latrini kien wiehed sodisfaċenti u aċċettabbli. B'sens ta' dieqa ngħid li dawn il-latrini tħallaw għal riħhom matul is-snin u tul dinis-sena konna ninsabu f'sitwazzjoni fejn prattikament kien hemm bżonn urġenti ta' manutenzjoni estensiva. Ammont sostanzjali ta' materjal inxtara u effettivament sar xogħol siewi biex mill-ġdid ergajna ftaħna l-latrini pubbliċi fil-lokalita' tagħna, bil-manutenzjoni jassumih kuntrattur partikolari skond tender li wkoll fassal dan il-Kunsill.

B'hekk issa l-Kunsill ikkonkluda x-xogħlijiet fuq il-ġonna ewlenin tiegħu li kollha huma attrezzati bi *play equipment* modern u ta' livell għoli, u li issa huma wkoll attrezzati b'latrini adegwati.

Il-livell tat-tabelli tat-toroq kien ukoll waqa' xi ftit lura. Kien għalhekk li l-Kunsill ħa ħsieb iħejji rapport tal-istat tat-tabelli kollha li għandna fil-lokalita', sabiex konna f'pożizzjoni nipproponu l-pass li jmiss. Għad fadal ħafna xogħol xi jsir iżda ħassejna li jkun għaqli li nibdew primarjament mill-ismijiet tat-traffiku kollha, u sinjali ta' STOP – spiża li effettivament giet tqarreb it-€8,000. Komplejna tul l-aħhar xhur bi bdil ta' tabelli li ma kienux għadhom tajbin għall-użu, u x-xogħol f'dan ir-rigward għadu għaddej sa llum.

Fix-xhur li għaddew il-Kunsill, wara li għal dawn l-aħħar snin għamel użu mis-servizzi ta' kollettur partikolari, kien jeħtieġu joħroġ it-tender tal-ġbir tal-iskart mill-ġdid. B'sens ta' sodisfazzjon ngħid li l-Kunsill ħa l-ħin tiegħu, iltaqa' mal-offerenti kollha sabiex jifhem aħjar is-sottomissjonijiet u l-kontenut tal-offerti kollha, u għamel deċiżjoni nformata, trasparenti u dettaljata, għalkemm kulhadd jaf x'inhi s-sitwazzjoni f'diversi lokalitajiet u b'liema mod dawn it-tenders qiegħdin jiġu kkontestati. Kien għalhekk li llum qiegħdin

**1.0 L-Introduzzjoni tas-Sindku**

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fpożizzjoni komda sabiex ngħidu li saret transizzjoni minn kollettur għal ieħor mingħajr xkiel, wara li ma gie sottomess l-ebda appell mingħand l-ebda offerent u li llum qiegħdin ngawdu minn servizz modern, b'emmissjonijiet baxxi ħafna. Bil-biċċa xogħol siewja li saret fuq dan it-tender, il-kitba, ħruġ, u l-aġġudikar tiegħu, il-lokalita' llum qiegħda tgawdi s-servizzi ta' kollettur b'vetturi ta' livelli għolja ħafna.

Il-Kunsill matul is-snin dejjem saħaq fuq l-indafa, partikolarment minħabba l-artijiet pubbliċi kollha li għandna x-xorti ngawdu madwarna. Din l-aħħar sena rat lill-Kunsill jaħdem flimkien mal-MTA sabiex ic-cycle track li tgħaddi minn ġol-isbaħ parti protetta tal-kampanja Maltija tingħata aktar prominenza, wara li giet uffiċjalment inawgurata mill-Onor. Edward Zammit Louis. Rat ukoll l-installazzjoni ta' numru ta' bins f'siti pubbliċi, u kif ukoll dog litter bins fit-toroq l-aktar prominenti tal-lokalita' u l-pajsaġġ ta' Pembroke sabiex kemm jista' jkun ix-xogħol tajjeb li llum qiegħed isir mill-kuntratturi nkarigati mit-tindif pubbliku jiġi kkonsolidat.

L-inizjattivi favur l-identita' tal-lokalita' komplew ukoll b'diversi sigar li ġew imħawwla madwar il-lokalita' u b'sodisfazzjon ngħid ukoll li konna waħda mill-lokalitajiet li ħawwilna numru ta' sigar li ġew rilokati minn Triq il-Kosta għal ġewwa Pembroke. Fuq inizjattiva tal-kumpless Baystreet saret ukoll clean-up f'żona partikolari tal-lokalita' u ġew għal darb'oħra mħawwla sigar ġodda. Inizjattiva oħra akienet bil-koperazzjoni ta' 34U fejn bi sponsor ta' kumpanija privata, tħawlu madwar 200 xitla oħra.

Indubjament il-maġġor parti tar-residenti japprezzaw dawn l-isforzi u għandhom tassew l-ambjent tagħna għal qalbhom tant li għal darb'oħra l-lokalita' tagħna rebħet il-Best Overall Performance fil-GreenPak Awards għal dak li għandu x'jaqsam ma skart riċiklabbli.

Matul l-aħħar sena rajna waħda mill-wieġħdiet tal-Gvern Ċentrali tħalli l-frott tagħha. Bl-għajjnuna tal-Kunsill, l-BMX Malta organnizzaw il-ftuħ uffiċjali tal-indoor skate park fejn il-kuntratturi tal-Kunsill impenjaw ruħhom sabiex sar xogħol ta' tindif estensiv fiż-żona li sa ftit snin ilu ma kienetx tiġi utilizzata bl-ebda mod. Illum, iż-żgħażaġh tagħna għandhom sit ieħor fejn jipprattikaw dan l-isport, u matul is-sena kollha. Ta' min ifakkar ukoll li preżenti għall-ftuħ uffiċjali kien hemm ukoll il-Ministru Onor. Michael Farrugia, u l-Onor. Prim Ministru Joseph Muscat.

Propju din il-is-sena wkoll gie konkluż proċess li jmur lura tas-snin, fejn ir-residenti ta' Sit A Blokki 1 sa 4 fi Triq Pietru Darmania, zona tal-Housing viċin l-akwati ta' San Ġorġ bdew igawdu minn dawl ġdid li ormai gie installat. Kienet l-amministrazzjoni preċedenti li wara li bieghet il-propjeta' kollha f'din iż-żona, ħalliet ix-xogħol nofs leħja mingħajr l-anqas ma installat dawl fil-parti tal-landscaping. Il-Kunsill ħass li din kienet ingustizzja kbira max-xerrejja ġenwini u sa mill-ewwel ftit granet beda pressjoni mal-Awtorita' tad-Djar sabiex din l-anomalija tiġi ratifikata. Bi pjaċir ngħid li wara numru ta' laqgħat, illum qiegħdin naraw li dan id-dawl, bl-għajjnuna wkoll tal-Enemalta, tqabba mad-dawl tat-toroq, bil-konsum jassumih il-Gvern, l-ispiża tal-infrastruttura tibqa' tal-Awtorita' tad-Djar, u l-Kunsill jassumi l-maintenance. Minn hawnhekk għal darboħra l-Kunsill jirringrazzja lill-Awtorita' tad-Djar l'ikkoperat bis-sħiħ mal-Kunsill f'din il-kwistjoni u daħlet għal spiża li telgħet għal madwar €20,000.

Il-pass naturali li kien imiss huwa li tiġi rrangata l-installazzjoni li hemm fl-istess triq madwar Sit A Blokki 5 sa 11. Hawn jidher li kien sar xogħol b'materjal inferjuri, u li għal dawn l-aħħar snin l-arbli u l-globi li kienu ġew installati spiċċaw iddeterjoraw bil-

**1.0 L-Introduzzjoni tas-Sindku**

konsegwenza li qed ikun hemm dlam ċappa. Hawn ukoll il-Kunsill iddiskuta fit-tul ma' l-Awtorita' tad-Djar biex intlaħaq kompromess fejn l-Awtorita' ser tiffinanzja l-ispiza kapitali u l-Kunsill ser jidhol għaż-żamma u l-manutenzjoni tal-lampi, li dawn ukoll ser jitqabdu mas-sistema ta' street lighting. Dan il-proġett huwa stmat li ser jiġi jiswa madwar €35,000 u li għandu jkun lest sa qabel is-Sajf li ġej.

Minn barra dawn il-lampi, il-Kunsill installa lampi ukoll fiż-żona ta' San Patrizju u fit-tarf ta' Triq il-Mediterran. Saru applikazzjonijiet li ġew approvata riċentament biex isir aktar dawl biswit il-Pembroke Scouts Group, fi Triq Ignazio Gavino Bonavita u wara Blokk 7 fi Triq Patri Serafin Zarb. Dan ix-xogħol huwa previst li jibda aktar tard fis-sena 2015 u jkun konkluz sas-Sajf.

Dan il-Kunsill ħa ħsieb ukoll jorganizza diversi attivitajiet sportivi, filantropiċi u oħrajn soċjali. Rajna fost oħrajn l-attivitajiet ta' ġbir ta' ħwejjeg b'risq l-Inspire, l-attivitajiet relatati ma' Jum il-Lokal, u l-partecipazzjoni mill-ġdid tal-Kunsill fil-MOVE Week 2014 fejn ġiet organizzata mixja għar-residenti li ġew inkoraġġiti jagħtu donazzjoni ta' €2 għall-Istrina. Sar ukoll għall-ewwel darba f'dan il-Kunsill, party għat-tfal fi żmien il-Karnival.

Ġew estiżi l-ħinijiet tal-librerija b'dan illi l-Kunsill jinsab ukoll fi trattattivi sabiex din tiġi estiża, u jekk ikun hemm il-ħtieġa, rilokata sabiex din tkompli tifjorixxi.

Dan il-Kunsill jemmen li bil-limitazzjonijiet tiegħu, l-uffiċini għandhom iservu wkoll skop edukattiv. B'dan il-ħsieb saru diversi korsijiet flimkien mal-Malta Communications Authority.

Konna wkoll partecipi u tajna l-kontribut tagħna fl-organizzazzjoni tal-ewwel edizzjoni tas-Science Safari 2014 organizzat mill-Pembroke Science Centre. Preżenti wkoll għal din l-attivitajiet kien hemm l-Onor. Evarist Bartolo.

Saru diversi laqgħat importanti wkoll, partikolarment laqgħat mar-residenti Blokk 4, Triq Sir Luigi Preziosi sabiex ġew indirizzati l-ħsiebijiet tagħhom fil-preżenza tal-periti tal-FTS rigward l-iżvilupp tal-iskola nazzjonali tal-isport. Saret ukoll laqgħa mal-Onor. Chris Cardona sabiex il-Kunsill kien f'pożizzjoni jressaq il-kummenti u s-suggerimenti tiegħu rigward l-iżvilupp tal-White Rocks, kif ukoll jinforma ruħu dwar il-ħsiebijiet tal-Gvern għal din iż-żona partikolari. Saret laqgħa ta' konsultazzjoni pubblika fil-preżenza tal-Onor. Emmanuel Mallia dwar il-bon ordni fil-lokalita'. Illum il-ġurnata wkoll il-Kunsill qiegħed ikun partecipi f'l-*steering committee* mwaqqaf mill-MTA dwar il-Pembroke Garigue Park.

Din is-sena ġew ukoll organizzati l-Pembroke Swieqi Road Races mis-sezzjoni tal-Atletika fi ħdan il-Pembroke Athleta Sports Club, propju l-għoxrin edizzjoni. Il-Kunsill għal darb'oħra ħa ħsieb jgħin fil-promozzjoni ta' din l-attivitajiet li mill-ġdid kienet suċċess kbir għal klabb.

Din is-sena reġa' wkoll twaqqaf il-Kunsill taż-żgħażaġħ. Partecipi fuq l-istess Kunsill hemm l-ambaxxatur lokali għaż-żgħażaġħ, is-sur Kurt Mizzi li minn żmien għal żmien qiegħed jiġi mistieden jikkontribwixxi bit-talenti varji tiegħu fix-xogħol tal-Kunsill.

Riċentament ukoll, il-laqgħat tal-Kunsill bdew jiġu *streamed* live, permezz tal-internet.

Fi tmiem is-sena l-Kunsill beda ukoll il-proċess dwar manutenzjoni u bini mill-ġdid ta' bankini fejn l-ewwel xogħlijiet ser ikunu fuq il-bankina ta' Triq Camillo Sceberras, parti



**1.0 L-Introduzzjoni tas-Sindku**

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mill-bankina fi Triq il-Mediterran kantuniera ma' Triq Pietru Darmania, bankina ġdida tul Triq Mandalay, bankina ġdida tul Triq Burma kif ukoll bdew it-tnejniet biex il-Kunsill japplika mal-MEPA biex fi Triq Walter Ganado fil-viċinanzi ta' Blokk 5 jiġu nstallata żewġ Bus Shelters ġodda.

Il-Kunsill għamel talbiet ukoll biex fi Triq Casisno tiġi nstallata sistema ta' Pelican Lights kif ukoll Belishia Beckons ma' kull zebra crossing li hawn fil-lokal.

Fuq talba tal-Kunsill ukoll ġew installata Pelican Lights fi Triq il-Professur Walter Ganado. Il-Kunsill wara talba li kienet saret mir-residenti ha' nstallazzjoni ta' crash barrier quddiem Trejjet Pietro Rossell.

Żgur li kull min ha' dem fl-isfera tal-Kunsilli Lokali jista' japprezza x-xogħol voluminuż li jsir ta' kuljum. Minn hawn niringrazzja lill-Kunsilliera sħabi, il-Viċi Sindku Ray Lanzon, il-Kunsillier Mark Causon, lill-Kunsilliera Evelyn Vella Brincat u lis-sur Charles Cesare, u lill-istaff amministrattiv immexxi mis-Segretarju Eżekuttiv is-sur Kevin Borg. Jibqa' l-fatt li ma nistgħu qatt ngħidu li ma fadalx xogħol xi jsir; ċertament li kieku l-Kunsilli Lokali kellhom jinagħtaw fondi bla limitu konna insibu fejn ninvestuhom, madanakollu jehtiegħ naħdmu fil-limitazzjonijiet li għandna u nittamaw li l-operat tagħna, b'għaḡal, iħalli l-frott mixtieq.



**Avv. Dean Hili**  
**Sindku**

**2.0 Il-Kunsill****2.1 Il-Kunsill**

L-Elezzjoni tas-Seba' Legislatura tal-Kunsill saret f'Marzu ta' l-2013 u l-Ħatra tal-Ġurament saret fl-aħħar jiem ta' Marzu stess ta' l-2013.

Iż-Żmien tat-tmexxija tas-Seba' Legislatura tal-Kunsill huwa mill-1 t'April 2013 sal-31 ta' Marzu 2019. Il-Kunsill huwa kostitwit minn :-

<b>Kariga</b>	<b>Isem u Kunjom</b>	<b>Rappreżentant</b>
<b>Sindku</b>	<b>I-Avv. Dean Hili</b>	<b>Partit Laburista</b>
<b>Viċi Sindku</b>	<b>Is-Sur Raymond Lanzon</b>	<b>Partit Laburista</b>
<b>Kunsillier</b>	<b>Is-Sinjura Evelyn Vella Brincat</b>	<b>Partit Nazzjonalista</b>
<b>Kunsillier</b>	<b>Is-Sur Mark Causon</b>	<b>Partit Laburista</b>
<b>Kunsillier</b>	<b>Is-Sur Charles Cesare</b>	<b>Partit Nazzjonalista</b>

B'effett minn Novembru 2013, fil-Kunsilli Lokali ġew introdotta l-Ambaxxaturi taż-Żgħażaġh Lokali fejn il-Kunsill Lokali Pembroke nnomina lis-sur Kurt Mizzi.

**Sotto Kumitati**

<b>Chairman</b>	<b>Sotto Kumitat</b>
<b>Sindku L-Avv. Dean Hili</b>	<b>Kumitat -</b> Finanzi; Relazzjonijiet pubbliċi Lokali u Internazzjonali; Ordni Pubblika (inkluż materja legali u relazzjonijiet mal-Pulizija, il-Gwardjani Lokali u l-Kumitat Reġjonali); Awtorita' ta' l-Ippjanar; Informazzjoni Ġenerali; Proġetti Kapitali u Infrastrutturali; Tfassil ta' kuntratti tal-Kunsill u sorveljanza fuq it-tweġġieq tagħhom; Editur tal-pubblikazzjonijiet kollha tal-Kunsill u komunikati uffiċjali tal-Kunsill; Staff Amministrattiv u Haddiema assenjati mal-Kunsill; Relazzjonijiet maż-żgħażaġh tal-lokal inkluż il-Kunsill taż-żgħażaġh; Ko-ordinament ma' l-għaqdiet sportivi, Scouts, Knisja u NGO's; Tfassil u tweġġieq ta' bye laws; Rappreżentant ta' ECAD Advisory Board, MIEMA u Anna Lindth Foundation.
<b>Viċi Sindku Raymond Lanzon</b>	<b>Kumitat -</b> Rappreżentant NHDJC inkluż iż-żamma u l-manutenzjoni tad-dawl fit-toroq; Anzjani nkluz il-ko-ordinament ma' l-Għaqda Anzjani Pembroke; Konservazzjoni, Ħarsien u titjeb ta' l-ambjent kollu fil-lokal; Customer care handling (ilmenti); Housing; Aktivitajiet Soċjali, Kulturali u tal-massa nkluz open days eċċ.
<b>Kunsillier Evelyn Vella Brincat</b>	<b>Kumitat -</b> Ħarsien ta' Bini Storiku; Turizmu; Konfini; Single Parents; Saħħa; Persuni u familji bi bżonnijiet speċjali; Aktivitajiet u Inizjattivi oħra favur il-ħarsien, kura, u drittijiet tal-annimali.

**2.0 Il-Kunsill**

<b>Kunsillier Mark Causon</b>	Kumitat -	Applikazzjonijiet għall-fondi tal-EU u implimentazzjoni tal-proġetti relatati mal-EU inkluż dawk edukattivi u ambjentali; Informazzjoni nkluz I.T., Web Page, Facebook, eċċ; Librerija, Edukazzjoni; Kultura; Organizazzjoni ta' kull tip ta' laqgħat t'informazzjoni u korsijiet.
<b>Kunsillier Charles Cesare</b>	Kumitat -	Settur Kummerċjali; Liċenzji u Permessi; Traffiku u Servizzi Pubbliċi; Trasport Pubbliku;

**Staff**

<b>Impjegat</b>	<b>Grad</b>	<b>Bidu t'impjieg</b>	<b>Tmiem t'impjieg</b>
Kevin Borg	Segretarju Eżekuttiv	1 ta' Settembru 1997	
Alison Grixti	Assistent Uffiċjal Prinċipali	15 t'Ottubru 2000	
Kirsty Rizzo	Uffiċjal Eżekuttiv	1 ta' Lulju 2008	

Il-Kunsill jagħmel użu wkoll mis-servizzi ta' :-

<b>Servizz</b>	<b>Isem / Kumpanija</b>	<b>Rimarki</b>
<b>Project Manager u Perit</b>	Building & Design Construction	Sorveljanza fuq kuntratti ta' xogħlijiet infrastrutturali
<b>Avukat</b>	Alexia Joy Farrugia Zrinzo & Stefan Zrinzo Azzopardi	Konsulenza Legali
<b>Accountant</b>	Romina Perici Ferrante	Konsulenza Finanzjarja
<b>Contracts Manager</b>	Raphael Carabott	Sorveljanza fuq kuntratti ta' servizzi

## 2.0 Il-Kunsill

## 2.2 Attenzenza għal-laqgħat tal-Kunsill.

Kariga	Isem u Kunjom	Rappreżentant
Sindku	I-Avv. Dean Hili	Partit Laburista
Viċi Sindku	Is-Sur Raymond Lanzon	Partit Laburista
Kunsillier	Is-Sinjura Evelyn Vella Brincat	Partit Nazzjonalista
Kunsillier	Is-Sur Mark Causon	Partit Laburista
Kunsillier	Is-Sur Charles Cesare	Partit Nazzjonalista

Attenzenza għall-Laqqgħat tal-Kunsill Lokali Pembroke								
P = Preżenti    A = Assenti    S = Skużat								
Sena :- L-1 ta' Jannar sal-31 ta' Dicembru 2014								
Data	Is-Sindku Dean Hili	Il-Viċi Sindku Ray Lanzon	Il-Kunsillier Evelyn Vella Brincat	Il-Kunsillier Mark Causon	Il-Kunsillier Charles Cesare	L-Ambaxxatur taż-żgħirażgħ Kurt Miza	Is-Segretarju Eżekuttiv K. Borg	Numru tal-Laqqgħa
06/01/2014	P	P	P	P	P	S	P	01 IK7/ 2014
17/01/2014	P	P	S	P	P	S	P	02 IK7/ 2014
21/01/2014	P	P	P	P	P	P	P	03 IK7/ 2014
11/02/2014	P	P	P	P	P	P	P	04 IK7/ 2014
11/02/2014	P	P	P	P	P	P	P	05 IK7/ 2014
06/03/2014	P	P	P	P	P	S	P	06 IK7/ 2014
25/03/2014	P	P	S	P	P	S	P	07 IK7/ 2014
15/04/2014	P	P	P	P	P	P	P	08 K7 2014
15/04/2014	P	P	P	P	P	P	P	09 K7 2014
06/05/2014	P	P	P	P	P	S	P	10 K7 2014
26/05/2014	P	P	P	P	P	P	P	11 K7 2014
30/06/2014	P	P	P	P	P	P	P	12 K7 2014
22/07/2014	P	P	P	S	P	S	P	13 K7 2014
26/08/2014	P	P	S	P	P	S	P	14 K7 2014
23/09/2014	P	P	P	P	P	P	P	15 K7 2014
21/10/2014	P	P	P	S	P	P	P	16 K7 2014
18/11/2014	P	P	P	P	S	P	P	17 K7 2014
16/12/2014	P	P	P	S	P	A	P	18 K7 2014
18/12/2014	P	P	P	A	P	P	P	19 K7 2014
Totali	100.00%	100.00%	84.21%	78.95%	94.74%	57.89%		

***Il-Finanzi u l-Hidma tal-Kunsill (ikompli)*****3.1 Il-Finanzi tal-Kunsill**

Matul is-sena finanzjarja li għaddiet, il-Kunsill Lokali Pembroke għamel l-almu tiegħu biex jaqdi l-funzjonijiet li hemm indikati fl-Att XV ta' l-1993 u dan sar bi sforz kbir biex ma jispiċċax b'xi bilanċ negattiv fil-kotba finanzjarji tiegħu. Fl-aħħar ta' Diċembru 2014 il-Bilanċ kien ta' **€ 315,737.25**. Dan l-ammont kien maqsum hekk :-

<b>009010703 050</b>	HSBC - Saving Account	<b>€ 64,465.21</b>
<b>009010703 001</b>	HSBC - Current Account	<b>€ 49,950.81</b>
<b>009010703 100</b>	HSBC - Fixed Account - 16/01/2014	<b>€ 250,000.00</b>
<b>40021345911</b>	BOV - Current Account	<b>€ 1,199.80</b>
	Uncashed Chqs HSBC	<b>-€ 49,151.51</b>
	Uncashed Chqs BOV	<b>-€ 960.00</b>
	Petty Cash	<b>€ 232.94</b>
<b>Total</b>		<b>€315,737.25</b>

Minn dan il-bilanċ ta' **€ 315,737.25** il-Kunsill għandu jagħmel dan l-aġġustament :

Naqqas Accruals (Xogħol lest li għadu ma tħallasx)	(21,749.00)
Naqqas Current Deferred Income (Government Grants)	(5,729.00)
Żied Pre Payments	1,383.00
Żied Accrued Income - Insurance claim	2,947.00
Żied Accrued Income - Interessi tal-banek	33.00
Żied Accrued Income - Kontribuzzjoni mill-MTA	375.00
Żied Accrued Income - Kumitati Reġjonali	377.00
Żied Accrued Income - Skema Libreriji Pubbliċi	503.00
Żied Inventarju	2,108.00
Żied Debituri	48,626.00
Naqqas Kredituri	(37,108.00)
Naqqas Future Commitments	0.00
<b>Total</b>	<b>(8,234.00)</b>
<b>Bilanċ finali</b>	<b>€307,503.25</b>

### **3.2 Il-Hidma tal-Kunsill**

Ir-responsabilitajiet li kellu l-Kunsill għas-sena finanzjarja 2014 kienu:

1. **Ġbir u ġarr ta' Żibel u Skart domestiku**
2. **Tindif tat-Toroq**
3. **Tindif u Manutenzjoni ta' Latrini Pubbliċi**
4. **Tiswija u Manutenzjoni tat-Toroq**
5. **Tindif u Manutenzjoni tax-Xtut u Bajja**
6. **Manutenzjoni ta' Sinjali u Marki tat-Toroq**
7. **Tindif u Manutenzjoni ta' Ġonna Pubbliċi**
8. **Tindif u Manutenzjoni ta' Toroq u partijiet mhux Urbani**
9. **Żamma, manutenzjoni u nstallazzjoni ta' dwal tat-toroq.**

#### **Ġbir u ġarr ta' żibel u Skart domestiku**

Il-kuntratt tal-ġbir ta' skart qed isir fuq bażi regolari nhar ta' Tnejn, Erbgħa, Ħamis, Ġimgħa u Sibt u kien ikkumplementat bis-servizz tal-'Bulky Refuse Collection'. Darba fil-ġimgħa sar ġbir ta' skart domestiku goff, b'hal m'huma saqqijiet eċċ u dan minn wara l-bieb tal-persuna kkonċernata. Il-ħlas ta' dan is-servizz sar mill-Kunsill Lokali. F'każijiet fejn għad hemm nies li m'humiex konxji ta' l-ambjent u jittgħu skart goff f'xi nħawi, l-Kunsill ħa azzjoni biex dan jiġi mneħħi kemm jista' jkun malajr. Tkomplet ukoll is-sistema ta' l-użu ta' l-iskips tas-separazzjoni liema servizz jingħata b'effiċjenza. Din is-sena tkompla wkoll is-servizz ta' ġbir ta' skart separat mid-djar, servizz li qed isir fuq bażi Nazzjonali nhar ta' Tlieta.

Il-Kunsill flimkien u bil-koperazzjoni ta' GreenPak, minn żmien għal żmien, iqassam f'kull dar fil-lokal, notifika lir-residenti fejn jiġu mitluba jiġbru mill-Kunsill paketti ta' boroż mingħajr ħlas biex fihom jingabar skart għar-riċiklaġġ.

Hawn ta' min jinnota li mill-iskema ta' GreenPak, il-lokal ta' Pembroke wieħed mill-uniċi fejn f'gimghat partikulari laħaq il-kwota Nazzjonali.

#### **Tindif tat-Toroq**

Għal darb'oħra l-Kunsill ħa ħsieb sabiex il-lokalita' tinżamm fi stat nadif. Il-knis qed jsir f'kull triq tal-lokal darba fil-ġimgħa filwaqt li fit-toroq u żoni prinċipali l-knis isir darbtejn fil-

***Il-Finanzi u l-Hidma tal-Kunsill (ikompli)***

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gimgha. Sar xogħol biex il-ħaxix li jikber mal-bankini, qed jinqata' kemm jista' jkun ta' spiss.

**Tindif u Manutenzjoni tal-Latrini Pubbliċi**

Il-Latrini li għandna fil-gonna tal-lokal, din is-sena nżammu magħluq sakemm saret il-manutenzjoni li kien hemm bżonn. Fil-frattemp inħarġet sejha pubblika biex intagħžel il-kuntrattur li ser jieħu ħsieb iż-żamma u l-manutenzjoni tagħhom.

**Tiswija u Manutenzjoni tat-Toroq**

Din is-sena sar xogħol ta' rutina. Qatt m'hu biżżejjed iżda matul is-sena li għaddiet sar xogħol ta' patching fit-toroq kollha fejn kien hemm bżonn kif ukoll li kien hemm każijiet li numru ta' toroq minnhom sar patching fihom għal aktar minn darba.

**Tindif u Manutenzjoni tax-Xtut u Bajja**

Dan sar fuq bażi regolari skond il-kuntratt u kien wieħed sodisfaċenti. Ta' min jinnotta li l-Kunsill mhux qed iħallas għal dan is-servizz peress li qed jiġi offrut mill-Gvern Ċentrali mingħajr ħlas.

**Manutenzjoni ta' Sinjali u Marki tat-Toroq**

Ix-Xogħol tat-tabelli qed isir minn kuntrattur privat fejn il-kwalita' hija tajba għalkemm l-effiċjenza m'hiex daqstant. Sfortunatament il-problema prinċipali hija li t-tabelli tat-traffiku jiġu vandalizzati frekwentament u b'hekk il-Kunsill qed ikollu spiża li tista' tiġi ffrankata bi ftit koperazzjoni minn kulhadd.

**Tindif u Manutenzjoni tal-Ġonna Pubbliċi u siġar oħra**

Il-Kunsill ħa ħsieb li kemm il-Ġnien Madre Teresa ta' Kalkutta, jiġifieri dak ta' Triq Camillo Sceberras kif ukoll Ġnien 4 ta' Lulju li jinsab fi Triq Jum Pembroke jiġu mnaddfa regolarment.

Dwar il-manutenzjoni, din is-sena l-Kunsill ikkonkluda x-xogħol t'upgrading li sar fuq iż-żewġ gonna, liema spiża fil-magħġor parti giet koperta bl-UIF (Urban Improvement Funds)

***Il-Finanzi u l-Hidma tal-Kunsill (ikompli)*****Tindif u Manutenzjoni ta' Areas mhux Urbani u Open Areas**

Din is-sena sar xogħol ta' rutina. Qatt m'hu biżżejjed iżda matul is-sena li għaddiet sar xogħol ta' patching fit-toroq kollha fejn kien hemm bżonn kif ukoll li kien hemm każijiet li numru ta' toroq minnhom sar patching fihom għal aktar minn darba.

**Tindif u Manutenzjoni ta' Soft Areas**

Din is-sena sar xogħol ta' rutina. Qatt m'hu biżżejjed iżda matul is-sena li għaddiet sar xogħol ta' patching fit-toroq kollha fejn kien hemm bżonn kif ukoll li kien hemm każijiet li numru ta' toroq minnhom sar patching fihom għal aktar minn darba.

**L-Amministrazzjoni**

Bħala kumment dwar l-amministrazzjoni ta' l-Uffiċċju, nixtieq ngħid li dan ikun miftuħ regolarment mit-Tnejn sal-Ġimgħa f'hinijiet stabbiliti mill-Kunsill kif ukoll wara li saret ir-riforma, nhar ta' Sibt kif mitlub mid-Dipartiment għall-Gvern Lokali. Fl-Uffiċċju issib lis-Segretarju Eżekuttiv Kevin Borg u lis-Sinjura Alison Grixti u lis-Sinjorina Kirsty Rizzo bħala skrivani Full Time.

Dawn il-persuni dejjem ikunu lesti jagħmlu l-almu tagħhom biex jilqgħu l-ilmenti u jippruvaw, meta jkun possibbli, jsibu soluzzjoni għall-problemi li jinqalgħu għalkemm dan mhux dejjem ikun possibbli.

**Assenjar ta' persuni mill-ETC**

Tul din is-sena, għal xi xhur, il-Kunsill kellu assenjat ħaddiem mill-ETC liema ħaddiem qed jagħmel 30 siegħa xogħol fil-ġimgħa, liema xogħol jinkludi xogħol ta' manutenzjoni generali.

**Konkluzjoni**

Għaddiet sena oħra ta' ħidma ntensiva mill-Kunsill. Sena li fiha saru diversi diskussjonijiet ma' membri tal-Gvern dwar proġetti u inizjattivi li ser isiru fil-lokal fis-snin li ġejja u għalhekk il-Kunsill ħa ħsieb li jressaq il-kummenti u l-pożizzjoni tiegħu dwar dak li ser jiolqot iol-lokal.

 15/5/15

**Kevin Borg**  
Segretarju Eżekuttiv



## 4.0 Il-Varjazzjonijiet fid-Dhul u fl-Infiq

## 4.1 L-Iskeda tal-Varjazzjonijiet konsolidati fid-Dhul u fl-Infiq

Nru. tal-Kont	DESKRIZZJONI	c	b	c	a-b/b-a	a-c/c-a
		2014	2014	2013	VARJANZA	VARJANZA
		ATTWALI	ESTMI	ATTWALI	ATTWALI/ESTM	ATTWALI
		€	€	€	€	€
<b>2</b>	<b>Id-Dhul</b>					
0000	Mill-Gvern	397,938.00	357,584.00	368,783.00	40,354.00	29,155.00
0020	Il-'Bye-law s'	15,863.00	4,687.10	119,842.00	11,175.90	-103,979.00
0090	L-Investment	1822.00	1800.00	3,473.00	-178.00	-1851.00
0100	Generali	2,018.00		5,959.00	2,018.00	-3,941.00
	<b>TOTAL</b>	<b>417,441.00</b>	<b>364,071.10</b>	<b>498,057.00</b>	<b>53,369.90</b>	<b>-80,616.00</b>
<b>1</b>	<b>L-Infiq</b>					
1000	Is-Salarji	83,846.00	83,973.00	80,983.00	127.00	-2,863.00
2000	Manutenzjoni u Xoghlijiet ohra	240,991.00	362,275.60	344,410.00	121,284.60	103,419.00
7000	L-Infiq Kapitali	71,564.00	10,750.00	4,209.00	-60,814.00	-67,355.00
	<b>TOTAL</b>	<b>396,401.00</b>	<b>456,998.60</b>	<b>429,602.00</b>	<b>60,597.60</b>	<b>33,201.00</b>
	<b>Bilanc</b>	<b>21,040.00</b>	<b>-92,927.50</b>	<b>68,455.00</b>	<b>-7,227.70</b>	<b>-113,817.00</b>
	Opening Cash and Bank Balances - 01/01/2014			238,922.00		
Add	Grant Received			66,391.00		
Less	Grant Absorbed			-21,377.00		
Less	Current Deferred Grant			2,527.00		
	Long Term Liability re Council Premises					
	Future Commitments					
Add:	Balance (Surplus/(Deficit))			21040.00		
	<b>Available Funds</b>			<b>307,503.00</b>		

**Noti:**

## Il-Varjazzjonijiet fid-Dhul u fl-Infliq (Ikompli)

## 4.2 L-Iskeda tal-Varjazzjonijiet fid-Dhul fid-Dettall

Nru. tal-Kont	DESKRIZZJONI	a	b	c	a-b	a-c
		2014 ATTWALI €	2014 ESTMI €	2013 ATTWALI €	VARJANZA ATTWALI - ESTMI €	VARJANZA ATTWALI €
<b>2</b>	<b>Id-Dhul</b>					
<b>0000</b>	<b>Mill-Gvern ( Brought Forward )</b>					
0001	Annw ali	354,083.00	354,084.00	354,401.00	-100	-318.00
0002	Supplimentari	43,855.00		14,382.00	43,855.00	29,473.00
0003	Bzonnijiet Speċjali		3,000.00		-3,000.00	
0004	Delegazzjonijiet Pubbliċi/Governattivi					
0015	Hwejjeg Ohra		500.00		-500.00	
		<b>397,938.00</b>	<b>357,584.00</b>	<b>368,783.00</b>	<b>40,354.00</b>	<b>29,155.00</b>
<b>0020</b>	<b>Il-'Bye-Laws'</b>					
0021	Servizzi Komunitarji	2,070.00	587.10	1,170.00	1,482.90	900.00
0036	Ksur tal-'bye-law s'			483.00		-483.00
0056	Ghotijiet Sponsorjali	100.00	100.00	1,000.00		-900.00
0066	Generali	13,693.00	4,000.00	117,189.00	9,693.00	-103,496.00
		<b>15,863.00</b>	<b>4,687.10</b>	<b>119,842.00</b>	<b>11,175.90</b>	<b>-103,979.00</b>
<b>0090</b>	<b>Investiment</b>					
0091	Inghax tal-Bank	1,622.00	1,800.00	3,473.00	-178.00	-1,851.00
0096	Sigurtajiet tal-Gvern					
		<b>1,622.00</b>	<b>1,800.00</b>	<b>3,473.00</b>	<b>-178.00</b>	<b>-1,851.00</b>
<b>0100</b>	<b>Generali</b>					
0110	Donazzjonijiet			400.00		-400.00
0120	Kontribuzzjonijiet	2,018.00		5,559.00	2,018.00	-3,541.00
		<b>2,018.00</b>		<b>5,959.00</b>	<b>2,018.00</b>	<b>-3,941.00</b>
<b>TOTAL</b>		<b>417,441.00</b>	<b>364,071.10</b>	<b>498,057.00</b>	<b>53,369.90</b>	<b>-80,616.00</b>

Noti:

L-Indikaturi li jkejlu l-Efficienza u l-Effettività (ikompli)**4.3 L-Iskeda tal-Varjazzjonijiet fl-Infiq fid-dettall**

Nru. tal-Kont	DESKRIZZJONI	c	b	a	b-a	c-a
		2014	2014	2013	VARJANZA	VARJANZA
		ATTWALI	ESTMI	ATTWALI	ATTWALI/ESTM	ATTWALI
		€	€	€	€	€
<b>1</b>	<b>L-Infiq</b>					
<b>1000</b>	<b>Is-Salarji</b>					
1100	L-Onorarju tas-Sindku	6,868.00	6,868.00	6,703.00		-165.00
1200	Pagi ta' l-impjegati	56,875.00	56,875.00	54,764.00		-2,111.00
1300	Bonus	5,924.00	5,910.00	5,774.00	-14.00	-150.00
1400	Dhul Supplimentari					
1500	Kontribuzzjonijiet tas-Sigurtà Socjali	5,431.00	5,420.00	5,232.00	-11.00	-199.00
1600	Koncessjonijiet ('Allowances')	6,400.00	6,400.00	6,400.00		
1700	Sahra	2,348.00	2,500.00	2,110.00	152.00	-238.00
		<b>83,846.00</b>	<b>83,973.00</b>	<b>80,983.00</b>	<b>127.00</b>	<b>-2,863.00</b>
<b>2000</b>	<b>Manutenzjoni u Xogholijiet ohra</b>					
2100	Konsum tal-bzonn (daw Vilma/tel. etc.)	5,888.00	6,280.00	6,689.00	392.00	801.00
2200	Xiri ta' Materjal u Fornimenti	777.00	1,050.00	763.00	273.00	-14.00
2300	Tiswrijiet u Manutenzjoni	44,674.00	18,450.00	42,802.00	73,776.00	-1872.00
2400	Kera	1810.00	1206.00	1206.00	-604.00	-604.00
2500	Shubija f'Ghaqdiet Nazzjonali/Internazzjonali	1,010.00	1,100.00	925.00	90.00	-85.00
2600	Spejjez ta' l-Ufficcju	3,366.00	4,295.00	5,386.00	929.00	2,020.00
2700	Trasport	755.00	1250.00	1256.00	495.00	501.00
2800	Safar u vvjaggar		5,000.00	53,899.00	5,000.00	53,899.00
2900	Taghrif lill-Publiku	2,952.00	4,660.00	5,890.00	1,708.00	2,938.00
3000	Spejjez ta' Kuntratti	154,453.00	180,273.19	152,312.00	25,820.19	-2,141.00
3100	Servizzi Professionali	11,685.00	24,756.41	14,970.00	13,071.41	3,285.00
3200	Tahrig	60.00	500.00	60.00	440.00	
3300	Ospitalità u Servizzi lill-Komunità	6,196.00	13,355.00	9,193.00	7,159.00	2,997.00
3400	Spejjez ohra li jinqalghu	7,347.00	100.00	286.00	-7,247.00	-7,061.00
3600	Local Enforcement System	18.00		4,331.00	-18.00	4,313.00
		<b>240,991.00</b>	<b>362,275.60</b>	<b>344,410.00</b>	<b>121,284.60</b>	<b>58,977.00</b>
<b>7000</b>	<b>L-Infiq Kapitali</b>					
7001	Xiri ta' propjeta					
7100	Bini		10,000.00		10,000.00	
7200	Titjib	68,561.00	750.00	550.00	-67,811.00	-68,011.00
7300	Makkinarju u Apparat	3,003.00		1,091.00	-3,003.00	-1,912.00
7500	Progetti Speċjali					
		<b>71,564.00</b>	<b>10,750.00</b>	<b>4,209.00</b>	<b>-60,814.00</b>	<b>-69,923.00</b>
<b>TOTAL</b>		<b>396,401.00</b>	<b>466,998.60</b>	<b>429,602.00</b>	<b>60,597.60</b>	<b>-13,809.00</b>

**Noti:**

**5.0 Id-Dikjarazzjoni ta' Rikontiljazzjoni mal-Bank****5.1 Kont ta' tiffdil**

€	
<b>Bilanc tal-Bank Statement HSBC 009010703 050</b>	<b>64,465.21</b>
Depoziti li saru sal-31/12/2014 u li ma dehrux fil-Bank Statement Tnaqqis ta' 'withdrawals' li saru u li ma deherux fil-Bank statement	
<b>Bilanc fil-kont tal-Bank</b>	<b>64,465.21</b>

**5.2 Kont kurrenti**

€	
<b>Bilanc tal-Bank Statement HSBC 009010703 001</b>	<b>49,950.81</b>
Depoziti li saru sal-31/12/2014 u li ma dehrux fil-Bank Statement	
Audit adjustments	0.00
Cekkijiet maħruġa l'izda għadhom ma ġewx imsarf	-49,151.51
<b>Bilanc fil-kont tal-Bank</b>	<b>799.30</b>

**5.3 Petty Cash**

€	
<b>Flus fl-idejn</b>	<b>232.94</b>
Depoziti li saru sal-31/12/2014	
Tnaqqis ta' 'withdrawals' li saru	
<b>Bilanc fil-kont fl-idejn</b>	<b>232.94</b>

**5.4 Kont Fixed**

€	
<b>Bilanc tal-Bank Statement HSBC 009010703 104</b>	<b>250,000.00</b>
Depoziti li saru sal-31/12/2014 u li ma dehrux fil-Bank Statement	
Tnaqqis ta' 'withdrawals' li saru u li ma deherux fil-Bank statement	
<b>Bilanc fil-kont tal-Bank</b>	<b>250,000.00</b>

**5.5 Kont kurrenti**

€	
<b>Bilanc tal-Bank Statement BOV 40021345911</b>	<b>1,199.80</b>
Depoziti li saru sal-31/12/2014 u li ma dehrux fil-Bank Statement	
Cekkijiet maħruġa l'izda għadhom ma ġewx imsarf	-960.00
<b>Bilanc fil-kont tal-Bank</b>	<b>239.80</b>


 15/5/15

Kevin Borg  
Segretarju Eżekuttiv

## **6.1 Rapport ta' l-Udituri**

### **Rapport Anness**

**LOCAL COUNCIL PEMBROKE**

**REPORT TO MANAGEMENT**

**FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2014**



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The Mayor  
Pembroke Local Council,  
Triq Alamein,  
Pembroke, PBK 1776  
Malta

17<sup>th</sup> April 2015,

**Re: Financial statements for the year ended 31 December 2014**

As you are aware, our firm has been appointed by the National Audit Office to carry out the annual audit of the financial statements of your Council. During the course of our audit for the year ended 31 December 2014 we have reviewed on a test basis the accounting system and procedures operated by your Council. We have also reviewed the operations of the Council and how they conform to the Local Councils Act, 1993, the Financial Regulations issued in terms of this Act, and the supplementary Financial Procedures. You appreciate that our examination cannot be expected to disclose every weakness and therefore the matters dealt with in this report are not necessarily the only shortcoming which exists. This report is intended as a source of guidelines for the Council to fine tune its systems for better compliance, internal control and governance.

This report has been distributed to your Council, the National Audit Office and Department of Local Councils. The contents of this report shall not be quoted in part or in full or used in anyway other than the above-mentioned scope, without our written consent.

## **1. Follow-up: Management Report – Year Ended 31 December 2013**

### **1.1      *Local Enforcement System***

The council does not have direct control on this matter as it is dependent on third party reports and therefore it could not address this issue. In this respect, we draw your attention to paragraph 2.1 of our management report.

### **1.2      *Income from Bye-Laws***

The council has addressed the matter during the year under review with respect to sale of books. However, we still found other classification matters and we refer to paragraph 2.2 of our management report.

### **1.3      *Documentation and record keeping***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 3.2 of our management report.

### **1.4      *Procurement Procedures***

The council has addressed this issue during the year under review.

### **1.5      *Categorization of assets and depreciation thereof***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 6.2 of our management report.

### **1.6      *Insurance Policy***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 6.6 of our management report.

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

The council has addressed this issue during the year under review.

### **1.8      *Capital Commitments***

The council has addressed this issue during the year under review.

### **1.9      *Assets no longer used by the council***

The council has addressed this issue during the year under review.

### **1.10     *Prepayments and Accrued Income***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 4.1 of our management report.

### **1.11     *Amounts due from Water Services Corporation***

The council has addressed the matter during the year under review.

### **1.12     *Accrued Expenditure and Trade Payables***

The council has not addressed the issue during the year under and we therefore draw your attention to paragraph 7.2 of our management report.

### **1.13     *Classification of Payables***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 7.1 of our management report.

### **1.14     *Disclosure of Contingent Liabilities***

The council has not addressed this issue during the year under review and we therefore draw your attention to paragraph 7.3 of our management report.

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

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 8.2 of our management report.

**1.16      *Disclosures required in respect of Local Councils' Financial Procedures***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 8.1 of our management report.

**1.17      *Financial Statements Presentation***

The council has not addressed this issue during the year under review and we therefore draw your attention to paragraph 8.3 of our management report.

**1.18      *Council Minutes uploaded on the Website***

The council has addressed this issue during the year under review.

## **2. INCOME**

### **2.1      *Local Enforcement System***

#### ***Observations***

By the date of conclusion of our audit work, the Council had still not received the audited annual report of the North Joint Committee for the year ended 31<sup>st</sup> December 2014. It is important to highlight that the Joint Committee function ended in August 2011 consequently starting from September 2011 the Local Enforcement System was delegated to Regional Committees. During the year under review, the Council did not receive any income in relation to income arising from pre-Region LES contraventions.

#### ***Issue arising***

We appreciate that the LC has no control over the administration of the Joint Committee. However, in view of the absence of an audited annual report from the North Joint Committee for the year ended 31<sup>st</sup> December 2014, the audit team could not rely on third party financial information to obtain reasonable assurance on the completeness of amounts being recorded in the financial statements as income and expenditure arising from the Local Council Enforcement System in relation to contraventions issued pre-Regional Committees.

#### ***Recommendations***

The Council is advised to pressure the North Joint Committee so that the latter would produce the outstanding reports and the Council could then be in a position to factor any accounting provisions as the case may be in its financial statements. We have qualified our audit report in this regards.

### **2.2      *Income from Bye-Laws***

#### ***Observations***

The Council organised a number of activities during the year under review and collected the following income:

Activity 21/03/14	€ 99.00
Hamis Ix xirka	€ 72.00
Fun train activity	€ 206.50
Jum Pembroke Wine & Pizza	€140.00

This income was disclosed under General Income (note 6 of the financial statements) instead of under Bye-Law income in note 5 of the financial statements).

#### ***Issues Arising***

Article 61 of the Local Councils Act (Cap 363) states that such additional income raised should be covered by a bye-law. In fact, the Council has a bye-law in place regulating income arising from courses, activities, and outings. Hence, income from activities fall under income generated from this specific bye-law and should therefore be disclosed accordingly.

#### ***Recommendations***

The Council is advised to ensure that all income generated from bye-laws is disclosed properly in the financial statements under the heading of income arising from bye-laws. Following our recommendation, the Council adjusted the financial statements accordingly.

### **2.3 LES Post Regional 10% Commission**

#### ***Observations***

During 2014, the Council has issued invoices amounting to €4,601 in total to the LES Regional Committees for commissions on post region LES fines paid at Pembroke Local Council. This is equivalent to the amount recorded in the books as well as to the actual amount deposited by the Council. However, according to Report 483 – Post Regional Tickets, the council's share of commission for 2014 amounts to €4,613, resulting in a minor difference amounting to €12.

### ***Issues Arising***

No inconsistencies were found between income recorded and invoices issued. Although, a minor difference of €12 resulted between Report 483 – Post Regional Tickets issued by the LES system and invoices.

### ***Recommendations***

The minor difference could be a result of timing differences; hence we suggest that the actual amount deposited by the Council (thus invoiced) should be reconciled with the LES report.

## **2.4 Other supplementary Government Income**

### ***Observations***

The funds received in the name of the Local Council from the Department of Local Council directly to the WasteServ Malta Ltd to pay tipping fees of €14,157 was recorded and disclosed as *Other Government Income*.

### ***Issues Arising***

In accordance with MEMO 1/2015, the funds received from the Department of Local Council in respect of WasteServ Malta Ltd to pay tipping fees have to be recorded and disclosed as *Other Supplementary Government Income* in the financial statements for the year ended 31<sup>st</sup> December 2014.

### ***Recommendations***

The Council is advised to ensure that it comply with MEMO 1/2015. Following our recommendation, the Council adjusted the financial statements accordingly.

## **2.5      *System of Council Income Receipting and Invoicing***

### ***Observations***

The Council uses a system of official receipts for incoming funds. Such system is manual based. We noted the following shortcomings in respect to the Council system of receipting and invoices:

- The current system for income recording does not provide a proper electronic audit trail system

### ***Issues Arising***

The current model adopted by the Council should work well, but the system needs a substantial amount of human manual intervention. While it could result in errors, such system may also be time consuming.

From an invoicing point of view, best practice suggests that the Council should issue proper serial numerated invoices to third parties to record its various sources of income. This of course relates to income which would be receivable but not yet paid. These invoices would also be recorded in the debtors' ledger and the nominal ledger in Sage Pastel accounting software and thus a debtors' system would be maintained. This system ensures that all income is properly accounted for when it arises as well as it produces a standard system of invoicing.

### ***Recommendations***

We take the opportunity to advice that the Council may consider to implement a centralised electronic receipting system. Such system would facilitate cash reconciliations, filtering of data and recording of income in the general ledger with reduced human intervention. At the same time, it ensures that all receipts are in numerical order, thus enabling a proper audit trail system.



### **3. EXPENDITURE**

#### **3.1 *Inappropriate Documentation***

##### ***Observations***

Throughout the audit fieldwork on the expenditure, the audit team identified a payment to EII's Urban Services amounted to €10,742.11 that was not supported by a proper invoice in terms of the VAT Act 1998.

##### ***Issues arising***

Having expenditure unsupported by appropriate documentation goes against the requirements of the Local Councils Procedures (1996-Finance) K.L.P. 1/96, P1.11b. It should be the Council's policy that all expenditure and payments should only be affect against an appropriate invoice. The provision of a computer-generated invoice or receipt does not satisfy the requirement of the Financial Procedures that mandates Councils must obtain a valid tax invoice for all its purchases.

##### ***Recommendations***

The Council is well advised to ensure that an appropriate tax invoice, as prescribed by the respective procedures, is obtained for all the expenditure incurred by the Council. Payments unsupported by an appropriate invoice should be avoided.

#### **3.2 *Procurement Procedures***

##### ***Observations***

We noted that the expenditure for Street Lightening incurred by the Council is not covered by a tender.

##### ***Issues Arising***

We understand that in accordance with 19(1)(a) Subsidiary Legislation 363.160, one of the functions of the Regional Committee is to provide for the proper upkeep and maintenance of street lighting in accordance with national and international standards. However, Memo 34/2013 issued in December 2013 requires Local Councils to issue a new tender for a full year in relation to Street Lighting services which contract may be extended to a maximum of three years.

### ***Recommendations***

We recommend that Council to follow the matter with the Regional Committee.

## **3.3 Other expenditure shortcomings**

### ***Observations***

While checking the tipping fee expense the team found out that the fee for December which amounted to €901 was not included in the account. This was wrongly posted in the bulky refuse account.

### ***Issues arising***

The tipping fees expense is under-recorded and bulky refuse expense is over-charged.

### ***Recommendations***

We recommend that this is adjusted so that the expense accounts show the proper expense incurred. Following our recommendation, the Council adjusted the financial statements accordingly.

## **4. RECEIVABLES**

### **4.1 Prepayments and Accrued Income**

#### ***Observations***

During our fieldwork testing, it was noted that the Council failed to account for accrued bank interest receivable amounting to €33 generated from HSBC fixed bank account.

In addition, the list of accrued income includes an amount of €500 relating to a library scheme. This amount is already accounted in the list of receivables.

#### ***Issues Arising***

In order for the Council to comply with the requirements of International Financial Reporting Standards, it needs to account for accrued income correctly based on the year this relates to.

### ***Recommendations***

We recommend that the Council makes a proper assessment of its accrued income and prepayments at the end of every financial reporting period and record them appropriately in the financial statements. Following our recommendation, the Council adjusted the financial statements accordingly.

## **5. CASH AND CASH EQUIVALENTS**

### **5.1      *Taxation of Investment Income***

#### ***Observations***

During our audit fieldwork, we noticed that as from November 2014 the Council is being charged withholding tax on its investment income arising from capital investment in a local bank. Withholding tax of €11.44 was charged during the year.

#### ***Issues Arising***

It should be brought to your attention that the Local Councils are not subject to taxation on income in terms of Article 12(1) (e) of the Income Tax Act.

#### ***Recommendations***

In view of this, the Council already advised the bank in writing to revoke the withholding tax mandate accordingly and reimburse the tax withheld.

## **6. PROPERTY, PLANT, AND EQUIPMENT**

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

#### ***Observations***

We noted that the description of the asset in the FAR card does not always contain the desired detail. For instance we noticed additions such as “Gnien ta Kalkutta – repair works”, “Gnien ta Kalkutta - extra civil works” and “Construction of accessible ramps” which are too generic. In addition there is no common reference in the description of the asset in the FAR and the related transaction posting reference in the nominal ledger.

### ***Issues Arising***

The upkeep of FAR is of utmost importance to the Council. The FAR helps the Council to keep track of details of each fixed asset, ensuring control and preventing any misappropriation of assets. It also keeps track of the correct value of assets, which allows for computation of depreciation and for insurance purposes.

### ***Recommendations***

The description of the asset in the FAR card should contain the highest degree of detail possible and such description should not be of a generic nature.

## **6.2      *Categorisation of assets and depreciation thereof***

### ***Observations***

Litter bins amounting to €1,097.85 have been recognised under 'Urban Improvements' asset category whereas these should have been expensed directly to the Statement of Comprehensive Income.

### ***Issues Arising***

The Council is not following the requirements of memo 150/2010 and has continued recognising litter bins as capital expenditure in the FAR instead of expensing these immediately to the Statement of Comprehensive Income.

### ***Recommendations***

The Council is advised to ensure that any litter bins are duly expensed in the year of purchase. Following our recommendation, the Council adjusted the financial statements accordingly.

## **6.3      *Depreciation***

### ***Observations***

Depreciation charge for the year amounts to €55,431 which is being calculated by the SAGE accounting package. Depreciation is calculated on a yearly basis using the reduced balance method at rates calculated to write off the cost less residual value of each asset over its expected useful life.

Moreover, we noted that additions amounting to €44,936.58 categorised under 'Urban Improvements' were not depreciated even though the project has been finalised and capitalised during the month of December.

#### ***Issues Arising***

In terms of IAS 16, depreciation commences when an asset is in the location and condition that enables it to be used in the manner intended by the Council. Depreciation ceases at the earlier of its derecognition (sale or scrapping) or its reclassification as 'held for sale' and should be reviewed at least at each year end. The Council should calculate the depreciation on a monthly basis rather than on an annual basis.

#### ***Recommendation***

The Council is advised to ensure that depreciation commences when an asset is in the location and condition that enables it to be used in the manner intended by the Council in accordance with IAS 16. Furthermore, the Council should comply with the Accounting Policy disclosed on page 10 of the Financial Statements.

### **6.4 Reconciliation of financial statements to FAR**

#### ***Observations***

The audit team identified variances between the deprecation charge of the assets in the financial statements and the depreciation charge posted in the FAR. These are summarised below:

<b>Class of Assets</b>	<b>Depreciation as per Financial Statements</b>	<b>Depreciation as per FAR</b>	<b>Difference</b>
	<b>Euro</b>	<b>Euro</b>	<b>Euro</b>
Office Furniture, Fixtures and Fittings	1,048.00	1,022.76	25.24
Office Equipment	2,556.00	2,316.30	239.70
Urban Improvements	32,148.00	32,391.80	(243.80 )
Construction	19,482.00	19,396.64	85.36
Plant and Machinery	197.00	174.11	22.89

### ***Issue Arising***

The depreciation charge of the assets in the financial statements does not reconcile with the depreciation charge in the nominal ledger.

### ***Recommendations***

The council is advised to investigate and reclassify accordingly the depreciation variances identified between asset categories in the financial statements and the FAR.

## **6.5 Computer Software**

### ***Observations***

We have noted that the Council does not have computer software recognised and measured in its books. However, we noted that during the year under review, it has incurred an expense of €118 for “*reinstallation of the Sage Pastel*”. The reinstallation of the Sage Pastel has been correctly recognised as an expense.

### ***Issues Arising***

In terms of IAS 38 – Intangible Assets, computer software falls under the definition of intangible assets that is a non-monetary asset which are without physical substance and identifiable. An intangible asset meeting the recognition criteria must be measured initially at cost, subsequently measured at cost or using the revaluation model, and amortised on a systematic basis over their useful life.

### ***Recommendation***

Capital items should be duly accounted for in line with the relevant International Financial Reporting Standards.

## **6.6 Insurance Policy**

### ***Observations***

We reviewed the Council’s insurance policy in different categories of Property, Plant and equipment held by the Council. In fact, the Council has an insurance policy covering the following:

- On the Buildings including debris removal costs at premises for the amount of €72,655.
- On fixtures and fittings whilst contained at the premises of the Council for the amount of €27,190.
- Property in the Open including but not limited to bins, signs, public convenience, and playground/playing fields for the amount of €81,000
- On all Electronic Equipment for the amount of €45,370

The Council's total cost of fixed assets, excluding amounts not yet capitalised, as disclosed in its financial statements amounts to €1,700,112 as follows:

Asset	Cost as per accounts
Office Furniture & Fittings	€24,583
Office Equipment	€45,367
New Street Signs	€11,787
Urban Improvements	€393,083
Construction	€547,060
Special Programs	€653,660
Trees	€18,091
Plant & Machinery	€6,481

### ***Recommendation***

The council must comply with section LCP 1.15b.04 of the Local Councils (Financial) Procedures, 1996 by carrying out a periodic review to assess the adequacy of the councils' insurance cover.

## **7. PAYABLES**

### **7.1 *Classification of payable***

#### ***Observations***

During the audit fieldwork, the audit team noted that "note 19 – Provisions" discloses accruals and deferred income amounting to €27,478 and €46,356 for 2014 and 2013 respectively.

### ***Issues arising***

Accruals and deferred income should not be accounted for under "Provisions" but be reported under "Trade and other payables" in accordance with the requirements of IAS1 – Presentation of Financial Statements.

### ***Recommendations***

The Council is advised to ensure proper disclosure of all items within the financial statements is undertaken correctly in line with the requirements of International Financial Reporting Standards. Following our recommendation, the Council adjusted the financial statements accordingly.

## **7.2 Trade Payables**

### ***Observations***

A creditor Ell's Urban Services has charged an amount of €10,742 for patching works done during December and this was the amount that was recorded in the accounts however the actual amount paid to Ell's was €10,179 on February 2015. A credit note with the difference of €563 has to be issued.

### ***Issues arising***

The creditor and the expense are overstated by €563

### ***Recommendations***

We recommend that the council adjusts for this amount in the financial statement so that the creditor and the expense are properly recorded. Following our recommendation, the Council adjusted the financial statements accordingly.

## **7.3 Disclosure of Contingent Liabilities**

### ***Observations***

The Council has disclosed €3,538 by way of contingent liabilities. IAS 37 defines a contingent liability as an obligation that is either:



- A possible obligation arising from past events, the outcome of which will be confirmed on the only occurrence or non-occurrence of one or more uncertain future events which are not wholly within the control of the local council, or
- A present obligation arising from past events, which is not recognised either because it is not probable that an outflow of resources will be required to settle an obligation or the amount of the obligation cannot be measured with sufficient reliability.

#### ***Issues Arising***

IAS 37 sets the threshold for accrual at “more likely than not”. Thus, if there is even a hint that the obligation is more likely to exist than to not exist, the Council will need to formally recognise it if an amount can be reasonably estimated.

#### ***Recommendations***

We recommend that the Council assess the likelihood of the contingent events and applies the requirements of IAS 37 in this regards.

## **8. OTHER DISCLOSURES IN THE FINANCIAL STATEMENTS**

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

#### ***Observations***

The financial statements prepared and approved by the Council do not contain the corresponding budget figures for the year under review.

#### ***Issues Arising***

According to the Financial Procedures supplementing the Financial Regulations issued in terms with the Local Councils Act, 1993, the financial statements should include the budget for the period. However, in line with Local Councils’ generally accepted reporting procedures, the budget has been excluded from these financial statements. We have made a note to this effect in our audit report.

## **8.2 Disclosures required in respect of certain IFRSs**

### ***Observations***

The councils are required to prepare financial statements in conformity with International Financial Reporting Standards. During our audit we pointed out that the council's financial statements were not fully compliant in all respect with the requirements of these standards.

Among other things, omissions were noticed in relation to the following disclosures:

- The council did not disclose the list of all the relevant new and amended IFRSs that have been adopted by the council in the preparation of the financial statements.
- The council is not disclosing all the requirements of IAS 24 Related Party Disclosures in the notes to the financial statements. If there have been transactions between related parties, IAS 24 requires disclosure of the nature of the related party transactions as well as the outstanding balances necessary for understanding of the potential effect of the relationship on the financial statements. These disclosures should be made separately for each category of related parties and would include:
  - The amount of transactions;
  - The amount of outstanding balances, including terms, conditions and guarantees;
  - Provision of doubtful debts relating to the outstanding amounts;
  - Expense recognised during the period in respect of bad and doubtful debts from related parties.

### ***Issues arising***

All disclosures need to be undertaken in line with the requirements of International Financial Reporting Standards. These disclosures include both a quantitative and descriptive nature. In respect of IAS 24, we have made a note in our audit report.

### ***Recommendations***

The financial statements should be prepared in accordance with International Financial Reporting Standards and all necessary prescribed formats and disclosures are to be made accordingly.

### ***8.3 Financial Statements Presentation***

#### ***Observations***

The Local Council (Financial) Procedures, 1996, requires that the financial statements should be prepared in accordance with International Financial Reporting Standards. We have noted the following when reviewing the audited financial statements:

- Property, plant and equipment accounting policy on page 10 should read 'Office Furniture, Fixtures and Fittings' and not 'Office Furniture and Fittings';
- Disposal of 'trees' amounting to €1,944 are included as disposal under the category 'Urban Improvements' in note 12 on page 18;
- Depreciation balance as at 1<sup>st</sup> January 2014/2013 of the 'Special Programmes' is resulting in negative of €263 in note 12/13 on page 18/19;
- The title of note 4 on page 14 should read 'Income raised under Local Enforcement Income';
- Note 14 on page 20 reference should not be made to 'provision for general bad debts' instead it should read 'provision for bad debts';
- Note 15 on page 20 reference should not be made to 'Petty Cash' instead it should read 'Cash in hand';
- Total 'trade and other payables' as at 31<sup>st</sup> December 2013 is note 17 on page 21 not agreeing with amount shown in the statement of financial position and note 24 on page 26;
- On page 4 reference should not be made to 'Operations and maintenance' instead it should read 'Operations and maintenance expenses'.
- Note 23/24 on page 24/26, classes of financial assets – carrying amounts of trade and other receivables should read €55,710 and not €54,327.

### ***Issues Arising***

These financial statements are not fully compliant in all respects with the requirements of these standards mainly disclosures in respect of IAS 1 – Presentation of Financial Statements.

### ***Recommendations***

It is important that the Council takes note of the above matters so as to prepare and present financial statements which are in full compliance with IFRS. Following our recommendation, the Council adjusted the financial statements accordingly in relation to most of the issues raised above.

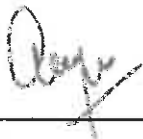
## **9. Conclusion**

We wish to record that this has been our first audit of your Council and therefore we had no previous experience on your internal control systems, council governance, procurement protocols, staff procedures, neither did we have access to past audit working papers that could have helped us to acquire a faster appreciation of the audit environment and in the process of obtaining detailed information on levels of compliance with the various Acts and guidelines we had to ask questions to officers which may have seemed to be repetitive as answers to most must have been already provided to the outgoing auditors.

We would like to point out that the matters dealt with in this report came to our notice during the conduct of our normal audit procedures which are primarily designed for the purpose of expressing an opinion on the financial statements of the council. In consequence our work did not encompass a detailed review of all aspects of the system and cannot be relied upon necessarily to disclose defalcation or other irregularities or to include all possible improvements in internal control that a more extensive special examination might discover.

We look forward to receiving the Council's response to this management letter, confirming that the Council has discussed the letter and outlining specifically what action is to be taken to remedy the above mentioned weaknesses and errors. We would like to remind the Council that in accordance with memo 1/2015, the reply must be received by 12 June 2015 or six weeks after receipt of the letter from the Auditor General.

For the patience and understanding that you showed us we are truly grateful and in this regard we would like to take this opportunity to thank the staff at the local council and the council members for their cooperation and assistance during the course of the audit.



---

Mr. George Mangion  
Senior Partner  
PKF Malta



**PEMBROKE LOCAL COUNCIL  
REPORT AND FINANCIAL STATEMENTS  
For the year ended 31 December 2014**

***Prepared by Romina Perici Ferrante B. Com, B.A. Hons (Mgt), F.I.A., C.P.A.  
Certified Public Accountant  
15, St. John Street,  
Mosta MST 3603***



**PEMBROKE LOCAL COUNCIL  
REPORT AND FINANCIAL STATEMENTS  
For the year ended 31 December 2014**

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**PEMBROKE LOCAL COUNCIL  
STATEMENT OF LOCAL COUNCIL MEMBERS' AND  
EXECUTIVE SECRETARY'S RESPONSIBILITIES**

The Local Council (Financial) Regulations, 1993, require the Executive Secretary to prepare a detailed Annual Administrative Report, which includes a statement of the Local Council's comprehensive income for the year and of the Local Council's retained funds at the end of the year. By virtue of the same regulations it is the duty of the Local Council and the Executive Secretary to ensure that the financial statements forming part of the report present fairly, in accordance with accounting policies applicable to Local Councils, the income and expenditure of the Local Council for the year ended and its retained funds as at the year end, and that they comply with the Act, the Local Councils (Financial) Regulations, 1993, and the Local Council (Financial) Procedures, 1996 issued in terms of the said Act.

The Executive Secretary is responsible to maintain a continuous internal control to ascertain that the accounting, recording and other financial operations are properly conducted in accordance with the Local Councils Act, CAP 363, the Local Councils (Financial) Regulations, 1993, and the Local Councils (Financial) Procedures, 1996. The Executive Secretary is also responsible for safeguarding the assets of the Local Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Dr. Dean Hill LLD  
Mayor

Date: 21/4/15



Kevin Borg  
Executive Secretary



**LOCAL COUNCIL PEMBROKE****Report of the Local Government Auditors to the Auditor General**

We have audited the accompanying financial statements of LOCAL COUNCIL PEMBROKE, which comprise the statement of financial position on page 4 as of 31<sup>st</sup> December 2014, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes.

***Council's Responsibility for the Financial Statements***

The Council Members and the Executive Secretary are responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council Members and the Executive Secretary, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

***Basis for qualified opinion***

In accordance with the Local Enforcement System (LES) issued by the Ministry by virtue of article 72 of the Local Councils Act (Cap. 363), the income relating to contraventions was delegated to the local councils through Legal Notice 32 of 2000. The Council entered into a pooling agreement with a number of local councils within the Local Enforcement System and formed a Joint Committee to manage and administer this function up to August 2011, when this was delegated to Regional Committees.

Due to the fact that no proper audited financial statements have been prepared by the Joint Committee, we could not obtain reasonable assurance on the completeness of the share of income as recorded in the financial statements as well as on any related expenditure, accrued income or liabilities present as at end of the current financial year.

International Financial Reporting Standard requires that all applicable standards and their disclosure requirements are adhered to. These financial statements lack appropriate disclosure in line with the requirements of IAS 24 – Related Party Disclosure in relation to disclosure of related party transactions.

### ***Qualified Opinion***

In our opinion, except for the effect on the financial statements of the matters referred to in the Basis for Qualified Opinion paragraphs, the financial statements give a true and fair view of the financial position of Local Council Pembroke as at 31<sup>st</sup> December, 2014, and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards as adopted by the European Union.

### ***Opinion on Other Legal and Regulatory Requirements***

These financial statements do not comply fully with the Local Council (Financial) Procedures, 1996.

According to the Financial Procedures supplementing the Financial Regulations issued in terms with the Local Councils Act 1993, the financial statements should have included the budget for the year.

The Local Council (Financial) Procedures, 1996, require that the financial statements should be prepared in accordance with the International Financial Reporting Standards. In view of the matter set out in paragraph two under the basis for qualified opinion above, these financial statements have not been fully prepared in line with the requirements of International Financial Reporting Standards.

This report has been signed by  
George M. Mangion  
(Partner) for and on behalf of  
PKF (Malta)

PKF (Malta)  
Certified Public Accountants & Registered Auditors  
35, Mannarino Road,  
Birkirkara, BKR 9080,  
Malta

21<sup>st</sup> April 2015

**PEMBROKE LOCAL COUNCIL**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**For the year ended 31 December 2014**

		2014	2013
	Notes	Euro	Euro
<b>INCOME</b>			
Funds received from Central Government	3	397,938	368,783
Income raised under Law Enforcement system	4	4,601	3,564
Income raised under Local Council Bye Laws	5	627	153
General income	6	<u>12,653</u>	<u>122,084</u>
		<b><u>415,819</u></b>	<b><u>494,584</u></b>
<b>EXPENDITURE</b>			
Personnel emoluments	7	83,846	80,983
Operations and maintenance expenses	8	197,603	190,359
Administration and other expenditure	9	<u>98,819</u>	<u>142,986</u>
		<b><u>380,268</u></b>	<b><u>414,328</u></b>
<b>OPERATING PROFIT FOR THE YEAR</b>		<b>€35,551</b>	<b>€80,256</b>
Finance Cost	10	0	(2,512)
Finance Income	11	<u>1,622</u>	<u>3,473</u>
<b>PROFIT FOR THE YEAR</b>		<b><u>€ 37,173</u></b>	<b><u>€ 81,217</u></b>

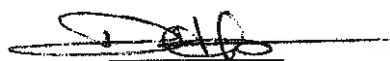
The notes on page 10 to 29 form an integral part of these financial statements

**PEMBROKE LOCAL COUNCIL  
STATEMENT OF FINANCIAL POSITION  
At 31 December 2014**

	Notes	31 Dec 2014	31 Dec 2013
		Euro	Euro
<b>ASSETS</b>			
<b>Non-Current Assets</b>			
Property, plant and equipment	12	<u>335,433</u>	<u>327,337</u>
<b>Current Assets</b>			
Inventories	13	2,108	2,252
Trade and other receivables	14	54,244	67,103
Cash and cash equivalents	15	<u>315,737</u>	<u>237,440</u>
<b>Total Current Assets</b>		<u>372,089</u>	<u>306,795</u>
<b>TOTAL ASSETS</b>		<u>€ 707,522</u>	<u>€ 634,132</u>
<b>RESERVES AND LIABILITIES</b>			
<b>Reserves</b>			
Retained earnings		<u>591,903</u>	<u>554,730</u>
<b>Non-Current Liabilities</b>			
Deferred Income	16	<u>51,033</u>	<u>11,529</u>
<b>Total Non-Current Liabilities</b>		<u>51,033</u>	<u>11,529</u>
<b>Current Liabilities</b>			
Trade and other payables	17	<u>64,586</u>	<u>67,873</u>
<b>Total Current Liabilities</b>		<u>64,586</u>	<u>67,873</u>
<b>TOTAL RESERVES AND LIABILITIES</b>		<u>€ 707,522</u>	<u>€ 634,132</u>

The notes on pages 10 to 29 form an integral part of these financial statements

These Financial Statements were approved by the Local Council on the 21/4/15  
and signed on its behalf by:

  
Dr. Dean Hili LLD  
Mayor

  
Kevin Borg  
Executive Secretary

**PEMBROKE LOCAL COUNCIL  
STATEMENT OF CHANGES IN EQUITY  
For the year ended 31 December 2014**

	Retained Funds Euro
At 1 January 2013	473,513
Profit for the year	<u>81,217</u>
At 31 December 2013	<u>554,730</u>
At 1 January 2014	554,730
Profit for the year	<u>37,173</u>
At 31 December 2014	<u>591,903</u>

**PEMBROKE LOCAL COUNCIL**  
**STATEMENT OF CASH FLOWS**  
For the year ended 31 December 2014

		1 Jan 2013 – 31 Dec 2014	1 Jan 2012 – 31 Dec 2013
	Notes	Euro	Euro
<b>Net Profit for the year</b>		37,173	81,217
<b>Reconciliation to cash generated from operations:</b>			
Depreciation		55,431	35,889
Interest Payable		0	1,171
Interest Receivable		(1,622)	(3,473)
Loss on disposal of fixed assets		6,939	27
Provision for Bad LES Debts		0	(167)
<b>Operating Profit before Working Capital changes</b>		97,921	114,664
Decrease in Inventories		144	197
Decrease in Trade and other receivables		12,892	75,718
Increase/(Decrease) in payables		33,576	(61,618)
Increase/(Decrease) in other payables		4,511	(128)
Government Grant released		<u>(21,377)</u>	<u>(1,346)</u>
<b>Cash generated from operating activities</b>		<u>127,667</u>	<u>127,487</u>
<b>Cash flows from investing activities</b>			
Interest Received		1,589	3,360
Acquisition of property, plant and equipment		<u>(70,466)</u>	<u>(1,728)</u>
<b>Cash (used in)/generated from investing activities</b>		<u>(68,877)</u>	<u>1,632</u>
<b>Cash flows from financing activities</b>			
Grant Received		19,507	0
New short-term bank borrowings		0	0
Repayment of short-term bank borrowings		<u>0</u>	<u>(151,675)</u>
<b>Cash generated from/(used) in financing activities</b>		<u>19,507</u>	<u>(151,675)</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<u>78,297</u>	<u>(22,556)</u>
<b>Analysis of changes in cash and cash equivalents during the year</b>			
Cash and cash equivalents at beginning of year		237,440	259,996
Net increase/(decrease) in cash and cash equivalents		<u>78,297</u>	<u>(22,556)</u>
<b>Cash and cash equivalents at end of year</b>	15	<u>315,737</u>	<u>237,440</u>

The notes on page 10 to 29 form an integral part of these financial statements.

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2014**

**1. GENERAL INFORMATION**

Pembroke Local Council is the local authority of Pembroke setup in accordance with the Local Councils Act 1993. The office of the Council is at Triq Alamein, Pembroke.

The financial statements were authorised for issue by the Council on the 21/4/15.

**2. ACCOUNTING POLICIES AND REPORTING PROCEDURES**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

**Accounting convention**

These financial statements are prepared under the historical cost convention, as modified to include fair values where it is stated in the accounting policies below. These financial statements are prepared in accordance with the provisions of the Local Councils Act (CAP 363), the Financial Regulations issued in terms of this Act and the Local Councils (Financial) Procedures 1996 enacted in Malta and with the requirements of the International Financial Reporting Standards.

These financial statements have been drawn up in accordance with the accounting policies and reporting procedures prescribed for Local Councils in the Financial Regulations issued by the Minister of Finance in conjunction with the Minister responsible for Local Government in terms of section 67 of the Local Councils Act (CAP 363).

**New and revised standards that are effective for annual periods beginning on or after 1 January 2014**

A number of new and revised standard are effective for annual periods beginning on or after 1 January 2014. Information on these new standards is presented below.

**Standards, amendments and interpretations to existing standards that are not yet effective and have not been adopted early by the Council.**

At the date of authorisation of these financial statements, certain new standards, amendments and interpretations to existing standards have been published but are not yet effective, and have not been adopted early by the Council.

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

Council members anticipate that all of the relevant pronouncements will be adopted in the council's accounting policies for the first period beginning after the effective date of the pronouncement. Information on new standards, amendments and interpretations that are expected to be relevant to the council's financial statements is provided below. Certain other new standards and interpretations have been issued but are not relevant and therefore are not expected to have a material impact on the council's financial statements.

**IFRS 9 Financial Instruments (effective from 1 January 2015)**

The IASB aims to replace *IAS 39 Financial Instruments. Recognition and Measurement* in its entirety with IFRS 9. IFRS 9 is being issued in phases. To date, the chapters dealing with recognition, classification, measurement and derecognition of financial assets and liabilities have been issued. These chapters are effective for annual periods beginning 1 January 2015. Further chapters dealing with impairment methodology and hedge accounting are still being developed. Further, in November 2011, the IASB tentatively decided to consider making limited modifications to IFRS 9's financial asset classification model to address application issues.

Council members have yet to assess the impact that this amendment is likely to have on the financial statements of the council. However, they do not expect to implement until all chapters of IFRS 9 have been published and the standard has been adopted by the European Union.

**Offsetting Financial Assets and Financial Liabilities (Amendments to IAS 32)**

The Amendments to IAS 32 add application guidance to address inconsistencies in applying IAS 32's criteria for offsetting financial assets and financial liabilities in the following two areas:

- The meaning of 'currently has a legally enforceable right of set-off'
- That some gross settlement systems may be considered equivalent to net settlement.

The Amendments are effective for annual periods beginning on or after 1 January 2015 and are required to be applied retrospectively. The council members do not anticipate a material impact on the council's financial statements from these amendments.



**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**Disclosures - Offsetting Financial Assets and Financial Liabilities (Amendments to IFRS 7)**

Qualitative and quantitative disclosures have been added to IFRS 7 'Financial Instruments: Disclosures' (IFRS 7) relating to gross and net amounts or recognised financial instruments that are (a) set off in the statement of financial position and (b) subject to enforceable master netting arrangements and similar agreements, even if not set off in the statement of financial position. The amendments are effective for annual reporting periods beginning on or after 1 January 2013 and interim periods within those annual periods. The required disclosures should be provided retrospectively.

**IAS 1 Presentation of Financial Statements**

Disclosure initiative to address perceived impediments to preparers exercising their judgement in presenting their financial reports by making the following changes. Clarification that information should not be obscured by the aggregating or by providing immaterial information, materiality considerations apply to all parts of the financial statements, and even when a standard required a specific disclosure, materiality consideration do apply; clarification that the list of line items to be presented in these statements can be disaggregated and aggregated as relevant and additional examples of possible ways of ordering the notes to clarify that understandability and comparability should be considered when determining the order of the notes and to demonstrate that the notes need to be presented in the order so far listed in paragraph 114 to IAS 1. Effective for annual periods beginning on or after 1 January 2016.

The council members do not anticipate a material impact on the council's financial statements from these amendments.

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

***Property, plant and equipment***

Property, plant and equipment are stated at cost less accumulated depreciation and impairment loss to date. Depreciation is calculated on a monthly basis using the reducing balance method at rates calculated to write off the cost less residual value of each asset over its expected useful life as follows:

	%
Land	0.0
Trees	0.0
Buildings	1.0
Office Furniture, Fixtures and Fittings	7.5
Construction works	10.0
Urban Improvements (street furniture)	10.0
Special Programs (Projects)	10.0
Office Equipment	20.0
Motor Vehicles	20.0
Plant and Machinery	20.0
Computer Equipment	25.0
Plants	100.0
Litter Bins	Replacement Basis
Playground Furniture	100.0
Traffic Signs	Replacement Basis
Road Signs	Replacement Basis
Street Mirrors	Replacement Basis
Street Lights	100.0

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

Gains and losses on disposal of property, plant and equipment are determined by reference to their carrying amount and are taken into account in determining operating profit. The residual values and useful lives of the assets are reviewed and adjusted as appropriate, at each Statement of Financial Position date. The carrying amount of an asset is written down immediately to its recoverable amount if the carrying amount of the asset is greater than its estimated recoverable amount.

Subsequent costs are included in the carrying amount of the asset or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Statement of Comprehensive Income during the financial period in which they are incurred.

***Related parties***

Related parties are those persons or bodies of persons having relationships with the Council as defined in IAS 24. The paragraphs adopted from IAS 24 are paragraphs 25 – 27, being amendments to government related entities' disclosures.

***Impairment of Assets***

Assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment. Assets that are subject to amortisation or depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the carrying amount of the asset exceeds its recoverable amount. The recoverable amount is the higher of the fair value of the asset less cost to sell and the value in use. Impairment losses are immediately recognised as an expense in the Statement of Comprehensive Income.

***Leases***

Leases in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the Statement of Comprehensive Income on a straight-line basis over the period of the lease.

***Amounts Receivable***

Amounts receivable are recognized initially at fair value and subsequently measured at amortized cost using the effective interest rate method, less provision for impairment. A provision for impairment of amounts receivable is established when there is objective evidence that the Council will not be able to collect all amounts due according to the original terms of the receivable. The amount of the provision is the difference between the carrying amount of the asset in the present value of the estimated future cash flows, discounted at the effective interest rate. The amount of the provision is recognized in the Statement of Comprehensive Income.

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

***Revenue recognition***

Revenue is recognised when there are no significant uncertainties concerning the derivation of consideration or associated costs. Interest income is recognised in the Statement of Comprehensive Income as it accrues.

***Payables and Borrowings***

Payable and Borrowing Costs are recognised as an expense in the period in which they are incurred. Amounts payable comprise creditor payments, that is, the amounts payable for the procurement of supplies and services. When an invoice or request for payment is received from a supplier, this is checked to the purchase order previously issued or the services contract, before payment is release in favour of any vendor. All cheque payments are signed by the Mayor and Executive Secretary and then reconciled with the bank statements on a monthly basis.

***Government Grants***

Government grants relating to costs are deferred and recognised in the Statement of Comprehensive Income over the period necessary to match them with the costs that they are intended to compensate. Government grants relating to the purchase of property, plant and equipment are included in non-current liabilities as deferred government grants and are credited to the Statement of Comprehensive Income over the expected lives of the related assets.

***Foreign Currencies***

Items included in the Financial Statements are measured using the currency of the primary economic environment in which the Local Council operates. These Financial Statements are presented in €, which is the Council's functional and presentation currency.

***Inventories***

Inventories are valued at lower of cost and net realisable value.

***Profits and losses***

Only profits that were realised at the date of the Statement of Financial Position are recognised in these Financial Statements. All foreseeable liabilities and potential losses arising up to the said date are accounted for even if they become apparent between the said date and the date on which the Financial Statements are approved.

***Cash and Equivalents***

Cash and Cash Equivalents are carried in the Statement of Financial Position at face value. For the purposes of the Statement of Cash Flows, cash and cash equivalents comprise cash in hand and balances held with banks.

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

***Local Enforcement System***

Pembroke Local Council formed part of the Group H Joint Committee from September 2002 until August 2011. As from September 2011, Pembroke Local Council forms part of the North Region. The amount disclosed in the financial statements under Local Enforcement Income represents the share of profit derived from the Joint Committee after deducting the related expenses. As from September 2011, the Council receives 10% administrative fees on fines collected.

***Critical Accounting Estimates and Judgements***

Estimates and judgements are continually evaluated and based on historical experience and other factors including expectations of future events that are believed to be reasonable under the circumstances. In the opinion of the Executive Secretary, the accounting estimates and judgements made in the preparation of the Financial Statements are not difficult, subjective or complex, to a degree that would warrant their description as critical in terms of the requirements of IAS1 (revised) – 'Presentation of Financial Statements'.

***Capital Management Policies and Procedures***

The Council's capital consists of its net assets, including working capital, represented by its retained funds. The Council's management objective are to ensure that the Council's ability to continue as a going concern is still valid and that the Council maintains a positive working capital ratio. To achieve this, the Council carries out a quarterly review of the working capital ratio (Financial Situation Indicator). This ratio was positive at the reporting date. The Council also uses budgets and business plans to set its strategy to optimise its use of available funds and implement its commitments to the locality.

***Financial Instruments***

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions of the financial instrument. Financial assets are derecognised when the contractual rights to the cash flows from the financial asset expire, or when the financial asset and all substantial risks and rewards are transferred. A financial liability is derecognised when it is extinguished, discharged, cancelled or expires.

Financial assets and financial liabilities are measured initially at fair value plus transaction costs. They are measured subsequently as described below:

***Financial Assets***

For the purpose of subsequent measurement, financial assets of the Council are classified into loans and receivables upon initial recognition. Receivables are subject to review for impairment at least at each reporting date. Financial assets are impaired when there is any objective evidence that a financial asset or a group of financial assets is impaired. Different criteria to determine impairment are applied for each category of financial assets, which are described below:

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

All income and expenses relating to loans and receivables are presented within 'finance income' or 'finance costs', except for impairment of receivables which is presented within 'administration and other expenditure'. Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. After initial recognition, these are measured at amortised cost using the effective interest method, less provision for impairment. Discounting is omitted where the effect of discounting is immaterial. The Council's other receivables fall into this category of financial instruments.

Individually significant receivables are considered for impairment when they are past due or when other objective evidence is received that a specific counterparty will default. Receivables that are not considered to be individually impaired are reviewed for impairment in groups, which are determined by reference to the industry and region of a counter party and other available features of shared credit risk characteristics. The percentage of the write down is then based on recent historical counterparty default rates for each identified group.

***Financial Liabilities***

The Council's financial liabilities included other payables. These are stated at their nominal amount which is a reasonable approximation of fair value.

All interest-related charges are included within 'finance costs'.

**3. FUNDS RECEIVED FROM CENTRAL GOVERNMENT**

	1 Jan-31 Dec 2014	1 Jan-31 Dec 2013
	Euro	Euro
In terms of Section 55 of the Local Councils Act, 1993	354,083	354,401
Supplementary Government Income	14,157	13,036
Other Government Income	<u>29,698</u>	<u>1,346</u>
	<u>397,938</u>	<u>368,783</u>

**4. INCOME RAISED UNDER LOCAL ENFORCEMENT INCOME**

	1 Jan-31 Dec 2014	1 Jan-31 Dec 2013
	Euro	Euro
Administrative charges to Regional Committees	4,601	3,081
Share of Surplus from Joint Committee	<u>0</u>	<u>483</u>
	<u>4,601</u>	<u>3,564</u>

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**5. INCOME RAISED UNDER LOCAL COUNCIL BYE-LAWS**

	1 Jan-31 Dec 2014	1 Jan-31 Dec 2013
	Euro	Euro
Sale of Pembroke books and Contributions	<u>627</u>	<u>153</u>

**6. GENERAL INCOME**

	1 Jan – 31 Dec 2014	1 Jan – 31 Dec 2013
Tender Documents	2,042	3,925
Donations and Sponsorships	100	1,400
Contributions	1,500	5,059
Others	3,282	5,063
Income from permits	1,458	1,017
Income re Library	503	500
Insurance Claims	2,947	0
EU Funded Program	<u>821</u>	<u>105,273</u>
	<u>€ 12,653</u>	<u>€ 122,084</u>

**7. PERSONNEL EMOLUMENTS**

	1 Jan – 31 Dec 2014	1 Jan – 31 Dec 2013
Personnel Emoluments include, <i>inter alia</i>		
Mayor's Honoraria	6,868	6,703
Mayor's and Councillors' Allowances	6,400	6,400
Executive Secretary Salary and Allowances	26,909	26,277
Employees' Salaries	38,238	36,371
Social Security Contributions	<u>5,431</u>	<u>5,232</u>
	<u>€ 83,846</u>	<u>€ 80,983</u>
Average number of people employed		
Employees	3	3
Mayor & Councillors	5	5

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

	1 Jan – 31 Dec 2014	1 Jan – 31 Dec 2013
<b>8. OPERATIONS AND MAINTENANCE EXPENSES</b>	<b>Euro</b>	<b>Euro</b>
Operations and maintenance includes, <i>inter alia</i>		
<b>REPAIRS AND UPKEEP</b>		
Roads and street pavements (patching works)	25,261	16,725
Public Property	9,524	3,286
Office furniture & equipment	470	662
Street Signs	3,583	9,497
Other repairs & upkeep	1,456	31
Road Markings	5,157	13,364
	<u>€ 45,451</u>	<u>€ 43,565</u>
<b>CONTRACTUAL SERVICES</b>		
Refuse collection	57,790	55,308
Bulky refuse collection	10,580	10,641
Road and street cleaning	18,810	12,563
Cleaning and maintenance of non-urban roads	17,955	13,418
Cleaning and maintenance parks and gardens	16,171	16,112
Cleaning and maintenance of verges	17,955	11,712
Cleaning and maintenance council premises	1,748	2,307
Other Cleaning and maintenance	0	0
LES related expenditure	18	131
Street lighting	6,943	20,346
Other Contractual Services	4,182	4,256
	<u>€ 152,152</u>	<u>€ 146,794</u>
<b>TOTAL OPERATIONS AND MAINTENANCE EXPENSES</b>	<u>€ 197,603</u>	<u>€ 190,359</u>



**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

	1 Jan - 31 Dec 2014	1 Jan - 31 Dec 2013
	Euro	Euro
<b>9. ADMINISTRATIVE AND OTHER EXPENSES</b>		
Depreciation	55,431	35,889
Water, Electricity & Telecommunications	5,871	6,689
Fuel	17	0
Rent	1,810	1,206
National and international memberships	1,010	925
Office Services	3,366	5,386
Insurance	1,686	1,643
Library expenses	1,139	1,770
Travel and EU Projects	0	53,899
Transport	755	1,256
Advertising & Public relations	1,813	4,120
Professional services	11,685	16,259
Provision for Bad Debts – LES & General	0	(167)
LES Bad Debts written off	0	4,367
Community and hospitality	6,196	9,193
Sundry minor expenses	408	259
Staff training	60	60
Loss on Disposal	6,939	27
Bank Charges	<u>633</u>	<u>205</u>
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b><u>€ 98,819</u></b>	<b><u>€ 142,986</u></b>
<b>10. FINANCE COST</b>		
	1 Jan-31 Dec 2014	1 Jan-31 Dec 2013
Bank Interest on Loan	<u>€ 0</u>	<u>€ 2,512</u>
<b>11. FINANCE INCOME</b>		
	1 Jan-31 Dec 2014	1 Jan-31 Dec 2013
Bank Interests	<u>€ 1,622</u>	<u>€ 3,473</u>

PEMBROKE LOCAL COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (continued)

12. PROPERTY, PLANT AND EQUIPMENT

	Office Furniture, Fixtures & Fittings €	Office Equipment €	New Street Signs €	Urban Improvements €	Construction €	Special Programmes €	Trees €	Plant & Machinery €	Asset not yet capitalised €	Total €
<b>Cost</b>										
At 1 January 2014	26,864	63,961	11,787	332,238	550,796	653,660	18,091	7,666	0	1,665,063
Additions	344	3,003	0	67,119	0	0	0	0	0	70,466
Transferred	0	0	0	0	0	0	0	0	0	0
Disposals	-2,625	-21,597	0	-7,372	-3,736	0	0	-1,185	0	-36,515
At 31st December 2014	24,583	45,367	11,787	391,985	547,060	653,660	18,091	6,481	0	1,699,014
<b>Grants</b>										
At 1 January 2014	0	3,494	0	60,436	0	653,660	0	0	0	717,590
Transferred during the year	0	0	0	0	0	0	0	0	0	0
At 31st December 2014	0	3,494	0	60,436	0	653,660	0	0	0	717,590
<b>Depreciation</b>										
At 1 January 2014	12,826	51,296	11,787	182,102	365,551	0	0	6,574	0	620,136
Transferred	0	0	0	0	0	0	0	0	0	0
Charge for the period	1,048	2,566	0	32,148	19,482	0	0	197	0	55,431
Released on Disposal	-1,993	-20,638	0	-3,434	-2,524	0	0	-987	0	-29,576
At 31st December 2014	11,881	33,214	11,787	210,816	372,509	0	0	5,784	0	645,991
<b>Net Book Value</b>										
At 31st December 2014	12,702	8,659	0	120,733	174,551	0	18,091	697	0	335,433

**PEMBROKE LOCAL COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (continued)**

**12. PROPERTY, PLANT AND EQUIPMENT (cont.)**

	Office Furniture, Fixtures & Fittings €	Office Equipment €	New Street Signs €	Urban Improvements €	Construction €	Special Programmes €	Trees €	Plant & Machinery €	Asset not yet capitalised €	Total €
<b>Cost</b>										
At 1 January 2013	26,314	62,870	11,787	332,238	550,796	653,660	18,091	7,666	0	1,653,422
Additions	550	1,178	0	0	0	0	0	0	0	1,728
Transferred	0	0	0	0	0	0	0	0	0	0
Disposals	0	(87)	0	0	0	0	0	0	0	(87)
At 31st December 2013	26,864	63,961	11,787	332,238	550,796	653,660	18,091	7,666	0	1,685,063
<b>Grants</b>										
At 1 January 2013	0	3,494	0	60,436	0	653,660	0	0	0	717,590
Transferred during the year	0	0	0	0	0	0	0	0	0	0
At 31st December 2013	0	3,494	0	60,436	0	653,660	0	0	0	717,590
<b>Depreciation</b>										
At 1 January 2013	11,700	48,527	11,787	172,135	333,857	0	0	6,301	0	584,307
Transferred	0	0	0	0	0	0	0	0	0	0
Charge for the period	1,126	2,829	0	9,967	21,694	0	0	273	0	35,889
Released on Disposal	0	(60)	0	0	0	0	0	0	0	(60)
At 31st December 2013	12,826	51,296	11,787	182,102	355,551	0	0	6,574	0	620,136
<b>Net Book Value</b>										
At 31st December 2013	14,038	9,171	0	89,700	195,245	0	18,091	1,092	0	327,337

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**13. INVENTORIES**

	1 Jan-31 Dec 2014	1 Jan-31 Dec 2013
Books and other publications	<u>2,108</u>	<u>2,252</u>

**14. TRADE AND OTHER RECEIVABLES**

	1 Jan – 31 Dec 2014	1 Jan – 31 Dec 2013
	Euro	Euro
Amount invoiced but not yet settled	52,126	8,519
Provision for Bad debts	(4,200)	(4,200)
Pre-Pooling LES Debtors	101,437	8,629
Provision for Bad LES debts	(101,437)	(8,629)
Other debtors	700	700
Prepayments and Accrued income	<u>5,618</u>	<u>62,084</u>
	<u>54,244</u>	<u>67,103</u>

Prepayments include prepayments of Local Council property rental and insurance premium.

**Receivables**

General receivables are analysed as follows:

	2014 Jan-Dec Euro	2013 Jan-Dec Euro
Within credit period	43,881	826
Exceeded credit period but not impaired	4,045	3,493
Provision for doubtful debts	<u>4,200</u>	<u>4,200</u>
	<u>52,126</u>	<u>8,519</u>

**15. CASH AND CASH EQUIVALENT**

Cash and cash equivalents consist of cash in hand and balance with banks. Cash and cash equivalents included in the cash flow statement comprise the following amounts in the Local Council's Statement of Financial Position:

	1 Jan – 31 Dec 2014	1 Jan – 31 Dec 2013
	Euro	Euro
Cash in hand	233	409
Bank balances – Ordinary Funds	<u>315,504</u>	<u>237,031</u>
	<u>€ 315,737</u>	<u>€ 237,440</u>

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**16. DEFERRED INCOME**

	1 Jan-31 Dec 2014	1 Jan-31 Dec 2013
	€	€
<b>Government Grants</b>		
At beginning of year	12,747	14,093
Increase in period	<u>65,029</u>	<u>0</u>
	77,776	14,093
Released in period	<u>(21,014)</u>	<u>(1,346)</u>
At end of year	<u>56,762</u>	<u>12,747</u>
 <b>Current Deferred Income</b>	 <u>5,729</u>	 <u>1,218</u>
 <b>Non-Current Deferred Income</b>	 <u>51,033</u>	 <u>11,529</u>
 <b>Deferred Government Grants</b>		
Deferred between one and two years	10,895	2,319
Deferred between two and five years	12,337	2,712
Deferred in five years or more	<u>33,730</u>	<u>7,715</u>
	<u>56,762</u>	<u>12,747</u>
 <b>Deferred after five years or more</b>		
Government Grants	<u>33,730</u>	<u>7,715</u>

**17. TRADE AND OTHER PAYABLES**

	1 Jan – 31 Dec 2014	1 Jan – 31 Dec 2013
	Euro	Euro
Trade Payables	37,108	21,517
Accruals and Deferred Income	<u>27,478</u>	<u>46,356</u>
	<u>64,586</u>	<u>67,873</u>
 Trade Payables are analysed as follows:		
	2014 Jan-Dec Euro	2013 Jan-Dec
Within credit period	28,519	12,032
Exceeded credit period	<u>8,589</u>	<u>9,485</u>
	<u>37,108</u>	<u>21,517</u>

Accruals include estimates for goods and services received prior to 31 December 2014 and for which invoices have not yet been received by the Local Council.

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**18. CONTINGENT LIABILITIES**

The council has received goods and services that are being disputed. The total amount of these contingent liabilities amount to €3,538.

**19. CAPITAL COMMITMENTS**

	1 Jan – 31 Dec 2014	1 Jan – 31 Dec 2013
	Euro	Euro
-- Capital expenditure that has been approved but not provided for in the Financial Statements		
(i) Street Lighting	0	0
- Capital expenditure that has been approved but not yet contracted for.		
(ii) General upgrading works	0	10,750
	<u>€ 0</u>	<u>€10,750</u>

**20. FAIR VALUES ESTIMATION**

The nominal values less estimated credit adjustments of receivables and payables are assumed to approximate their fair values, otherwise, these have been adjusted to approximate their fair values.

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**21. RELATED PARTY TRANSACTIONS**

The Pembroke Local Council has the following related parties, exercising:

- i. Significant Control – The Department of Local Government
- ii. Joint Control – Group H Joint Committee for Local Enforcement and North Regional Committee for Local Enforcement
- iii. No Control – Arms Ltd., Water Services Corporation, Enemalta Corporation, WasteServ Malta Ltd., Malta Information Technology Agency, Northern Harbour District Joint Committee, Malta Tourism Authority, Bank of Valletta plc., South Regional Committee, Gozo Regional Committee, South Eastern Regional Committee, Central Regional Committee, Police General Head Quarters, Malta Environment and Planning Authority and the Department of Lands.

The following were the significant transactions carried out by the Council with related parties having significant control:

	<b>2014</b>	<b>2013</b>
	<b>Euro</b>	<b>Euro</b>
Annual Financial Allocation	354,083	354,401
<b><u>Key Management Emoluments</u></b>		
Executive Secretary	26,852	23,934
Mayor's Honoraria	6,868	6,703
Mayor & Councillors' Allowances	6,400	6,400

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**22. FINANCIAL RISK MANAGEMENT**

The Council's activities expose it to a variety of financial risks such as market risk, credit risk, liquidity risk and interest rate risk. The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimize potential adverse effects on the Council's financial performance.

*Market Risk*

The Council's interest rate risk arises from its deposits with financial institutions. The Council does not have any long term borrowings. In general, the Council's exposure to risks associated with the effects of fluctuations in the prevailing levels of market interest rates on its financing position and cash flows are not deemed to be substantial by the Councillors and Executive Secretary in view of the nature of the assets and liabilities.

*Credit Risk*

Financial assets which potentially subject the Council to concentrations of credit risk which are principally made up of cash at bank and debtors. The Council's cash is placed with a quality financial institution. The Council has appropriate policies to ensure that income is received from sources with appropriate credit history. In this respect, credit risk with respect to debtors is monitored continuously and the Council places a provision on any debt on which there is doubt of recoverability. Furthermore, credit risk is limited due to the fact that government-owned customers comprise a high percentage of the council's debtor base. LES Debtor balance has been provided for fully with an allowance for bad debts.

The Council's exposure to credit risk is limited to the carrying amount of financial assets recognised at the end of the reporting period and is summarized as follows:

	2014 €	2013 €
<b>Classes of financial assets - carrying amounts</b>		
Trade and other receivables	54,244	67,103
Cash and cash equivalents	<u>315,737</u>	<u>237,440</u>
	<u>369,981</u>	<u>304,543</u>



**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

Included in the council's trade receivable there are no balances which are past due and which have not been provided for.

	<b>2014</b>	<b>2013</b>
	<b>Euro</b>	<b>Euro</b>
31-60 days	44,512	826
61-90 days	0	0
91-180 days	1,030	281
181-365 days	6,058	1,859
Over 365 days	<u>526</u>	<u>5,553</u>
	<u>52,126</u>	<u>8,519</u>

*Foreign Currency Risk*

Foreign currency transactions arise when the Council buys or sells goods whose price is denominated in a foreign currency, or incurs or settles liabilities, denominated in a foreign currency. The council does not trade in any foreign currency transactions.

*Interest Rate Risk*

Interest rate risk mainly arises through interest bearing liabilities and assets. The objective of interest rate risk management is to optimize the balance between minimizing uncertainty caused by fluctuations in interest rates and maximizing the net interest income and expense.

*Liquidity Risk*

Liquidity risk is defined as financial distress, an extraordinary measure which needs to be taken to manage the Council's present commitments arising due to shortage of funds. The objective of liquidity risk management is to maintain sufficient liquidity, and to ensure that it is available within the necessary time frame in order not to create financial distress and curtail current obligations as well as future short term commitments. The Council monitors and manages its risk to a shortage of funds by maintaining sufficient cash and by monitoring the availability of raising funds to meet commitments due. In fact, at year end, the Council has as cash and cash equivalents the amount of € 315,737. This should ensure an ongoing working capital of the Council for the next 12 months. The Council also maintains a positive net asset position ensuring that adequate headroom is available to cover present liabilities as well as short term obligations and commitments arising.

At 31 December 2014, the Council's financial liabilities have contractual maturities which are summarised below:

**PEMBROKE LOCAL COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**

	Current within 1 year €	Non-Current 1 to 5 years €	Non-Current later than 5 years €
Payables	37,108	-	-
Accruals	<u>27,478</u>	<u>-</u>	<u>-</u>

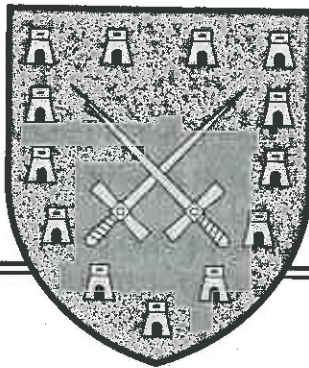
This compares to the maturity of the Council's financial liabilities in the previous reporting period as follows:

	Current Within 1 year €	Non-Current 1 to 5 years €	Non-Current later than 5 years €
Payables	21,517	-	-
Accruals	<u>46,356</u>	<u>-</u>	<u>-</u>

**23. SUMMARY OF FINANCIAL ASSETS AND LIABILITIES**

The carrying amounts of the council's financial assets and liabilities as recognized at the reporting dates under review are categorized as follows:

	2014 €	2013 €
<b>Current assets</b>		
Loans and receivables:		
Trade and other receivables	54,244	67,103
Cash and cash equivalents	<u>315,737</u>	<u>237,440</u>
	<u>369,981</u>	<u>304,543</u>
<b>Current liabilities</b>		
Financial liabilities measured at amortised cost:		
Payables	37,108	21,517
Accruals	<u>21,749</u>	<u>45,138</u>
	<u>58,857</u>	<u>66,655</u>



*Dok 4*

Ref. Tagħna : 46/1960/15/O/366/94/370/205/333/264  
Ref. Tiegħek :  
Ref. Interna : 46/1879/14/I

19 ta' Mejju 2015

**Ministeru għall-Ġustizzja, Kultura u Gvern Lokali**  
Seg. Parlamentari għall-Gvern Lokali  
House of Catalunya  
Triq Marsamxett  
Valletta.

**Att : L-Onor. Seg. Par. Dr. Stefan Buontempo** (Email: stefan.buontempo@gov.mt)

## **Management Letter 2014**

B'referenza għall-Management Letter għas-sena finanzjarja li għalqet fil-31 ta' Diċembru 2014 (Kopja annessa), f'isem il-Kunsill Lokali Pembroke nixxju l-follja ta' li:

- 2.1 Il-Kunsill dejjem jipprova jagħmel dak kollu possibbli biex il-Kumitat Kongunt jipprovdi Accounts Awditjati, iżda peress li s-sena finanzjarja tagħlaq l-istess bħal dik tal-Kunsill, dan huwa mpossibbli.
- 2.2 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements gew emendata waqt il-proċess tal-verifika.
- 2.3 Il-Kunsill ħa nota tal-kumment għalkemm jixxju jiġi rrimarkat li l-invoices ta' l-LES maħruġa mill-Kunsill huma ġġenerati mis-sistema stess u m'hemm ebda lok li l-Kunsill jista' jemenda dan ir-rapport. Għalhekk il-Kunsill ma kellu ebda kontroll fuq id-deskrepjanza li qed issir referenza għaliha. Jirriżulta li d-differenza hija skond liema rendikont jiġi ġġenerat taħt liema verżjoni, li t-tnejn huwa provduta lill-Kunsill minn Loqus Ltd.
- 2.4 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements gew emendata waqt il-proċess tal-verifika.
- 2.5 Il-Kunsill ħa nota tal-kumment għalkemm dak propost ifisser nefqa zejda li mhux ġustifikata għall-volum ta' xogħol. Jekk il-Gvern ikun lest li jiffinanzja tali programm, il-Kunsill m'għandu ebda problema li jaqleb fuq sistema diġitali, għalkemm ta' min wieħed jiġbed l-attenzjoni li l-proċeduri finanzjarja jesigu li għal kull irċevuta li tinħareġ, din trid tkun fil-format tripliku fejn l-originali

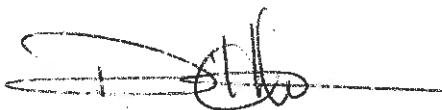
tingħata lill-klijent, kopja tinzamm fil-file tad-dhul u ohra tinzamm fil-ktieb ta' l-irċevuti, sistema li l-Kunsill għadu jadotta sallum il-gurnata.

- 3.1 Il-Kunsill ħa nota tal-kumment. Ta' min jirrimarka li l-fattura tal-kumpanija Elle's Urban Services fiha l-kontenut kollu mitlub skond il-Liġi, jiġifieri ndirizzata lill-Kunsill, data, numru tal-VAT, indirizz u dettalji tal-kumpanija, iffirmata u numru ta' referenza tal-fattura. Sussegwentament il-kuntrattur, kif mitlub, iforni lill-Kunsill irċevuta fiskali.
- 3.2 Il-Kunsill mhux qed jaqbel mal-kummenti u qed joġġezzjona għar-raġunament u l-argumenti ta' l-Udituri. Dan minħabba l-fatt li l-Kunsill ma jistax jifhem kif iddaħħal dan il-kumment meta l-Kunsill jifforma parti minn Kumitat Kongunt fejn it-tenders fuq parir tad-DGL stess kienu kollha ġew estizi. Kien propju f'Diċembru 2013 li d-DGL talab li jinħargu tenders godda u l-Kunsill unanimament approva li dan it-tender għandu jinħareġ flimkien ma' Kunsilli oħra li jagħmlu parti mir-Reġjun Tramuntana, liema tender qed jieħu ħsiebu l-istess Reġjun. Għalhekk il-Kunsill qed jinsisti li għas-sena li qed isir l-Audit, mhux minnu li sar xogħol mingħajr tender.
- 3.3 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements ġew emendata waqt il-proċess tal-verifika.
- 4.1 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements ġew emendata waqt il-proċess tal-verifika.
- 5.1 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Kunsill diġa ħa azzjoni mal-Bank u effettivament irċieva lura l-mizata dovuta.
- 6.1 Il-Kunsill ħa nota tal-kumment li sar għalkemm ma jaqbilx mal-konkluzjonijiet peress li huwa prattikament impossibbli li fl-FAR jitniżżell kull dettal speċjalment meta l-Assett ikun xi proġett ta' kostruzzjoni. Huwa għalhekk li hemm referenza ta' kull Fixed Asset, biex ikun jista' jsir tracking tal-fattura partikulari fejn eventwalment hemm id-dettalji kollha.
- 6.2 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements ġew emendata waqt il-proċess tal-verifika.
- 6.3 Il-Kunsill ħa nota tal-kumment għalkemm ma jaqbilx ma' l-osservazzjonijiet li qed issir referenza għalihom. Dan peress li d-deprezzament qed isir kull xahar u mhux darba fis-sena kif hemm indikat. Tant li r-rapport finanzjarju Pastel evolution stess jobbligak li tgħaddi transazzjonijiet fuq bażi ta' kull xahar. Għalhekk il-Kunsill mhux jaqbel la ma l-osservazzjonijiet wisq aktar mal-konkluzjonijiet.
- 6.4 Il-Kunsill ħa nota tal-kumment li sar.
- 6.5 Il-Kunsill ħa nota tal-kumment li sar.
- 6.6 Il-Kunsill ħa nota tal-kumment li sar, iżda ma jaqbilx mal-konkluzjonijiet. Dan minħabba l-fatt li l-Kunsill ma jistax jifhem għala għandu jassigura t-tarmak li sar fit-toroq. Dan m'għandu ebda skop għajr li jgħolli l-valur ta' l-

assigurazzjoni. Il-Kunsill ma jistax jara l-possibilita' li f'kaz li jkollu xi sekwestru jew subbasta, ikollu jbigħ l-istess tarmak u qatran.

- 7.1 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements gew emendata waqt il-proċess tal-verifika.
- 7.2 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements gew emendata waqt il-proċess tal-verifika.
- 7.3 Il-Kunsill ħa nota tal-kumment li sar.
- 8.1 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements gew emendata waqt il-proċess tal-verifika.
- 8.2 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements gew emendata waqt il-proċess tal-verifika.
- 8.3 Il-Kunsill ħa nota tal-kumment u fil-fatt kif indikat fir-rapport, il-Financial Statements gew emendata waqt il-proċess tal-verifika.

Tislijiet,



Avv. Dean Hili  
**Sindku**



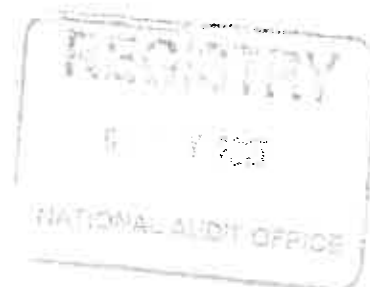
Kevin Borg  
**Segretarju Ezekuttiv**

**Kopja :** *Lid-Direttur, Dipartiment għall-Gvern Lokali*  
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*Udituri Lokali – PKF*

**LOCAL COUNCIL PEMBROKE**

**REPORT TO MANAGEMENT**

**FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2014**



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The Mayor  
Pembroke Local Council,  
Triq Alamein,  
Pembroke, PBK 1776  
Malta

17<sup>th</sup> April 2015,

**Re: Financial statements for the year ended 31 December 2014**

As you are aware, our firm has been appointed by the National Audit Office to carry out the annual audit of the financial statements of your Council. During the course of our audit for the year ended 31 December 2014 we have reviewed on a test basis the accounting system and procedures operated by your Council. We have also reviewed the operations of the Council and how they conform to the Local Councils Act, 1993, the Financial Regulations issued in terms of this Act, and the supplementary Financial Procedures. You appreciate that our examination cannot be expected to disclose every weakness and therefore the matters dealt with in this report are not necessarily the only shortcoming which exists. This report is intended as a source of guidelines for the Council to fine tune its systems for better compliance, internal control and governance.

This report has been distributed to your Council, the National Audit Office and Department of Local Councils. The contents of this report shall not be quoted in part or in full or used in anyway other than the above-mentioned scope, without our written consent.

## **1. Follow-up: Management Report – Year Ended 31 December 2013**

### **1.1      *Local Enforcement System***

The council does not have direct control on this matter as it is dependent on third party reports and therefore it could not address this issue. In this respect, we draw your attention to paragraph 2.1 of our management report.

### **1.2      *Income from Bye-Laws***

The council has addressed the matter during the year under review with respect to sale of books. However, we still found other classification matters and we refer to paragraph 2.2 of our management report.

### **1.3      *Documentation and record keeping***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 3.2 of our management report.

### **1.4      *Procurement Procedures***

The council has addressed this issue during the year under review.

### **1.5      *Categorization of assets and depreciation thereof***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 6.2 of our management report.

### **1.6      *Insurance Policy***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 6.6 of our management report.

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

The council has addressed this issue during the year under review.

### **1.8      *Capital Commitments***

The council has addressed this issue during the year under review.

### **1.9      *Assets no longer used by the council***

The council has addressed this issue during the year under review.

### **1.10     *Prepayments and Accrued Income***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 4.1 of our management report.

### **1.11     *Amounts due from Water Services Corporation***

The council has addressed the matter during the year under review.

### **1.12     *Accrued Expenditure and Trade Payables***

The council has not addressed the issue during the year under and we therefore draw your attention to paragraph 7.2 of our management report.

### **1.13     *Classification of Payables***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 7.1 of our management report.

### **1.14     *Disclosure of Contingent Liabilities***

The council has not addressed this issue during the year under review and we therefore draw your attention to paragraph 7.3 of our management report.

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

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 8.2 of our management report.

**1.16      *Disclosures required in respect of Local Councils' Financial Procedures***

The council has not addressed the matter during the year under review and we therefore draw your attention to paragraph 8.1 of our management report.

**1.17      *Financial Statements Presentation***

The council has not addressed this issue during the year under review and we therefore draw your attention to paragraph 8.3 of our management report.

**1.18      *Council Minutes uploaded on the Website***

The council has addressed this issue during the year under review.

## **2. INCOME**

### **2.1      *Local Enforcement System***

#### ***Observations***

By the date of conclusion of our audit work, the Council had still not received the audited annual report of the North Joint Committee for the year ended 31<sup>st</sup> December 2014. It is important to highlight that the Joint Committee function ended in August 2011 consequently starting from September 2011 the Local Enforcement System was delegated to Regional Committees. During the year under review, the Council did not receive any income in relation to income arising from pre-Region LES contraventions.

#### ***Issue arising***

We appreciate that the LC has no control over the administration of the Joint Committee. However, in view of the absence of an audited annual report from the North Joint Committee for the year ended 31<sup>st</sup> December 2014, the audit team could not rely on third party financial information to obtain reasonable assurance on the completeness of amounts being recorded in the financial statements as income and expenditure arising from the Local Council Enforcement System in relation to contraventions issued pre-Regional Committees.

#### ***Recommendations***

The Council is advised to pressure the North Joint Committee so that the latter would produce the outstanding reports and the Council could then be in a position to factor any accounting provisions as the case may be in its financial statements. We have qualified our audit report in this regards.

### **2.2      *Income from Bye-Laws***

#### ***Observations***

The Council organised a number of activities during the year under review and collected the following income:

Activity 21/03/14	€ 99.00
Hamis Ix xirka	€ 72.00
Fun train activity	€ 206.50
Jum Pembroke Wine & Pizza	€140.00

This income was disclosed under General Income (note 6 of the financial statements) instead of under Bye-Law income in note 5 of the financial statements).

### ***Issues Arising***

Article 61 of the Local Councils Act (Cap 363) states that such additional income raised should be covered by a bye-law. In fact, the Council has a bye-law in place regulating income arising from courses, activities, and outings. Hence, income from activities fall under income generated from this specific bye-law and should therefore be disclosed accordingly.

### ***Recommendations***

The Council is advised to ensure that all income generated from bye-laws is disclosed properly in the financial statements under the heading of income arising from bye-laws. Following our recommendation, the Council adjusted the financial statements accordingly.

## **2.3 LES Post Regional 10% Commission**

### ***Observations***

During 2014, the Council has issued invoices amounting to €4,601 in total to the LES Regional Committees for commissions on post region LES fines paid at Pembroke Local Council. This is equivalent to the amount recorded in the books as well as to the actual amount deposited by the Council. However, according to Report 483 – Post Regional Tickets, the council's share of commission for 2014 amounts to €4,613, resulting in a minor difference amounting to €12.

### ***Issues Arising***

No inconsistencies were found between income recorded and invoices issued. Although, a minor difference of €12 resulted between Report 483 – Post Regional Tickets issued by the LES system and invoices.

### ***Recommendations***

The minor difference could be a result of timing differences; hence we suggest that the actual amount deposited by the Council (thus invoiced) should be reconciled with the LES report.

## **2.4 Other supplementary Government Income**

### ***Observations***

The funds received in the name of the Local Council from the Department of Local Council directly to the WasteServ Malta Ltd to pay tipping fees of €14,157 was recorded and disclosed as *Other Government Income*.

### ***Issues Arising***

In accordance with MEMO 1/2015, the funds received from the Department of Local Council in respect of WasteServ Malta Ltd to pay tipping fees have to be recorded and disclosed as *Other Supplementary Government Income* in the financial statements for the year ended 31<sup>st</sup> December 2014.

### ***Recommendations***

The Council is advised to ensure that it comply with MEMO 1/2015. Following our recommendation, the Council adjusted the financial statements accordingly.

## **2.5      *System of Council Income Receipting and Invoicing***

### ***Observations***

The Council uses a system of official receipts for incoming funds. Such system is manual based. We noted the following shortcomings in respect to the Council system of receipting and invoices:

- The current system for income recording does not provide a proper electronic audit trail system

### ***Issues Arising***

The current model adopted by the Council should work well, but the system needs a substantial amount of human manual intervention. While it could result in errors, such system may also be time consuming.

From an invoicing point of view, best practice suggests that the Council should issue proper serial numerated invoices to third parties to record its various sources of income. This of course relates to income which would be receivable but not yet paid. These invoices would also be recorded in the debtors' ledger and the nominal ledger in Sage Pastel accounting software and thus a debtors' system would be maintained. This system ensures that all income is properly accounted for when it arises as well as it produces a standard system of invoicing.

### ***Recommendations***

We take the opportunity to advice that the Council may consider to implement a centralised electronic receipting system. Such system would facilitate cash reconciliations, filtering of data and recording of income in the general ledger with reduced human intervention. At the same time, it ensures that all receipts are in numerical order, thus enabling a proper audit trail system.



### **3. EXPENDITURE**

#### **3.1 Inappropriate Documentation**

##### ***Observations***

Throughout the audit fieldwork on the expenditure, the audit team identified a payment to EII's Urban Services amounted to €10,742.11 that was not supported by a proper invoice in terms of the VAT Act 1998.

##### ***Issues arising***

Having expenditure unsupported by appropriate documentation goes against the requirements of the Local Councils Procedures (1996-Finance) K.L.P. 1/96, P1.11b. It should be the Council's policy that all expenditure and payments should only be affect against an appropriate invoice. The provision of a computer-generated invoice or receipt does not satisfy the requirement of the Financial Procedures that mandates Councils must obtain a valid tax invoice for all its purchases.

##### ***Recommendations***

The Council is well advised to ensure that an appropriate tax invoice, as prescribed by the respective procedures, is obtained for all the expenditure incurred by the Council. Payments unsupported by an appropriate invoice should be avoided.

#### **3.2 Procurement Procedures**

##### ***Observations***

We noted that the expenditure for Street Lightening incurred by the Council is not covered by a tender.

##### ***Issues Arising***

We understand that in accordance with 19(1)(a) Subsidiary Legislation 363.160, one of the functions of the Regional Committee is to provide for the proper upkeep and maintenance of street lighting in accordance with national and international standards. However, Memo 34/2013 issued in December 2013 requires Local Councils to issue a new tender for a full year in relation to Street Lighting services which contract may be extended to a maximum of three years.

### ***Recommendations***

We recommend that Council to follow the matter with the Regional Committee.

### **3.3 Other expenditure shortcomings**

#### ***Observations***

While checking the tipping fee expense the team found out that the fee for December which amounted to €901 was not included in the account. This was wrongly posted in the bulky refuse account.

#### ***Issues arising***

The tipping fees expense is under-recorded and bulky refuse expense is over-charged.

#### ***Recommendations***

We recommend that this is adjusted so that the expense accounts show the proper expense incurred. Following our recommendation, the Council adjusted the financial statements accordingly.

## **4. RECEIVABLES**

### **4.1 Prepayments and Accrued Income**

#### ***Observations***

During our fieldwork testing, it was noted that the Council failed to account for accrued bank interest receivable amounting to €33 generated from HSBC fixed bank account.

In addition, the list of accrued income includes an amount of €500 relating to a library scheme. This amount is already accounted in the list of receivables.

#### ***Issues Arising***

In order for the Council to comply with the requirements of International Financial Reporting Standards, it needs to account for accrued income correctly based on the year this relates to.

### ***Recommendations***

We recommend that the Council makes a proper assessment of its accrued income and prepayments at the end of every financial reporting period and record them appropriately in the financial statements. Following our recommendation, the Council adjusted the financial statements accordingly.

## **5. CASH AND CASH EQUIVALENTS**

### ***5.1 Taxation of Investment Income***

#### ***Observations***

During our audit fieldwork, we noticed that as from November 2014 the Council is being charged withholding tax on its investment income arising from capital investment in a local bank. Withholding tax of €11.44 was charged during the year.

#### ***Issues Arising***

It should be brought to your attention that the Local Councils are not subject to taxation on income in terms of Article 12(1) (e) of the Income Tax Act.

#### ***Recommendations***

In view of this, the Council already advised the bank in writing to revoke the withholding tax mandate accordingly and reimburse the tax withheld.

## **6. PROPERTY, PLANT, AND EQUIPMENT**

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

#### ***Observations***

We noted that the description of the asset in the FAR card does not always contain the desired detail. For instance we noticed additions such as “Gnien ta Kalkutta – repair works”, “Gnien ta Kalkutta - extra civil works” and “Construction of accessible ramps” which are too generic. In addition there is no common reference in the description of the asset in the FAR and the related transaction posting reference in the nominal ledger.

### ***Issues Arising***

The upkeep of FAR is of utmost importance to the Council. The FAR helps the Council to keep track of details of each fixed asset, ensuring control and preventing any misappropriation of assets. It also keeps track of the correct value of assets, which allows for computation of depreciation and for insurance purposes.

### ***Recommendations***

The description of the asset in the FAR card should contain the highest degree of detail possible and such description should not be of a generic nature.

## **6.2      *Categorisation of assets and depreciation thereof***

### ***Observations***

Litter bins amounting to €1,097.85 have been recognised under 'Urban Improvements' asset category whereas these should have been expensed directly to the Statement of Comprehensive Income.

### ***Issues Arising***

The Council is not following the requirements of memo 150/2010 and has continued recognising litter bins as capital expenditure in the FAR instead of expensing these immediately to the Statement of Comprehensive Income.

### ***Recommendations***

The Council is advised to ensure that any litter bins are duly expensed in the year of purchase. Following our recommendation, the Council adjusted the financial statements accordingly.

## **6.3      *Depreciation***

### ***Observations***

Depreciation charge for the year amounts to €55,431 which is being calculated by the SAGE accounting package. Depreciation is calculated on a yearly basis using the reduced balance method at rates calculated to write off the cost less residual value of each asset over its expected useful life.

Moreover, we noted that additions amounting to €44,936.58 categorised under 'Urban Improvements' were not depreciated even though the project has been finalised and capitalised during the month of December.

### ***Issues Arising***

In terms of IAS 16, depreciation commences when an asset is in the location and condition that enables it to be used in the manner intended by the Council. Depreciation ceases at the earlier of its derecognition (sale or scrapping) or its reclassification as 'held for sale' and should be reviewed at least at each year end. The Council should calculate the depreciation on a monthly basis rather than on an annual basis.

### ***Recommendation***

The Council is advised to ensure that depreciation commences when an asset is in the location and condition that enables it to be used in the manner intended by the Council in accordance with IAS 16. Furthermore, the Council should comply with the Accounting Policy disclosed on page 10 of the Financial Statements.

## **6.4 Reconciliation of financial statements to FAR**

### ***Observations***

The audit team identified variances between the deprecation charge of the assets in the financial statements and the depreciation charge posted in the FAR. These are summarised below:

<b>Class of Assets</b>	<b>Depreciation as per Financial Statements</b>	<b>Depreciation as per FAR</b>	<b>Difference</b>
	Euro	Euro	Euro
Office Furniture, Fixtures and Fittings	1,048.00	1,022.76	25.24
Office Equipment	2,556.00	2,316.30	239.70
Urban Improvements	32,148.00	32,391.80	(243.80 )
Construction	19,482.00	19,396.64	85.36
Plant and Machinery	197.00	174.11	22.89

### ***Issue Arising***

The depreciation charge of the assets in the financial statements does not reconcile with the depreciation charge in the nominal ledger.

### ***Recommendations***

The council is advised to investigate and reclassify accordingly the depreciation variances identified between asset categories in the financial statements and the FAR.

## **6.5 Computer Software**

### ***Observations***

We have noted that the Council does not have computer software recognised and measured in its books. However, we noted that during the year under review, it has incurred an expense of €118 for “reinstallation of the Sage Pastel”. The reinstallation of the Sage Pastel has been correctly recognised as an expense.

### ***Issues Arising***

In terms of IAS 38 – Intangible Assets, computer software falls under the definition of intangible assets that is a non-monetary asset which are without physical substance and identifiable. An intangible asset meeting the recognition criteria must be measured initially at cost, subsequently measured at cost or using the revaluation model, and amortised on a systematic basis over their useful life.

### ***Recommendation***

Capital items should be duly accounted for in line with the relevant International Financial Reporting Standards.

## **6.6 Insurance Policy**

### ***Observations***

We reviewed the Council’s insurance policy in different categories of Property, Plant and equipment held by the Council. In fact, the Council has an insurance policy covering the following:

- On the Buildings including debris removal costs at premises for the amount of €72,655.
- On fixtures and fittings whilst contained at the premises of the Council for the amount of €27,190.
- Property in the Open including but not limited to bins, signs, public convenience, and playground/playing fields for the amount of €81,000
- On all Electronic Equipment for the amount of €45,370

The Council's total cost of fixed assets, excluding amounts not yet capitalised, as disclosed in its financial statements amounts to €1,700,112 as follows:

Asset	Cost as per accounts
Office Furniture & Fittings	€24,583
Office Equipment	€45,367
New Street Signs	€11,787
Urban Improvements	€393,083
Construction	€547,060
Special Programs	€653,660
Trees	€18,091
Plant & Machinery	€6,481

### ***Recommendation***

The council must comply with section LCP 1.15b.04 of the Local Councils (Financial) Procedures, 1996 by carrying out a periodic review to assess the adequacy of the councils' insurance cover.

## **7. PAYABLES**

### **7.1 *Classification of payable***

#### ***Observations***

During the audit fieldwork, the audit team noted that "note 19 – Provisions" discloses accruals and deferred income amounting to €27,478 and €46,356 for 2014 and 2013 respectively.

### ***Issues arising***

Accruals and deferred income should not be accounted for under "Provisions" but be reported under "Trade and other payables" in accordance with the requirements of IAS1 – Presentation of Financial Statements.

### ***Recommendations***

The Council is advised to ensure proper disclosure of all items within the financial statements is undertaken correctly in line with the requirements of International Financial Reporting Standards. Following our recommendation, the Council adjusted the financial statements accordingly.

## **7.2 Trade Payables**

### ***Observations***

A creditor Ell's Urban Services has charged an amount of €10,742 for patching works done during December and this was the amount that was recorded in the accounts however the actual amount paid to Ell's was €10,179 on February 2015. A credit note with the difference of €563 has to be issued.

### ***Issues arising***

The creditor and the expense are overstated by €563

### ***Recommendations***

We recommend that the council adjusts for this amount in the financial statement so that the creditor and the expense are properly recorded. Following our recommendation, the Council adjusted the financial statements accordingly.

## **7.3 Disclosure of Contingent Liabilities**

### ***Observations***

The Council has disclosed €3,538 by way of contingent liabilities. IAS 37 defines a contingent liability as an obligation that is either:



- A possible obligation arising from past events, the outcome of which will be confirmed on the only occurrence or non-occurrence of one or more uncertain future events which are not wholly within the control of the local council, or
- A present obligation arising from past events, which is not recognised either because it is not probable that an outflow of resources will be required to settle an obligation or the amount of the obligation cannot be measured with sufficient reliability.

#### ***Issues Arising***

IAS 37 sets the threshold for accrual at “more likely than not”. Thus, if there is even a hint that the obligation is more likely to exist than to not exist, the Council will need to formally recognise it if an amount can be reasonably estimated.

#### ***Recommendations***

We recommend that the Council assess the likelihood of the contingent events and applies the requirements of IAS 37 in this regards.

## **8. OTHER DISCLOSURES IN THE FINANCIAL STATEMENTS**

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

#### ***Observations***

The financial statements prepared and approved by the Council do not contain the corresponding budget figures for the year under review.

#### ***Issues Arising***

According to the Financial Procedures supplementing the Financial Regulations issued in terms with the Local Councils Act, 1993, the financial statements should include the budget for the period. However, in line with Local Councils’ generally accepted reporting procedures, the budget has been excluded from these financial statements. We have made a note to this effect in our audit report.

## **8.2 Disclosures required in respect of certain IFRSs**

### ***Observations***

The councils are required to prepare financial statements in conformity with International Financial Reporting Standards. During our audit we pointed out that the council's financial statements were not fully compliant in all respect with the requirements of these standards.

Among other things, omissions were noticed in relation to the following disclosures:

- The council did not disclose the list of all the relevant new and amended IFRSs that have been adopted by the council in the preparation of the financial statements.
- The council is not disclosing all the requirements of IAS 24 Related Party Disclosures in the notes to the financial statements. If there have been transactions between related parties, IAS 24 requires disclosure of the nature of the related party transactions as well as the outstanding balances necessary for understanding of the potential effect of the relationship on the financial statements. These disclosures should be made separately for each category of related parties and would include:
  - The amount of transactions;
  - The amount of outstanding balances, including terms, conditions and guarantees;
  - Provision of doubtful debts relating to the outstanding amounts;
  - Expense recognised during the period in respect of bad and doubtful debts from related parties.

### ***Issues arising***

All disclosures need to be undertaken in line with the requirements of International Financial Reporting Standards. These disclosures include both a quantitative and descriptive nature. In respect of IAS 24, we have made a note in our audit report.

### ***Recommendations***

The financial statements should be prepared in accordance with International Financial Reporting Standards and all necessary prescribed formats and disclosures are to be made accordingly.

### ***8.3 Financial Statements Presentation***

#### ***Observations***

The Local Council (Financial) Procedures, 1996, requires that the financial statements should be prepared in accordance with International Financial Reporting Standards. We have noted the following when reviewing the audited financial statements:

- Property, plant and equipment accounting policy on page 10 should read 'Office Furniture, Fixtures and Fittings' and not 'Office Furniture and Fittings';
- Disposal of 'trees' amounting to €1,944 are included as disposal under the category 'Urban Improvements' in note 12 on page 18;
- Depreciation balance as at 1<sup>st</sup> January 2014/2013 of the 'Special Programmes' is resulting in negative of €263 in note 12/13 on page 18/19;
- The title of note 4 on page 14 should read 'Income raised under Local Enforcement Income';
- Note 14 on page 20 reference should not be made to 'provision for general bad debts' instead it should read 'provision for bad debts';
- Note 15 on page 20 reference should not be made to 'Petty Cash' instead it should read 'Cash in hand';
- Total 'trade and other payables' as at 31<sup>st</sup> December 2013 is note 17 on page 21 not agreeing with amount shown in the statement of financial position and note 24 on page 26;
- On page 4 reference should not be made to 'Operations and maintenance' instead it should read 'Operations and maintenance expenses'.
- Note 23/24 on page 24/26, classes of financial assets – carrying amounts of trade and other receivables should read €55,710 and not €54,327.

### ***Issues Arising***

These financial statements are not fully compliant in all respects with the requirements of these standards mainly disclosures in respect of IAS 1 – Presentation of Financial Statements.

### ***Recommendations***

It is important that the Council takes note of the above matters so as to prepare and present financial statements which are in full compliance with IFRS. Following our recommendation, the Council adjusted the financial statements accordingly in relation to most of the issues raised above.

## **9. Conclusion**

We wish to record that this has been our first audit of your Council and therefore we had no previous experience on your internal control systems, council governance, procurement protocols, staff procedures, neither did we have access to past audit working papers that could have helped us to acquire a faster appreciation of the audit environment and in the process of obtaining detailed information on levels of compliance with the various Acts and guidelines we had to ask questions to officers which may have seemed to be repetitive as answers to most must have been already provided to the outgoing auditors.

We would like to point out that the matters dealt with in this report came to our notice during the conduct of our normal audit procedures which are primarily designed for the purpose of expressing an opinion on the financial statements of the council. In consequence our work did not encompass a detailed review of all aspects of the system and cannot be relied upon necessarily to disclose defalcation or other irregularities or to include all possible improvements in internal control that a more extensive special examination might discover.

We look forward to receiving the Council's response to this management letter, confirming that the Council has discussed the letter and outlining specifically what action is to be taken to remedy the above mentioned weaknesses and errors. We would like to remind the Council that in accordance with memo 1/2015, the reply must be received by 12 June 2015 or six weeks after receipt of the letter from the Auditor General.

For the patience and understanding that you showed us we are truly grateful and in this regard we would like to take this opportunity to thank the staff at the local council and the council members for their cooperation and assistance during the course of the audit.



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Mr. George Mangion  
Senior Partner  
PKF Malta

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

Data: 22/04/2015 sa 19/05/2015

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. Ta' Cekk
292 Staff Salary	€4,016.34	€4,016.34	D	Salary - Apr 2015	24/04/15	na			1200	12021/23/24
293 Staff Overtime	€126.89	€126.89	D	Overtime - Apr 2015	24/04/15	na			1700	12023/24
294 Mayor Allowance	€470.36	€470.36	D	Honoraria - Apr 2015	24/04/15	na			1100	12022
295 CIR	€117.00	€117.00	D	Mayor IT - Apr 2015	24/04/15	na			1100	12025
296 CIR	€897.57	€897.57	D	Employee NI + IT - Apr 2015	24/04/15	na			1200	
297 CIR	€431.57	€431.57	D	Employer NI - Apr 2015	24/04/15	na			1500	
298 Mailpost plc	€24.93	€24.93	D	Courier services - Kunsill taz-Zghazagh flyer	27/04/15	LC 21		65/2015	2640	12026
299 BOV	€4.66	€4.66	D	Ledger fees	30/03/15				3035	
300 BOV	€0.12	€0.12	D	Bank interest	30/03/15				3035	
301 Petty Cash	€161.88	€161.88	D	April Petty Cash	30/04/15					12027
302 Mailpost plc	€99.88	€99.88	D	stamps	07/05/15	40005454		76/2015	2650	12028
303 Arms Ltd.	€50.15	€50.15	D	Gnien 4 ta' Lulju - Dawl 12/02/15 - 17/04/14	05/05/15	20306177			2130	
304 Arms Ltd.	€23.15	€23.15	D	Gnien 4 ta' Lulju - Ilma 12/02/15 - 17/04/14	05/05/15	20306178			2140	
305 Christian Galea	€1,571.25	€1,571.25	T	April Street Sweeping (22 days)	03/05/15	25			3041	
306 Christian Galea	€71.25	€71.25	T	March Street Sweeping (1 extra day)	03/05/15	26			3051	
307 Christian Galea	€2,835.00	€2,835.00	T	April Refuse Collection (21 days)	03/05/15	24			3041	
308 GO plc	€15.58	€15.58	D	21372555 - May Rent	05/05/15	43039233			2150	
309 GO plc	€1.04	€1.04	D	21372555 - April calls	05/05/15	43039233			2160	
310 Intercomp Marketing Ltd.	€125.41	€125.41	K	April FSMA - 11,809 copies	30/04/15	T201762			2670	
311 WasteServ Malta Ltd.	€1,015.26	€1,015.26	D	Apr 01-15 tipping (Gov. Alloc./12=€ 13,010/12)	02/05/15	57007			3043	
<b>Sub Total c/f</b>	<b>€12,059.29</b>	<b>€12,059.29</b>								
<b>Total</b>	<b>€12,059.29</b>	<b>€11,586.11</b>								

## Pembroke Local Council

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Sindku Avw. D. Hili

Segretarju Eżekuttiv K. Borg

Approvati fis-Seduta Nru: 07/K7/2015

D - Direct Order, T - Tender, K - Kwotazzjonijiet, PP - Part Payment, PF - Paid in Full.

Skeda tal-Hlas - Mln 07\_K7\_2015

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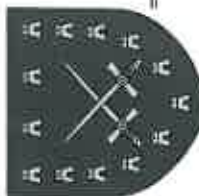
Vice-Sindku R. Lanzon Kunsillier E. Vella Brincat Kunsillier M. Causon Kunsillier C. Cesare

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

Data: 22/04/2015 sa 19/05/2015

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. Ta' Cekk
312 Lara Calleja	€78.84	€78.84	K	April Librarian services	08/05/15	147			2995	
313 Ells Urban Services	€479.70	€455.72	T	Patching fi Triq Patri Serafin Zarb	06/05/15	445		30/2015	2311	
314 Ells Urban Services	€3,654.26	€3,471.55	T	Patching fi Triq Martin Luther King	06/05/15	445		21/2015	2311	
315 Ells Urban Services	€656.32	€623.50	T	Patching fi Triq it-Torri tal-madliena	06/05/15	445		21/2015	2311	
316 Ells Urban Services	€65.00	€61.75	T	Patching fi Triq ANZAC	06/05/15	445		30/2015	2311	
317 Ells Urban Services	€230.82	€219.28	T	Patching fi Triq Camillo Sceberras	06/05/15	445		30/2015	2311	
318 Ells Urban Services	€49.00	€46.55	T	Patching fi Triq Madre M. De Brincat	06/05/15	445		30/2015	2311	
319 Ells Urban Services	€921.74	€875.65	T	Patching fi Triq Gabrielle Henin	06/05/15	445		35/2015	2311	
320 Ells Urban Services	€2,018.08	€1,917.18	T	Patching fi Triq li taghti ghall-bajja	06/05/15	445		53/2015	2311	
321 Ells Urban Services	€239.18	€227.22	T	Patching fi Triq Manuel Buhagiar	06/05/15	445		30/2015	2311	
322 Ells Urban Services	€610.70	€580.17	T	Patching fi Triq Burna	06/05/15	445		21/2015	2311	
323 Ells Urban Services	€26.00	€24.70	T	Patching fi Triq Salvatore castaldi	06/05/15	445		30/2015	2311	
324 Ells Urban Services	€123.84	€117.65	T	Patching fi Triq Tunes	06/05/15	445		30/2015	2311	
325 Ells Urban Services	€158.04	€150.14	T	Patching fi Triq Medjez	06/05/15	445		11/2015	2311	
326 Ells Urban Services	€157.68	€149.80	T	Patching fi Triq Mandalay	06/05/15	445		30/2015	2311	
327 Ells Urban Services	€242.98	€230.83	T	Patching fi Triq Tobruk	06/05/15	445		30/2015	2311	
328 Ells Urban Services	€90.16	€85.65	T	Patching fi Triq Giacchino Le Brun	06/05/15	445		21/2015	2311	
329 Ells Urban Services	€53.28	€50.62	T	Patching fi Triq il-Battalja ta' Malta	06/05/15	445		30/2015	2311	
330 Ells Urban Services	€41.80	€39.71	T	Patching madwar roundabout San Gorg	06/05/15	445		35/2015	2311	
331 Ells Urban Services	€132.00	€125.40	T	Patching fi Triq il-Profvs Walter Ganado	06/05/15	445		35/2015	2311	
<b>Sub Total c/f</b>		€10,029.42								
<b>Sub Total b/f</b>		€12,059.29								
<b>Total</b>		€22,088.71								



## Pembroke Local Council

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Sindku Avv. D. Hili

Segretarju Eżekuttiv K. Borg

Approvati fis-Seduta Nru: 07/K7/2015

D - Direct Order, T - Tender, K - Kwotazzjonijiet, PP - Part Payment, PF - Paid in Full.

Skeda tal-Flas - Mln 07\_K7\_2015

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Viċi-Sindku R. Lanzon      Kunsillier E. Vella Brincat      Kunsillier M. Causon      Kunsillier C. Cesare

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

Data: 22/04/2015 sa 19/05/2015

Fornitur	Ammont li ser Jithallas	Metodu *	Deskrizzjoni	Data tal-Invoice	Nru. tal-Invoice	Nru. tal-PR	Nru. tal-PO	Nru. fan-Nominal Account	Nru. Tač-Čekk
332 OmniStar Office Supplies	€59.00	D	Gas mechanism for 2 chairs	08/05/15	9673		74/2015	2330	
333 GO plc	€18.52	D	21372111 - May Business Talk 500	05/05/15	43039221			2150	
334 Floorpulp Ltd.	€192.32	K	April maid services	11/05/15	SLL01504			3055	
335 MFRA	€510.00	K	Easter tournament - referees	30/04/15	1782		48/2015	3370	
336 Studio8	€600.00	K	25/04/15 activity - sound and lights setup	25/04/15	1768		69/2015	3370	
337 SZA Law Firm	€14.75	D	Spejjez ta' notifika PLC vs MEPA	23/04/15	K004C/1			3140	
338 Arms Ltd.	€375.23	D	PLC office - Dawl 18/01/15 - 09/03/15	20/04/15	20229114			2130	
339 Arms Ltd.	€26.56	D	PLC office - Ilma 18/01/15 - 09/03/15	20/04/15	20229114			2140	
340 Arms Ltd.	€136.50	D	Onien ta' Kalkutta - Dawl 18/01/15 - 09/03/15	20/04/15	20229112			2130	
341 Arms Ltd.	€30.76	D	Onien ta' Kalkutta - Ilma 18/01/15 - 09/03/15	20/04/15	20229112			2140	
342 Arms Ltd.	€52.82	D	Pembroke Battery - Dawl 18/01/15 - 09/03/15	20/04/15	20229111			2130	
343 ICT Solutions	€177.00	D	Partner & evolution annual fees	24/04/15	142007		77/2015	3060	
344 SSS Ltd.	€128.01	K	April cash collection services	30/04/15	2467			3060	
345 Charlie Mifsud	€1,227.88	T	April - Parks & Gardens cleaning	08/05/15	1125			3061	
346 Charlie Mifsud	€119.70	T	April - Parks & Gardens cleaning (MTA area)	08/05/15	1126			3061	
347 Charlie Mifsud	€1,496.25	T	April - Non Urban Roads (21 days)	08/05/15	1127			3052	
348 Charlie Mifsud	€1,496.25	T	April - Soft areas (21 days)	08/05/15	1128			3064	
349 Charlie Mifsud	€1,498.59	T	Mar & Apr - Bulky refuse	12/05/15	1131			3042	
350 Vodafone	€52.00	K	79372111 - April Vodafone Red	01/05/15	4642652			2150	
351 Smart Office Supplies Ltd.	€29.20	K	Colour photo copy paper	13/05/15	22125		75/2015	2960	
<b>Sub Total c/f</b>	<b>€8,241.34</b>								
<b>Sub Total b/f</b>	<b>€0.00</b>								
<b>Total</b>	<b>€8,241.34</b>								



Sindku Avv. D. Hili

Segretarju Eżekuttiv K. Borg

Approvati fis-Seduta Nru: 07/K7/2015  
Kunsill Lokali: Pembroke

Viċi Sindku R. Lanzon

Kunsillier E. Vella Brincat

Kunsillier M. Causon

Kunsillier C. Cesare

Skeda Nru

21 /2015



## Data: 22/04/2015 sa 19/05/2015

Sub Total c/f	€1,724.46	€1,221.54
Sub Total b/f	€22,088.71	€21,118.00
Total	€23,813.17	€22,339.54

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Segretarju Ezekuttiv K. Borg

**Approvati fis-Seduta Nru: 07/K7/2015**

D - Direct Order, T - Tender, K - Kwotazjonijiet, PP - Part Payment, PF - Paid in Full.

Vici Sindku R. Lanzon	Kunsillier E. Vella Brincat	Kunsillier M. Causon	Kunsillier C. Cesare
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**Skeda tad-Dhul bejn 22/04/2015 - 19/05/2015**

	Deskrizzjoni	Ammont tad-Dhul	Nru. tan-Nominal Account	Data	Nru. Tar-Riċevuta
133	Mr. Chandley - 3 Pembroke books	€7.50	0066	21/04/15	3992
134	D. Busuttil - Permess għall-High up	€2.33	0065	22/04/15	3993
135	EF Language School - Picnic activity	€6.99	0065	22/04/15	3994
136	M. Dawdall - 2 Pembroke books	€5.00	0066	22/04/15	3995
137	P. Jaeger - Pembroke Book	€2.50	0066	22/04/15	3996
138	Pellikola Ltd. (film donation)	€200.00	0066	24/04/15	3997
139	M. Lewis - Pembroke Book	€2.50	0066	24/04/15	3998
140	Pullicino - Permess għall-High up	€2.33	0065	24/04/15	3999
141	C. Medait - Permess għall-High up	€2.33	0065	24/04/15	4000
142	Regjun Centru - Jun 2014 (Inv 28/14)	€232.87	0063	27/04/15	4001
143	Regjun Centru - Jul 2014 (Inv 36/14)	€263.20	0063	27/04/15	
144	Regjun Centru - Aug 2014 (Inv 41/14)	€173.99	0063	24/04/15	
145	HSBC Fixed Acc Bank Interest received	€27.56	0091	20/04/15	
146	BOV	€4.66	3035	06/05/15	
147	BOV	€0.12	3035	06/06/15	
148	E. Mercieca - Permess għall-krejn	€2.33	0065	29/04/15	4002
149	Regjun Xlokk - Dec 2014 (Inv 04/15)	€41.93	0063	29/04/15	4003
150	Regjun Xlokk - Jan 2015 (Inv 11/15)	€46.58	0063	29/04/15	
151	Regjun Xlokk - Feb 2015 (Inv 16/15)	€80.31	0063	29/04/15	
152	Regjun Xlokk - Mar 2015 (Inv 21/15)	€82.65	0063	29/04/15	
153	C. Medait - Permess għall-High up	€2.33	0065	29/04/15	4004
154	M. Desira - Permess għall-High up	€2.33	0065	30/04/15	4005
155	M. Desira - Permess għall-High up (2 parking stickers)	€2.00	0066	30/04/15	
156	J. Debono - Permess għal skip	€2.32	0065	04/05/15	4006
157	J. Debono - Permess għal skip (1 parking sticker)	€1.00	0066	04/05/15	
158	Luxol Sports Club - 10 Ubars up to 31/03/2016	€350.00	0066	04/05/15	4007
159	Sliema LES Joint Committee (01/03/11 - 31/08/11)	€265.00	0063	04/05/15	4008
160	Desira - Permess għal open skip	€7.96	0065	05/05/15	4009
161	C. Medait - Permess għall-High up	€2.33	0065	05/05/15	4010
162	V. Agius - Permess għall-High up	€2.33	0065	06/05/15	4011
<b>Sub Total c/f</b>		<b>€1,825.28</b>			
<b>Sub Total b/f</b>		<b>€1,825.28</b>			

**Seduta Nru: 07/K7/2015**

Sindku Avv. Dean Hili

Vici Sindku Raymond Lanzon

Segretarju Eżekuttiv Kevin Borg

Kunsillier Evelyn Vella Brincat

Kunsillier Mark Causon

Kunsillier Charles Cesare

