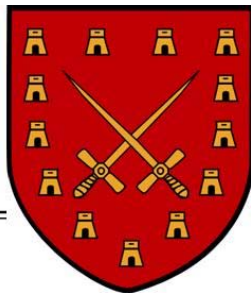


Kunsill Lokali Pembroke

Triq Alamein
Pembroke, PBK 1776,
Malta.

Tel : (+356) 2137 2111 Fax : (+356) 2137 2555

Web page : www.pembroke.gov.mt
e-mail : pembroke.lc@gov.mt

**Pembroke Local Council**

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e-mail : pembroke.lc@gov.mt

MINUTI**Laqgħa tal-Kunsill Lokali Pembroke****TMINN LEGISLATURA****Laqgħa Numru 05/2020**

Il-Ħamis 30 ta' April, 2020

Abbażi ta' Ċirkulari 3/2020 maħruġa mid-Div iżjoni tal-Gvern Lokali, il-Kunsill Lokali Pembroke ma ilhaqax fl-Uffiċċju Amministrattiv tiegħu, iżda l-membri għamlu użu mit-Teknoloġija tal-Informatika biex il-laqgħa saret virtwalment fis-2:00 ta' wara nofsinhar.

PREŻENTI:

Dean Hili – Sindku
Omar Elaref Arab – Viċi Sindku
Charles Cesare – Kunsillier
Raymond Lanzon – Kunsillier

ASSENTI b'APOLOGIJI (Skont Ordni Permanenti 14A (3):

Désirée Vella Brincat – Kunsillier

ASSENTI

Ħadd

UFFIĊJAL PREŻENTI:

Kevin Borg – Segretarju Eżekuttiv

Minuti

Is-Sindku Dean Hili ppresjeda l-laqqgħa.

05.1 Qari tal-ittri ta' apologija.

- 05.1.1. Is-Sindku Dean Hili informa lill-Kunsill li Il-Kunsillier Désirée Vella Brincat kienet skużata u ippropona li l-Kunsill jaċċetta din l-apologija.
- 05.1.2. Il-Kunsillier Charles Cesare issekonda.
- 05.1.3. Il-Kunsill qabel unanimament.

05.2 Kunsiderazzjoni u Approvazzjoni tal-Minuti 04/K8/2020.

- 05.2.1 Is-Sindku Dean Hili ippropona l-approvazzjoni tal-Minuti referenza 04/K8/2020 kif ippreżentati.
- 05.2.2 Il-Kunsillier Raymond Lanzon issekonda.
- 05.2.3 Il-Kunsill qabel unanimament.

05.3 Komunikazzjoni mis-Sindku.

46/1105/20/I Stima mingħand il-kuntrattur tal-Kunsill biex jiġi irrangat ħajt fi Triq Tobruk li ġġarraf wara aċċident tat-traffiku.

- 05.3.1 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1105/20/I** fejn ippropona li l-Kunsill jirratifika l-approvazzjoni li diġa ingħata minħabba l-urġenza u l-periklu li kien hemm. Il-kelliem informa lill-Kunsill li l-istima intbagħtet lill-Pulizija biex tiżdied maċ-ċitazzjoni li ħarġu l-Pulizija lil min għamel il-ħsara.
- 05.3.2 Il-Kunsillier Charles Cesare issekonda.
- 05.3.3 Il-Kunsill qabel unanimament.

46/1225/20/I Email mingħand GO Kunsill Lokali Pembroke jinfurmaw lill-Kunsill li mhux ser jibqgħu jipprovdu hosting tal-web page tal-Kunsill wara t-30 ta' Ġunju 2020.

46/1438/20/I Email mingħand id-DGL dwar il-hosting tal-web page il-ġdida tal-Kunsill.

- 05.3.4 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1225/20/I u 46/1438/20/I** fejn ippropona li l-Kunsill isib provider ieħor għall-hosting tal-web page.
- 05.3.5 Il-Viċi Sindku Omar Elaref Arab issekonda.
- 05.3.6 Il-Kunsill qabel unanimament.

46/1439/20/I Email mingħand il-Perit tal-Kunsill bl-ispeċifikazzjonijiet tac-chain link fence u l-arbli għall-multi purpose court ta' Ġnien 4 ta' Lulju.
46/1450/20/I

05.3.7 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1439/20/I** u **46/1450/20/I** fejn ippropona li l-Kunsill għandu kemm jista' ikun jimxi ma' dawn l-ispeċifikazzjonijiet jew ma' konferma li jirċievi mingħand il-fornituri li ser jipprovdu u jagħmlu x-xogħol.

05.3.8 Il-Kunsillier Raymond Lanzon issekonda.

05.3.9 Il-Kunsill qabel unanimament.

46/1489/20/I Email mingħand il-Viċi Sindku Omar Elaref Arab jissuġġerixxi li jiġi installat dog bin fl-akwata ta' Juno Flats.

05.3.10 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1489/20/I** fejn ippropona li l-Kunsill jinstalla dog bin fi Triq Juno ħdejn it-taraġ li hemm li jagħti għal Triq Tunis.

05.3.11 Il-Viċi Sindku Omar Elaref Arab issekonda.

05.3.12 Il-Kunsill qabel unanimament.

46/1525/20/I Email mingħand l-organizzaturi ta' The Grid jinfurmaw lill-Kunsill li l-attività annwali tagħhom qed tiġi posposta għas-Sibt 29 ta' Mejju 2021, u talbu l-approvazzjoni tal-Kunsill għad-data l-ġdida.

05.3.13 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1525/20/I** fejn ippropona li l-Kunsill ma jsibx oġġezzjoni.

05.3.14 Il-Kunsillier Charles Cesare issekonda.

05.3.15 Il-Kunsill qabel unanimament.

46/1526/20/I Email mingħand id-Dipartiment Anzjanità Attiva dwar il-proġett ta' Ċentru għal-Anzjanità Attiva f'Pembroke.

05.3.16 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1526/20/I** fejn ippropona li l-Kunsill jikteb lill-Għaqda Anzjani Pembroke u jitlob mingħandhom proposti dwar x'jaħsbu li għandhom ikunu s-servizzi li għandhom jiġu provduta lill-anzjani, vis-a-vis il-proposta tad-Dipartiment Anzjanità Attiva.

05.3.17 Il-Kunsillier Raymond Lanzon issekonda.

05.3.18 Il-Kunsill qabel unanimament.

46/1560/20/I Email mingħand l-AKL dwar l-attivitajiet proposta mill-Kunsill Lokali li ser jiġu iffinanzjati mill-fondi tal-LESA.

05.3.19 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1560/20/I** fejn ippropona li l-attività li applika għaliha l-Kunsill hija dik tal-Halloween, u għalhekk ippropona li l-AKL jiġu infurmata li la fadal biżżejjed żmien ikun immatur li l-Kunsill jikkancella l-attività minn issa.

05.3.20 Il-Kunsillier Charles Cesare issekonda.

05.3.21 Il-Kunsill qabel unanimament.

46/1600/20/O Ittra lill-Awdituri dwar l-awditjar

- 05.3.22 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1600/20/O** fejn ippropona li l-Kunsill jikkonferma l-ittra indikata mill-awdituri stess.
- 05.3.23 Il-Kunsillier Raymond Lanzon issekonda.
- 05.3.24 Il-Kunsill qabel unanimament.

46/1611/20/I Ittra mingħand student jitlob li jagħmel perjodu ta' Job Exposure mal-Kunsill Lokali Pembroke taħt l-iskema ta' Jobs Plus.

- 05.3.25 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/1611/20/I** fejn ippropona li l-Kunsill ma jsibx oġġezzjoni għal din it-talba.
- 05.3.26 Il-Kunsillier Raymond Lanzon issekonda.
- 05.3.27 Il-Kunsill qabel unanimament.
- 05.3.28 Is-Sindku Dean Hili għamel referenza għax-xogħol li qed isir fl-upgrading tal-latrina ta' Ġnien Madre Teresa ta' Kalkutta, fejn ippropona li l-Kunsill għandu jagħmel xogħol t'upgrading fuq is-saqaf tal-latrina, li jiġi livell ma' Triq Napuljun Tagliaferro, u dan skond il-pariri provduta mill-Perit tal-Kunsill. Il-kelliem ippropona wkoll li ż-żewġ arbli li hemm fiż-żona għandhom jinbidlu ma' oħrajn godda ornamentali.
- 05.3.29 Il-Viċi Sindku Omar Elaref Arab issekonda.
- 05.3.30 Il-Kunsill qabel unanimament.
- 05.3.31 Il-Viċi Sindku Omar Elaref Arab irrakkomanda li l-Kunsill għandu fil-futur jesplora l-possibilità li l-proġetti li jagħmel ikunu jaħdmu b'enerġija alternattiva.
- 05.3.32 Is-Sindku Dean Hili għamel referenza għax-xogħol li qed isir minn Infrastruttura Malta fi Triq Martin Luther King u l-akwata fejn ippropona li ż-żona kollha mill-Junction ta' St Patricks, li tinkludi Triq Martin Luther King, Triq Sir Adrian Dingli u Triq it-Torri tal-Madliena, jsiru jkollha One Way ċirkulari bid-direzzjoni tkun id-dhul kollu minn Triq Sir Adrian Dingli u l-ħruġ ikun minn triq Martin Luther King lejn Triq il-Kosta.
- 05.3.33 Il-Kunsillier Charles Cesare issekonda.
- 05.3.34 Il-Kunsill qabel unanimament.

05.4 Twegibiet għall-Mistoqsijiet tal-Kunsillieri.

- 05.4.1 Peress li ma kienx hemm mistoqsijiet, is-Sindku Dean Hili għadda għall-item li kien imiss.

05.5 Rapporti, ilmenti u ordnijiet ta' xogħlijiet.

- 05.5.1 Is-Segretarju Eżekuttiv Kevin Borg ippreżenta lill-Kunsill:
- **Internal Memo 10/2020** - Lista ta' works orders maħruġa bejn laqgħa referenza 04/K8/20 u 05/K8/20 (**Dok. 1**)
 - **Internal Memo 11/2020** - Lista ta' laqgħat li saru bejn laqgħa referenza 04/K8/20 u 05/K8/20 (**Dok. 2**)

- **Internal Memo 12/2020** - Kwotazzjonijiet relatata max-xogħol ta' Ġnien 4 ta' Lulju (**Dok. 3**)
- **Internal Memo 13/2020** – Rapport tal-laqqgħa tal-Kumitat tal-Finanzi (**Dok. 4**)
- **Internal Memo 14/2020** – Rapport dwar tneħħija t'assi tal-Kunsill (**Dok. 5**)

05.5.2 Is-Sindku Dean Hili għamel referenza għal **Internal Memo 10/2020** dwar works orders maħruġa bejn laqqgħa u oħra, fejn ippropona r-ratifikazzjoni tagħhom, liema works orders inħarġu skond l-esiġenzi li kellu l-Kunsill.

05.5.3 Il-Kunsillier Raymond Lanzon issekonda.

05.5.4 Il-Kunsill qabel unanimament.

05.6 Proposti għal Jum Pembroke 2020.

05.6.1 Is-Sindku Dean Hili għamel referenza għad-diskussjoni informali saret fejn fiċ-ċirkostanzi tal-Covid-19 ippropona li għal din is-sena l-Kunsill ma jorganizza ebda attività tal-massa kif kien isir fis-snin li għaddew. Il-kelliem informa lill-Kunsill ukoll li hemm possibiltà l'issir esebizzjoni virtwali ta' tpinġijiet mit-tfal tal-iskola primarja.

05.6.2 Il-Kunsillier Charles Cesare issekonda.

05.6.3 Il-Kunsill qabel unanimament.

05.6.4 Minhabba ċ-ċirkostanzi ta' kif qed issir il-laqqgħa, is-Sindku Dean Hili ippropona li items **7** (SPI/SCI/09/2019 - C CARE Project - Skema ta' Finanzjament għall-Gvern Lokali għall-Kura tal-Annimali fil-Komunità), u **8** (Public Playgrounds – Requirements for Public Playgrounds Safety, Accessibility, Play-Value and their Management) għandhom jithallew għal-laqqgħa oħra.

05.6.5 Il-Viċi Sindku Omar Elaref Arab issekonda.

05.6.6 Il-Kunsill qabel unanimament.

05.9 Sottomissjonijiet ta' pjanti b'konnessjoni ma' PA/09786/19 (Proposed Embassy of the People's Republic of China in Malta, including all ancillary facilities and excavation).

05.9.1 Is-Sindku Dean Hili għamel referenza għas-sottomissjonijiet ta' pjanti b'konnessjoni ma' PA/09786/19 (Proposed Embassy of the People's Republic of China in Malta, including all ancillary facilities and excavation), fejn ippropona li fid-dawl li l-Gvern Ċiniż diġa huwa sid tal-art wara li lura fil-5 ta' Marzu 2013, il-Gvern tal-ġurnata kien approva li jkun hemm tibdil fil-pjan lokali sabiex fis-sit indikat ikun permissibbli il-bini ta' Ambaxxata, l-Kunsill huwa tal-fehma li abbażi ta' NHPE07, filwaqt li l-Kunsill għandu jirrikonoxxi li hija għafsa ta' qalb għall-lokalità li ser ikollha iċċedi medda art oħra verġni, mil-lat tan-naħa l-oħra fid-dawl ta' ċ-ċirkostanzi il-Kunsill għandu jinsisti li:

- L-iżviluppatur għandu jesplora l-possibilità li l-iżvilupp propost jara li jiġu salvagwardati s-sigari endemiċi li hemm fuq is-sit billi l-iżvilupp jiġi emendat biex fejn huwa possibbli ma jagħmilx ħsara ambjentali,
- Li-żvilupp propost jiġi emendat biex kemm jista' jithalla spazju li ma ttellifx il-vista tal-kosta minn Triq Suffolk,
- Peress li t-terren tas-sit huwa sloping u jinsab f'żona bejn bini skedat, il-bini propost għandu jkun baxx kemm jista' jkun u jikkumplimenta l-istrutturi eżistenti, biex b'hekk jitnaqqas l-impatt viżwali
- Id-dħul u l-ħruġ tal-iżvilupp għandu jkun permezz ta' *by lanes* bil-ħsieb ma jiġix ostakolat it-traffiku;
- L-iżviluppatur għandu jipproteġi l-wirt militari li jista' hemm fuq il-post, fosthom spieri u/jew ġwiebi ta' żmien l-Ingliżi, prinċipalment billi l-proċess tal-iskavar tas-sit jirrispetta l-possibilità kbira li dawn jinstabu fis-sit u f'dak il-każ, jiġu protetti dawn il-fdalijiet militari;
- Kull fejn hemm blank Walls, għandu jiddaħħal il-kunċett ta' Green Walls ħalli l-iżvilupp ikun f'sintonija mal-ambjent tal-madwar.

05.9.1 Il-Viċi Sindku Omar Elaref Arab issekonda.

05.9.2 Il-Kunsill qabel unanimament.

05.10 Approvazzjoni tad-dokument rigward il-Protezzjoni tad-Data.

05.10.1 Is-Sindku Dean Hili ippropona l-approvazzjoni tad-dokument rigward il-Protezzjoni tad-Data kif preparata mill-Avukat imqabblad mill-Kunsill.

- **Dok. 6** - GDPR - data protection policy
- **Dok. 7** - GDPR - data protection clause employee contract
- **Dok. 8** - GDPR - employee privacy notice
- **Dok. 9** - GDPR - privacy notice
- **Dok. 10** - GDPR - recruitment privacy policy
- **Dok. 11** - GDPR - retention of documentation policy
- **Dok. 12** - GDPR - vacancies advert

05.10.2 Il-Viċi Sindku Omar Elaref Arab issekonda.

05.10.3 Il-Kunsill qabel unanimament.

05.11 Aġġudikar ta' Kwotazzjoni 01/2020, Tender 01 u 02/2020.

05.11.1 Is-Sindku Dean Hili għamel referenza għar-rapport tal-Bord tal-Aġġudikar tal-Offerti fejn informa lill-Kunsill li b'referenza għall-offerta **PLC/Q/01/2020 - Quotes for Leasing of Multifunctional Printer**, il-Bord kien qed jirrakkomanda li tiġi aċċettata l-irħas offerta li hija konformi mar-regolamenti. Il-kellem ippropona li l-Kunsill japprova din ir-rakkomandazzjoni.

05.11.2 Il-Kunsillier Raymond Lanzon issekonda.

- 05.11.3 Il-Kunsill qabel unanimament.
- 05.11.4 Is-Sindku Dean Hili għamel referenza għar-rapport tal-Bord tal-Aġġudikar tal-Offerti fejn informa lill-Kunsill li b'referenza għall-offerta **PLC/T/01/2020 - Tender for Provision and maintenance of road markings**, il-Bord kien qed jirrakkomanda li tiġi aċċettata l-irħas offerta li hija konformi mar-regolamenti. Il-kelliem ippropona li l-Kunsill japprova din ir-rakkomandazzjoni.
- 05.11.5 Il-Kunsillier Charles Cesare issekonda.
- 05.11.6 Il-Kunsill qabel unanimament.
- 05.11.7 Is-Sindku Dean Hili għamel referenza għar-rapport tal-Bord tal-Aġġudikar tal-Offerti fejn informa lill-Kunsill li b'referenza għall-offerta **PLC/T/02/2020 - Tender for Services of Contracts Manager**, il-Bord kien qed jirrakkomanda li tiġi aċċettata l-irħas offerta li hija konformi mar-regolamenti. Il-kelliem ippropona li l-Kunsill japprova din ir-rakkomandazzjoni.
- 05.11.8 Il-Viċi Sindku Omar Elaref Arab issekonda.
- 05.11.9 Il-Kunsill qabel unanimament.

05.12 Kwotazzjonijiet relatata max-xogħol ta' Ġnien 4 ta' Lulju.

- 05.12.1 Is-Sindku Dean Hili għamel referenza għal-laqqgħa tal-kumitat tal-finanzi (**Dok. 4**) fejn informa lill-Kunsill li b'referenza għall-offerta
- **PLC/Q/02/2020** (Chain link fence, poles u installazzjoni), il-Bord kien qed jirrakkomanda li tiġi aċċettata l-irħas offerta ta' supply only għal chain link fence u l-irħas offerta għall-provista ta' pajpijiet mis-suq lokali, filwaqt li l-installazzjoni issir mil-kuntrattur tjal-Kunsill J&K Contractors. Il-kelliem ippropona li l-Kunsill japprova din ir-rakkomandazzjoni.
 - **PLC/Q/03/2020** (Concrete floor polish), il-Bord kien qed jirrakkomanda li tiġi aċċettata l-irħas offerta. Il-kelliem ippropona li l-Kunsill japprova din ir-rakkomandazzjoni.
 - **PLC/Q/04/2020** (Supply and lay of court paint), il-Bord kien qed jirrakkomanda li f'dan l-istadju ma tiġi aċċettata ebda offerta. Il-kelliem ippropona li l-Kunsill japprova din ir-rakkomandazzjoni.
 - **PLC/Q/05/2020** (Core drilling), il-Bord kien qed jirrakkomanda li tiġi aċċettata l-irħas offerta. Il-kelliem ippropona li l-Kunsill japprova din ir-rakkomandazzjoni.
- 05.12.2 Il-Kunsillier Raymond Lanzon issekonda.
- 05.12.3 Il-Kunsill qabel unanimament.

05.13 Rapport Finanzjarju Kwart 1 (Jan sa Mar 2020).

- 05.13.1 Is-Sindku Dean Hili ippreżenta r-rapport finanzjarju għall-perjodu Jannar – Marzu 2020. (**Dok. 13**) Il-kelliem ippropona l-approvazzjoni tar-rapport kif ippreżentat u diskuss mill-Kumitat tal-Finanzi.
- 05.13.2 Il-Kunsillier Raymond Lanzon issekonda.
- 05.13.3 Il-Kunsill qabel unanimament.

05.14 Aġġustament għall-Financial Statements għas-sena finanzjarja 2019.

- 05.14.1 Is-Sindku Dean Hili ippreżenta l-Financial Statements għas-sena 2019 kif emendata wara li sar l-Awditjar. **(Dok. 14)** Il-kelliem ippropona l-approvazzjoni tar-rapport kif ippreżentat u diskuss mill-Kumitat tal-Finanzi.
- 05.14.2 Il-Kunsillier Raymond Lanzon issekonda.
- 05.14.3 Il-Kunsill qabel unanimament.

05.15 Rapport Annwali Amministrattiv għas-sena 2019.

- 05.15.1 Is-Sindku Dean Hili ippreżenta Rapport Annwali Amministrattiv għas-sena 2019. **(Dok. 15)** Il-kelliem ippropona l-approvazzjoni tar-rapport kif ippreżentat u diskuss mill-Kumitat tal-Finanzi.
- 05.15.2 Il-Kunsillier Raymond Lanzon issekonda.
- 05.15.3 Il-Kunsill qabel unanimament.

05.16 Risposta għall-ittra tal-Awdituri (Management letter).

- 05.16.1 Is-Sindku Dean Hili informa lill-Kunsill li dan id-dokument għadu ma wasalx u għalhekk għandu jiġi diskuss darb'oħra.

05.17 Rimi ta' assi antiki.

- 05.17.1 Is-Sindku Dean Hili ippreżenta rapport b'lista t'assi li huma antiki u li l-Kunsill għandu jiddisponi minnhom. **(Dok. 5)** Il-kelliem ippropona l-approvazzjoni tar-rapport kif ippreżentat u diskuss mill-Kumitat tal-Finanzi.
- 05.17.2 Il-Kunsillier Raymond Lanzon issekonda.
- 05.17.3 Il-Kunsill qabel unanimament.

05.18 Kunsiderazzjoni u Approvazzjoni tal-iskeda ta' pagamenti.

- 05.18.1 Is-Sindku Dean Hili ippreżenta l-iskeda tad-dħul u ħruġ. **(Dok. 16, 17, 18 u 19)**
- 05.18.2 Wara li l-Kunsilliera raw u skrutinaw il-kontijiet ippreżentati, is-Sindku Dean Hili ippropona l-approvazzjoni tal-kontijiet kollha kif ippreżentata.
- 05.18.3 Il-Kunsillier Raymond Lanzon issekonda.
- 05.18.4 Il-Kunsill qabel unanimament.

05.19 Mozzjonijiet.

- 05.19.1 Is-Sindku Dean Hili nforma li ma kienu daħlu ebda mozzjonijiet u għalhekk għadda għal-item li kien imiss.

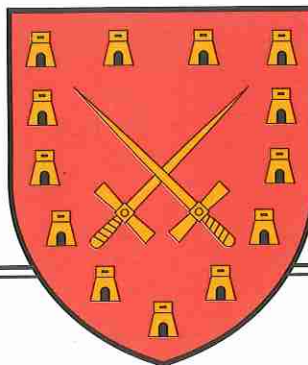
05.20 Tmien tal-laqgħa u data tas-seduta li jmiss.

05.20.1 Il-laqgħa ntemmet fl-16:30pm u ġiet aġġornata għall-Ħamis 28 ta' Mejju 2020 fl-4:00pm.

Konfermati, illum 28 ta' Mejju, 2020

IFFIRMATA
Avv. Dean Hili
Sindku

IFFIRMATA
Kevin Borg
Segretarju Eżekuttiv



Dok 1

Internal Memo Referenza 10/2020

30 ta' April 2020

Lista ta' works orders li jinhtieg li jigu ratifikata bejn il-Laqqha 04/K8/20 u 05/K8/20

Referenza	Kuntrattur	Xoghol ordnat
41	2020	Mica Med
		Sabiex il-lampa li hemm ma' dar numru 2 Triq Napuljun Tagliaferro, titneħħa u titpogga temporanjament fuq arblu fuq il-bankina
42	2020	J&K Contractors
		Jigi irrangat ħajt li twaqqa minn vettura fi Triq Tobruk
43	2020	J&K Contractors
		Jigi irrangat sprall li hemm fi Triq Salvatore Castaldi quddiem l-entrata tal-garaxxijiet
45	2020	J&K Contractors
		Isir manutenzjoni ta' ħitan u l-konkos tal-multi purpose court ta' Gnien 4 ta' Lulju. Importanti li x-xoghol isir skond ir-rati tat-tender u jekk hemm bżonn xi varjazzjonijiet, jinkiseb il-permess tal-Kunsill u/jew il-Perit tal-Kunsill
46	2020	J&K Contractors
		Xoghol konness mal-latrina ta' Gnien Madre Teresa
		<ol style="list-style-type: none"> 1. Jinqala' r-railing li jidher fir-ritratt, bil-filata ta' taħtu b'kollox, u minflok issir suletta tal-konkos, 2. Jinqala' l-paving blocks li hemm, jitnaddaf il-materjal, jingħata liquid membrane, u mal-għub jittla' fuq is-suletta bil-membrane, 3. L-art issir print concrete bil-parti tal-bankina b'kollox, 4. Ir-railing jinżebgħa u jerga' jeħel fis-suletta tal-konkos, 5. Il-grada li hemm bħala ventilazzjoni tax-xaft, t'għola b'zewg filati biex ebda ilma ma jinzel fl-istruttura u l-kmamar ta' taħt, u issir grada oħra fil-wieċ.
47	2020	J&K Contractors
		Xoghol konness ma' Gnien 4 ta' Lulju
		<ol style="list-style-type: none"> 1. Jinqalgħu il-ħitan divizorji u minflok isiru tal-bricks bil-konkos, 2. Issir trinka fil-ħamrija u jitpogga pipe għad-dawl dekorattiv,

Sindku : Avv. Dean Hili Viċi Sindku : Omar Elaref Arab

Kunsilliera : Dr. Désirée Vella Brincat M.D, Charles Cesare u Raymond Lanzon

Segretarju Eżekuttiv : Kevin Borg

3. Jinqalgħu l-pajpijiet u l-fence tal-multi purpose court,
4. Jinqalgħu l-kantun u minflok isir ċint baxx doppju madwar il-multi purpost court, jimtela bil-konkos, isiru l-vireg u coping tal-konkos,
5. Jiġi iffurmat passagġ minn Triq Bice Mizzi Vassallo biex ikun hemm aċċess għall-high up għall-multi purpose court,
6. Jinbidel il-membrane ta' fuq il-latrina u xogħlijiet oħra anċillari,
7. Suġġett għal stima, ix-xogħol jaf jinkludi wkoll manutenzjoni tal-art tal-konkos (xkatlar u mili ta' xquq) u żebgħa mill-għdid, kif ukoll provvista ta' pajpijiet u chain link fence mad-dawra tal-multi purpose court.

48	2020	Mica Med	<ul style="list-style-type: none"> Lampa li tinsab fuq wara tal-knisja mal-faċċata fi Triq Giorgio Mitrovich Lampa W163 li tinsab mal-ġenb ta' Blokk D fi Triq Giorgio Mitrovich
49	2020	Mica Med	Lampa W069 li tinsab ma' faċċata ta' dar numru 29 fi Triq Gio Felice Inglott



Kevin Borg
Segretarju Eżekuttiv

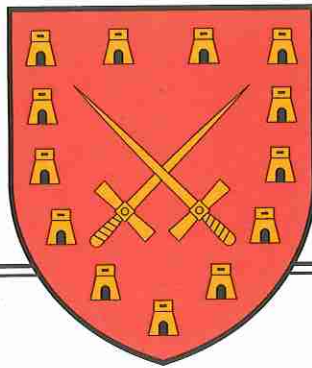


Awtorizzazzjoni tas-Sindku Dean Hill sabiex tiġi ċċirkolata lill-Kunsilliera

Sindku : Dean Hill LL. D. **Viċi Sindku :** Omar Elaref Arab
Kunsilliera : Désirée Vella Brincat, Charles Cesare u Raymond Lanzon
Segretarju Eżekuttiv : Kevin Borg

Kunsill Lokali Pembroke

Triq Alamein
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Sok 2

Internal Memo Referenza 11/2020

30 ta' April 2020

Laqgħat li saru bejn il-Laqgħa 04/K8/20 u 05/K8/20

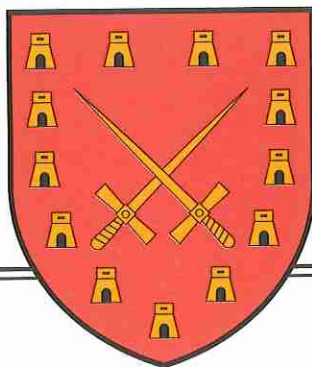
Data	Suggett	Post	Min attenda
26/03/20	Laqgħa tal-Kunsill 04/K8/2020	Online	Dean Hili Omar Elaref Arab Charles Cesare Raymond Lanzon Kevin Borg
27/03/20	Laqgħa tal-Bord tat-tenders	Online	Dean Hili Peter Fenech Ryan Muscat Kevin Agius Kevin Borg
28/03/20	Attivita' Earth Hour 2020	Pembroke	Dean Hili
06/04/20	Laqgħa tal-Bord tat-tenders	Online	Dean Hili Peter Fenech Ryan Muscat Kevin Agius Kevin Borg
13/04/20	Laqgħa tal-Bord tat-tenders	Online	Dean Hili Peter Fenech Ryan Muscat Kevin Agius Kevin Borg
28/04/20	Laqgħa tar-Regjun Tramuntana	Online	Omar Arab


Kevin Borg
Segretarju Eżekuttiv

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

Sindku : Avv. Dean Hili Viċi Sindku : Omar Elaref Arab
Kunsilliera : Dr. Désirée Vella Brincat M.D, Charles Cesare u Raymond Lanzon

Segretarju Eżekuttiv : Kevin Borg



Sok 3

Internal Memo Referenza 12/2020

30 ta' April 2020

Kwotazzjonijiet konnessa mal-multi purpose court 4 ta' Lulju

Ingabru kwotazzjonijiet għall-provvista u twaħħil ta' fence kif ukoll xkatlar u żebgħa tal-ground.

PLC/Q/02/2020 – Chain link fence, poles u installazzjoni				
Kumpanija		Chain link Fence € Exc. Vat	Poles € Exc. Vat	Gate A and B € Exc. Vat
Deba Enterprises	Supply & install	5,915	11,385	374 + 1,101
	Supply only	3,579	10,305	320 + 937
Intersteel & Fence Ltd.	Supply & install	12,000	33,750	1,000 + 4,200
	Supply only	5,800	20,250	600 + 3,000
Gokker Limited	Supply & install	16,390	5,364.90	479.84 + 1,920.40
	Supply only	13,190	1,764.90	399.48 + 1,445.40
Brownrig Supplies Direct Ltd	Supply only		2" – 57.82	
			2 1/2" – 79.06	
			4" – 143.35	
J P Baldacchino & Co Ltd.	Supply only		2 1/2" – 60.00	
			3" – 79.00	
			4" – 115.00	
Paul Magri	Supply only		2 1/2" – 46.20	
			3" – 63.60	
			4" – 88.20	

Sindku : Avv. Dean Hili Viċi Sindku : Omar Elaref Arab
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Segretarju Eżekuttiv : Kevin Borg

PLC/Q/03/2020 – Concrete floor polish		
Kumpanija	Servizz	€ exc VAT
Joe Galea Floor Polisher	Għorik tal-multi purpose court	7.00 / sqr mtr (Vat exempt)
J&K Contractors Ltd.	Għorik tal-multi purpose court	7.50 / sqr mtr
Coleiro Group of Companies Ltd.	Għorik tal-multi purpose court	8.00 / sqr mtr
Pullicino Developers Limited	Għorik tal-multi purpose court	8.25 / sqr mtr

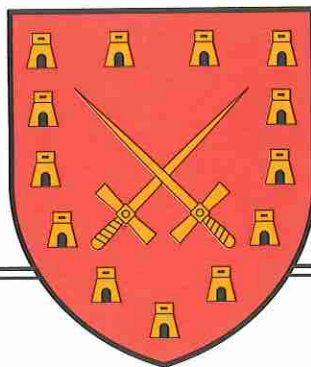
PLC/Q/04/2020 – Supply and lay of court paint		
Kumpanija	Servizz	€ exc VAT
Coleiro Group of Companies Ltd.	Material only	11.00 / sqr mtr
	Workmanship	7.00 / sqr mtr
B. Grima & Sons. Ltd.	Material only	5.33 / sqr mtr
	Supply and lay	27.50 / sqr mtr

PLC/Q/05/2020 – Core drilling		
Kumpanija	Core drilling	€ exc VAT
Solid Base Laboratory Limited	45 ħofra fonda 1 mtr għall-pipe ta' 3"	€33 each
	45 ħofra fonda 1 mtr għall-pipe ta' 12"	€40 each
Rayteck	45 ħofra fonda 1 mtr għall-pipe ta' 3"	€70 each
Kenneth Cachia	45 ħofra fonda 1 mtr għall-pipe ta' 3 ^{1/2} "	€75 each
Terra Core Co. Ltd.	45 ħofra fonda 1 mtr għall-pipe ta' 4"	€81.66 each


Kevin Borg
 Segretarju Eżekuttiv

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

Sindku : Avv. Dean Hili Viċi Sindku : Omar Elaref Arab
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 Segretarju Eżekuttiv : Kevin Borg



Book 4

Internal Memo Referenza 13/2020

30 ta' April 2020

Laqgħa tal-Kumitat tal-Finanzi

Abbażi ta' Ċirkulari 3/2020 maħruġa mid-Divizjoni tal-Gvern Lokali, il-Kunsill Lokali Pembroke ma iltaqax fl-Uffiċċju Amministrattiv tiegħu, iżda l-membri għamlu użu mit-Teknoloġija tal-Informatika biex il-laqgħa saret virtwalment. Il-laqgħa saret nhar il-Ħamis 30 ta' April 2020 fis-13:30pm fejn kienu preżenti l-membri kollha tal-Kunsill, inkluż Is-Segretarju Eżekuttiv Kevin Borg u l-Accountant tal-Kunsill Ryan Muscat.

Rapport tal-Bord tal-Għażla tal-offerti

Is-Segretarju Eżekuttiv Kevin Borg informa lill-Kunsill li l-Bord tal-Għażla tal-Offerti kien kompost mis-Sindku Dean Hili bħala Charman, membri l-Avukat tal-Kunsill Peter Fenech, l-Accountant tal-Kunsill Ryan Muscat, minn Accountant estern Kevin Agius (li huwa ukoll resident), u mis-Segretarju Eżekuttiv Kevin Borg bħala Segretarju tal-Bord.

Is-Sindku Dean Hili informa lill-Kunsill li l-Bord kien qed jirrakkomanda li tender:

- **PLC/Q/01/2020 - Quotes for Leasing of Multifunctional Printer** tingħata lill-kumpanija SG Solutions Ltd, li kellha l-irħas offerta,
- **PLC/T/01/2020 - Tender for Provision and maintenance of road markings** tingħata lill-kumpanija B Gima & Sons Ltd, li kellha l-irħas offerta valida, u
- **PLC/T/02/2020 - Tender for Services of Contracts Manager** tingħata lill-kumpanija Yama Yami Ltd, li kellha l-irħas offerta valida.

Il-membri preżenti qablu mar-rakkomandazzjoni u għalhekk qablu li tali rakkomandazzjonijiet jiġu rakkomandata għall-approvazzjoni tal-Kunsill.

Sindku : Dean Hili LL. D. **Viċi Sindku :** Omar Elaref Arab
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Segretarju Eżekuttiv : Kevin Borg

Kwotazzjonijiet relatata max-xogħol ta' Ġnien 4 ta' Lulju

Is-Segretarju Eżekuttiv Kevin Borg ippreżenta lill-Kunsill skeda ta' stimi li ngabru vis-a-vis il-multi purpose court ta' Ġnien 4 ta' Lulju. **(Internal Memo 12/2020)**

Il-membri qablu unanimament li:

1. PLC/Q/02/2020 – Chain link fence, poles u installazzjoni

Il-fence u iż-żewġ gradi jiġu provduta mingħand **Deba Enterprises** abbażi li għandhom l-irħas offerta.

Il-poles tal-ħadid galvanizzat jiġu provduta mingħand **Paul Magri** abbażi li għandhom l-irħas offerta.

Kien hemm qbil unanimu li l-installazzjoni issir mill-kuntrattur tal-Kunsill J&K Contractors.

2. PLC/Q/03/2020 – Concrete floor polish

Ix-xogħol isir minn **Joe Galea Floor Polisher** abbażi li għandu l-irħas offerta.

3. PLC/Q/04/2020 – Supply and lay of court paint

Ma tingħazel ebda offerta fid-dawl li fil-laqgħa li jmiss ser tiġi aġġudikata t-tender tar-road markings.

4. PLC/Q/05/2020 – Core drilling

Ix-xogħol isir minn **Solid Base Laboratory Limited** abbażi li għandhom l-irħas offerta.

Rapport Finanzjarju Kwart 1 (Jan sa Mar 2020)

L-Accountant tal-Kunsill ressaq lill-membri Rapport Finanzjarju Kwart 1 (Jan sa Mar 2020).

Il-membri qablu unanimament li r-rapport kif ippreżentat għandu jitressaq għall-approvazzjoni tal-Kunsill kif iċċirkolat.

Aġġustament għall-Financial Statements għas-sena finanzjarja 2019

L-Accountant tal-Kunsill ressaq lill-membri Aġġustament għall-Financial Statements għas-sena finanzjarja 2019.

Sindku : Dean Hili LL. D. **Viċi Sindku :** Omar Elaref Arab
Kunsilliera : Dr. Désirée Vella Brincat M.D, Charles Cesare u Raymond Lanzon
Segretarju Eżekuttiv : Kevin Borg

Il-membri qablu unanimament li r-rapport kif ipprezentat għandu jitressaq għall-approvazzjoni tal-Kunsill kif iċċirkolat.

Rapport Annwali Amministrattiv għas-sena 2019

L-Accountant tal-Kunsill ressaq lill-membri r-Rapport Annwali Amministrattiv għas-sena 2019.

Is-Segretarju Eżekuttiv Kevin Borg informa lill-Kunsill li r-rapport kien qed jiġi pprezentat mingħajr ir-rapport tal-Awdituri, minħabba li dan kien għadu mhux preżentat lill-Kunsill, u għalhekk ladarba jkun preżentat, jiġi anness.

Il-membri qablu unanimament li r-rapport kif ipprezentat għandu jitressaq għall-approvazzjoni tal-Kunsill kif iċċirkolat.

Risposta għall-ittra tal-Awdituri (Management letter)

Is-Segretarju Eżekuttiv Kevin Borg informa lill-Kunsill li dan id-dokument għadu ma wasalx u għalhekk għandu jiġi diskuss darb'oħra.

Rimi ta' assi antiki

Is-Segretarju Eżekuttiv Kevin Borg ressaq lill-membri b'lista t'assi li huma antiki u li l-Kunsill għandu jiddisponi minnhom, u dan skond kummenti ukoll li kienu saru mill-Awdituri.

Il-membri qablu unanimament li r-rapport kif ipprezentat għandu jitressaq għall-approvazzjoni tal-Kunsill kif iċċirkolat. **(Internal Memo 14/2020)**

Il-laqgħa ntemmet fis-14:00.



Kevin Borg
Segretarju Eżekuttiv



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

Sindku : Dean Hili LL. D. **Viċi Sindku** : Omar Elaref Arab
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Segretarju Eżekuttiv : Kevin Borg

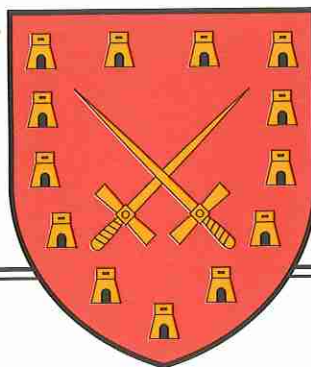
Kunsill Lokali Pembroke

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Dok 5

Internal Memo Referenza 14/2020

30 ta' April 2020

Tnehhija t'assi tal-Kunsill

Fuq rakkomandazjoni tal-Awdituri sar proċess biex jintefhew assi li m'għadhomx jintużaw jew li maż-żmien ġew bla valur.

Asset	Description	Purchase date	Purchase price	Book value
COMP012	Scanner and Zip Drive	16/02/1998	743.07	0.00
COMP019	UPS TS 1000R	28/02/2000	203.21	0.00
COMP020	HP CD Writer 7510E	29/02/2000	308.06	0.00
COMP023	New Computer _ TEL _ FAX NETWORK	30/11/2000	391.33	0.00
COMP030	Daewoo microwave	26/12/2002	111.81	0.00
COMP032	Usb hard disk	30/06/2003	131.45	0.00
COMP037	Benq 17 TFT monitor	31/01/2005	352.32	0.00
COMP040	1 A_C 18_000 btu	31/12/2005	582.37	0.00
COMP051	CCTV Cameras	31/01/2008	2,562.31	0.00
COMP052	Video Intercomp	31/01/2008	1,048.22	0.00
COMP053	Internal Access Control	31/01/2008	1,842.07	0.00
COMP054	Board Room Sound System	31/01/2008	435.13	0.00
COMP055	Epson Projector	31/01/2008	1,164.69	0.00
COMP056	PABX	31/01/2008	3,959.93	0.00
CONST032	Gnien 4 ta' Lulju - light plan	30/06/2001	107.15	0.00
CONST033	Gnien 4 ta' Lulju - PA compliance certificate	30/06/2001	58.23	0.00
CONST034	Gnien 4 ta' Lulju - Heavy duty water tank	30/06/2001	170.04	0.00
CONST046	11 new litter bins Gnien 4 ta' Lulju and Triq Falaise	31/08/2001	815.28	0.00
CONST101	Desk mats	30/11/2007	75.19	0.00
COMP004	Electric Fridge	01/01/1994	251.56	0.00
COMP018	HSM 90 Shredder	31/12/1999	137.99	0.00
COMP038	Finepix F440 Digital Camera	31/03/2005	416.93	0.00
COMP044	Biometric Finger ID Attendance	28/02/2007	728.40	0.00
COMP061	DVD Player	28/02/2008	128.00	0.00
COMP086	HP Officejet 6700 - printer, fax, scanner	28/11/2012	199.00	0.00
OFFFF173	Wipe mat with pocket for poster	31/10/2007	185.91	26.49

Sindku : Dean Hili LL. D. Viċi Sindku : Omar Elaref Arab

Kunsilliera : Dr. Désirée Vella Brincat M.D, Charles Cesare u Raymond Lanzon

Segretarju Eżekuttiv : Kevin Borg

OFFFF042	Bartolini Gas Heater	31/01/2006	97.83	0.00
OFFFF012	FLAG POLE	01/04/1994	58.23	0.00
OFFFF013	FLAGS 2	01/04/1994	139.76	0.00
OFFFF018	EXECUTIVE CHAIRS	01/04/1994	221.29	0.00
OFFFF019	CLOSED CABINET	01/04/1994	246.91	0.00
MACNY011	Benassi rough cutter	31/03/2004	1,788.96	0.00
MACNY013	Portable Cut Off Machine	28/02/2008	280.00	0.00
MACNY015	Blood Pressure Machine	01/07/2009	65.42	0.00
URBAN366	Street Lamp Triq Giovanni Miritti (Lamp 2)	17/04/2019	1,558.33	0.00
URBAN367	Street Lamp Triq Giovanni Miritti (Lamp 3)	17/04/2019	1,558.33	0.00
URBAN368	Street Lamp Triq Giovanni Miritti (Lamp 4)	17/04/2019	1,558.36	0.00



Kevin Borg
Segretarju Eżekuttiv



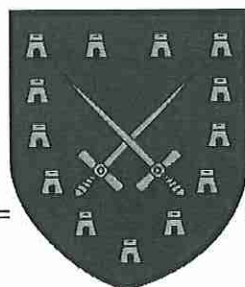
Awtorizzazzjoni tas-Sindku Dean Hili sabiex tigi ċirkolata lill-Kunsilliera

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Sok6

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DATA PROTECTION POLICY

Introduction

Pembroke Local Council (the "Council") needs to gather and use certain information about third parties who come into contact with the Council. These can be residents, service providers, members of the general public, employees and other individuals whom the Council has a relationship with or may need to contact.

This policy describes how this personal data must be collected, handled and stored to meet the Council's data protection standards, and for the Council to comply with applicable laws on privacy and the protection of data.

Why this policy exists

This data protection policy ensures that the Council:

- Complies with data protection laws and follows good practice.
- Protects the rights of employees, residents and other third parties that make use of the services of the Council or are otherwise in contact with the Council ("data subjects").
- Is open about how it collects, stores and processes individuals' data.
- Protects itself from the risks of a data breach.

General Data Protection Regulation

The Regulation on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (Data Protection Directive) describes how organizations must process personal information.

These rules apply regardless of whether data is stored electronically on paper or on other materials. To comply with the law personal information must be collected and used fairly, stored safely and not disclosed unlawfully.

Personal data must:

1. Be processed fairly and lawfully.
2. Be obtained only for specific, lawful purposes.
3. Be adequate, relevant and not excessive.
4. Be accurate and kept up to-date.
5. Not be held for longer than necessary.
6. Processed in accordance with the rights of data subjects.
7. Be protected in appropriate ways.
8. Not be transferred outside the European Economic Area (EEA), unless that country or territory also ensures an adequate level of protection.

Lawful purposes

1. All data processed by the Council must be justified under one of the following lawful basis:
 - i. with the consent of the data subject; or
 - ii. is necessary for the performance of a contract to which the data subject is a party (ex. if a resident requires the council to provide it with a particular service, or if a third party registers to participate in an activity organised by the Council); or
 - iii. to comply with a legal obligation to which the Council is subject (ex. in the field of employment); or
 - iv. in order to protect the vital interest of the data subject or of another person (ex. in a medical emergency);
 - v. in the performance of the Council's tasks in the public interest or in the exercise of official authority (ex. when the Council is empowered by law to process data);
 - vi. to safeguard its legitimate interests (in the case of any processing which is not directly related to the performance of its tasks, ex. the Council has a legitimate interest to install CCTV cameras).
2. The Council, with the assistance of its Data Protection Officer, shall note the appropriate lawful basis in the Council's policies and procedures on the processing of data and shall assess the lawfulness of any processing operation before commencing with such processing.
3. Where consent is relied upon as a lawful basis for processing data, evidence of opt-in consent shall be kept with the personal data.
4. Where communications are sent to individuals based on their consent, the option for the individual to revoke their consent should be clearly available and systems should be in place to ensure such revocation is reflected accurately in the policies and procedures.

Data Controller

The entity responsible for the processing of personal data is:

Data Protection Officer

Ms Alison Gixti
Pembroke Local Council
Triq Alamein
Pembroke, PBK 1776.
Telephone: 2137 2111
Email: pembroke.lc@gov.mt

Data Controller

Mr Kevin Borg (Executive Secretary)
Pembroke Local Council
Triq Alamein
Pembroke, PBK 1776.
Telephone: 2137 2111
Email: pembroke.lc@gov.mt

The Information and Data Protection Commissioner

The Information and Data Protection Commissioner may be contacted at:
Level 2, Airways House,
High Street,
Sliema SLM 1549
Telephone: 23287100
Email: idpc.info@gov.mt

People, risks and responsibilities

Policy scope

This policy helps to protect the Council from security risks, including:

- **Breaches of confidentiality.** For instance, information being given out inappropriately.
- **Failing to offer choice.** For instance, all individuals should be free to choose how the Council uses data relating to them.
- **Reputational damage.** For instance, the Council could suffer if hackers successfully gained access to personal data.

Responsibilities

Everyone who works for or with the Council has some responsibility for ensuring data is processed appropriately.

Each member of staff that handles personal data must ensure that it is handled and processed in line with this policy and data protection principles.

However, the following have key areas of responsibility:

- The Mayor, Executive Secretary and Council Members are collectively ultimately responsible for ensuring that the Council meets its legal obligations.
- The Data Protection Officer is responsible for:
 - Keeping the Council updated about data protection responsibilities, risks and issues.
 - Reviewing all data protection procedures and related policies, in line with an agreed schedule.
 - To monitor compliance of the Council with applicable laws.
 - Arranging data protection guidance and advice for the members of staff covered by this policy.
 - Handling data protection questions from members of staff and other individuals covered by this policy.
 - Dealing with requests from individuals requesting what data the Council holds about them, or objecting to the processing of their data, or in any other manner enquiring about the processing of their data by the Council ("data subject requests").
 - Checking and approving any contracts or agreements with third parties that may handle the Council's personal data.
 - Where necessary, working with other staff to ensure that initiatives comply with data protection principles.
 - To act as the point of reference of the Council with the Office of the Information and Data Protection Commissioner and cooperate with same on any matter concerning data protection.
- The Council is to ensure that it engages the appropriate competent persons in the field of IT who shall be responsible for:
 - Ensuring all systems, services and equipment used for storing data meet acceptable security standards.
 - Performing regular checks and scans to ensure security hardware and software is functioning properly.
 - Evaluating any third-party services the Council is considering using to store or process data.

General staff guidelines

- The only people able to access data covered by this policy should be those who need it in the carrying out of their duties.
- Data should not be shared informally. When access to confidential information is required, employees can request it from their superior.
- The Council will provide training to all employees to help them understand their responsibilities when handling data.
- Employees should keep all data secure, by taking sensible precautions and following the guidelines below.
- In particular, strong passwords must be used and they should never be shared.
- Personal data should not be disclosed to unauthorised people, whether within the Council or externally.
- Data should be regularly reviewed and updated if it is found to be out of date. If no longer required, it should be deleted and disposed of.
- Employees should request help from the data protection officer if they are unsure about any aspect of data protection.

Data minimisation

The Council shall ensure that personal data is adequate, relevant and limited to what is necessary in relation to the purposes for which it is processed.

Data storage

These rules describe how and where data should be safely stored. Questions about storing data safely can be directed to the data protection officer who in turn shall consult the Council's IT service provider as may be required.

When data is **stored on paper**, it should be kept in a secure place where unauthorised people cannot see it.

These guidelines also apply to data that is usually stored electronically but is printed out for some reason:

- When not required, the paper or files should be kept **in a locked drawer or filing cabinet**
- Employees should make sure paper and printouts are **not left where unauthorized people can see them**, like on a printer.
- Data printouts should be shredded and disposed of securely when no longer required.

When data is stored electronically, it must be protected from unauthorised access, accidental deletion and malicious hacking attempts:

- Data should be protected by strong passwords that are changed regularly and never shared between employees.
- If data is stored on removable media (like CD, DVD or pen drive), these should be kept locked away securely when not being used.
- Data should only be stored on designated drives and servers and should only be uploaded on approved computing systems.
- Servers containing personal data should be located in a secure location.
- Data should be backed up frequently. Those backups should be tested regularly, in line with the Council's standard backup procedures.
- Data should never be saved directly to mobile devices like tablets or smart phones.
- All servers and computers containing data should be protected by approved security software and a firewall.

Data use

Personal data is of no value to the Council unless the Council can make use of it. However, it is when personal data is accessed and used that it can be at the greatest risk or loss, corruption or theft:

- When working with personal data, employees should ensure the screens of their computers are always locked when left unattended.
- Personal data should not be shared informally. In particular, it should never be sent by email, as this form of communication is not secure.
- Data should be encrypted when being transferred electronically.
- Employees should not save copies of personal data to their own personal computers. Always access and update the central copy of any data.

Data accuracy

The law requires the Council to take reasonable steps to ensure data is kept accurate and up to date.

It is the responsibility of all employees who handle personal data to take reasonable steps to ensure it is kept as accurate and up to date as possible.

- Data will be held in as few places as necessary. Staff should not create any unnecessary additional data sets.
- Staff should take every opportunity to ensure data is updated. For instance, by confirming a resident's details when they call.
- The Council shall endeavour to assist data subjects in updating the information the Council holds about them. For instance, this could be done via the Council website.

- Data should be updated as inaccuracies are discovered. For instance, if a resident can no longer be reached on their stored telephone number, it should be removed from the database.

Data subject requests

All individuals who are subject of personal data held by the Council are entitled to:

- Ask what information the Council holds about them and why.
- Ask how to gain access to it.
- Be informed how to keep it up to date.
- Request the erasure of their data ("the right to be forgotten")
- Request the restriction of processing of their personal data
- Object to the processing of their data
- Receive their personal data in electronic format and to transmit the data to another controller.
- Object to being subject to a decision based solely on automated processing.
- Be informed how the Council is meeting its data protection obligations.

If an individual contacts the Council requesting this information, they should be directed to communicate with the Council's Data Protection Officer. Data subject requests from individuals should be made by email, addressed to the data protection officer.

The data protection officer should reply to the subject access request within 14 days.

The data protection officer should always verify the identity of anyone making a subject access request handing over any information.

Disclosing data for other reasons

In certain circumstances, the GDPR allows personal data to be disclosed to law enforcement agencies without the consent of the data subject.

Under these circumstances, the Council will disclose such requested data. However the data controller will ensure the request is legitimate, seeking assistance from the board and from the Council's legal advisers where necessary.

Providing information

The Council aims to ensure that individuals are aware that their data is being processed and that they understand, *inter alia*:

- How the data is being used.
- How to exercise their rights.
- The purpose for processing their personal data.
- The retention periods.
- Who the personal information will be shared with.

To these ends, the Council has a Privacy Policy, setting out how data relating to individuals is used by the Council. A version of this statement is also available on the Council's website.

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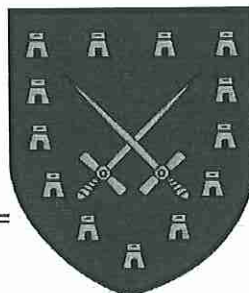
The following clause is to be inserted in every new employment contract:

The Employee agrees to follow the Council's policies and procedures in handling any personal data to which the Employee may have access in the course of his employment with the Council. In particular, the Employee will not access and will not use any personal data pertaining to residents and other third parties who may come into contact with the Council or may be involved with same for any purpose other than in connection with and to the extent necessary for his work with the Council. The Employee acknowledges and accepts that these obligations continue to exist after termination of his employment with the Council. Violations of these obligations may result in disciplinary action, up to and including termination of employment.

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EMPLOYEE PRIVACY NOTICE

Pembroke Local Council ("the Council") is committed to protecting the privacy of our employees and any workers who may be rendering services to the Council. This Notice explains how we collect, use and disclose personal data relating to our employees, and other workers assigned with the Council from time to time. For the purposes of this notice, the term 'Employee' is to be read and construed to include any worker rendering services to the Council even if not directly employed by the Council.

Information we collect and for what purpose and use.

1. In order to collect, keep and maintain accurate records relating to employment, it will be necessary for the Council to collect, record, keep and process personal data relating to the Employee in electronic and/or paper form and to disclose such data to third parties as is reasonably necessary.
2. The personal information that we collect about you may include:
 - your name and surname;
 - residential address;
 - email address
 - telephone number;
 - mobile number;
 - date of Birth;
 - Age
 - identity card / passport number;
 - national insurance number;
 - marital status;
 - your spouse's name and surname and date of birth/identity card number;
 - bank details;
 - name and contact details of your emergency contact;
 - medical information
3. The information held and processed by the Council in your regard will be used for its management and administrative use only. The Council will keep and use such information to be able to carry out its functions and manage its relationship with the Employee effectively, lawfully and appropriately, during the recruitment process, during the Employee's period of employment, upon termination and also after termination. This includes using information to enable the Council to comply with the employment contract, to implement benefits arising from the employment

relationship such as insurance coverage, to comply with any legal requirements, and protect the Council's legal position in the event of legal proceedings.

4. Much of the information the Council holds about the Employee will have been provided by the Employee himself, but some may come from other internal sources, such as the Employee's superiors, or in some cases, external sources, such as referees.
5. The sort of information the Council holds includes the Employee's application form and references, his contract of employment and any amendments to it; correspondence with or about the Employee, at the Employee's request, a letter to a third party financing entity confirming the Employee's salary; information needed for payroll, benefits and expenses purposes; contact and emergency contact details; records of vacation leave, sickness and other absences from work; information needed for equal opportunities monitoring purposes; and records relating to the Employee's employment and career history, such as training records, appraisals, other performance measures and, where appropriate, disciplinary and grievance records as provided for under any applicable collective agreement or contract of employment.
6. The Employee will inevitably be referred to in many Council documents and records that are produced by the Employee and/or other employees of the Council in the course of carrying out his duties and the functions of the Council.
7. Where necessary, the Council may keep information relating to the Employee's health, which could include important medical information such as medical conditions and allergies; reasons for absence and GP reports and notes. This information will be used by the Council in order to comply with its health and safety and occupational health obligations – to consider how the Employee's health affects his ability to carry out his duties and responsibilities and whether any adjustments to his duties and responsibilities may be necessary. The Council will also need this data to administer and manage any applicable statutory and/or Council sickness payments and/or benefits and to exercise its rights as Employer to ascertain whether the Employee's absence from employment is justified.
8. The Council does not process special categories of information relating to the Employee's racial or ethnic origin, political opinions, religious and philosophical beliefs, or sexual orientation. The Council will always obtain the Employee's explicit consent to those activities unless this is not required by law or the information is required to protect the Employee's health in an emergency.
9. Other than as mentioned below, the Council will only disclose information about the Employee to third parties if it is legally obliged to do so, including for fiscal and recruitment purposes, or where the Council needs to comply with its contractual duties to the Employee, including when the Council needs to pass on certain information about the Employee to any third party service provider, such as its consultants and advisors, or for employment benefits such as insurance schemes. The Council will also pass on data, including data regarding health and remuneration payable to the Employee to insurance service providers for claims

related to injury on duty in order to apply for any coverage to which the Council and/or the Employee may be entitled in terms of any applicable policy.

10. Whenever the Council transfers information about the Employee to any third parties as specified in clause 9 above, it shall endeavour to ensure that any such third parties have in place the appropriate legal and technological safeguards to ensure the protection of the Employee's information.
11. The Council makes use of CCTV to monitor its premises for security reasons. The footage will not be used to monitor the Employee's activities within the premises. The Council will however refer to any CCTV footage in the course of an investigation into any complaint made with respect to the conduct, action or inaction of any employee or into any case of an alleged commission of a serious disciplinary offence or criminal offence by any employee and during the course of any disciplinary proceedings which may be instituted further to any such occurrence. Kindly refer to our CCTV policy for further details.
12. The Council does not have direct access to the Employee's emails and data stored on work computers. Nor does the Council monitor the Employee's use of the Internet, emails and devices used for work purposes. Such data may however be accessed through a specific request to MITA.
13. The Employee's personal data will be stored and retained in line with retention policy applicable for HR documents. CCTV footage shall be kept for a maximum period of 30 days in accordance with the Council's CCTV policy.
14. No Employee data is being transferred outside of the European Union.

On what basis do we use our Employee's personal information?

The Council processes your personal data as necessary in order to meet our legal and contractual obligations as Employers. We will also process data as necessary in order to protect the vital interests of the Council's Employees as well as is necessary for the establishment, exercise or defence of legal claims.

The Council will process your personal information for any other purpose when you have given your consent to the processing of your personal data for any such other purpose. You have various rights where we are processing your information on the basis of your consent.

Employee's Obligations

1. The Employee must ensure that the information supplied to the Council is up to date and must inform the Council of any significant changes to same.

2. The Employee is obliged to follow the Council's policies and procedures in handling any personal data to which the Employee may have access in the course of his employment with the Council. In particular, the Employee will not access and will not use any personal data pertaining to residents and other third parties who may come into contact with the Council or may be involved with same for any purpose other than in connection with and to the extent necessary for his work with the Council. The Employee acknowledges and accepts that these obligations continue to exist after termination of his employment with the Council. Violations of these obligations may result in disciplinary action, up to and including termination of employment.

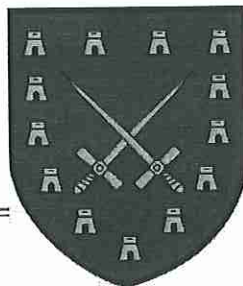
Employee's rights

1. Where the Council processes the Employee's data based on his consent, the Employee shall have the right to withdraw that consent at any time.
2. The Council may be required or entitled to retain and process your information to comply with legal and regulatory obligations and for the exercise, establishment or defence of legal claims.
3. If in the future the Council intends to process the Employee's personal data for a purpose other than that for which it was collected, the Council will provide the Employee with information on that purpose and any other relevant information.
5. Under the General Data Protection Regulation (GDPR) and the Data Protection Act, Chapter 586 of the Laws of Malta, the Employee has a number of rights with regard to his personal data, including the right to:
 - (a) Request from the Council access to and rectification or erasure of his personal data;
 - (b) Restrict processing;
 - (c) Object to processing;
 - (d) In certain circumstances the right to data portability;
 - (e) If the Employee's data is processed with his consent, he has the right to withdraw that consent at any time which will not affect the lawfulness of the processing before his consent was withdrawn.
 - (f) Lodge a complaint to the Information and Data Protection Commissioner's Office if the Employee believes that the Council has not complied with the requirements of the GDPR or the Data Protection Act with regard to his personal data.
6. Pembroke Local Council is the controller of data for the purposes of the GDPR and the Data Protection Act.
7. The Employee may address any queries about the processing of his data to the Council's Data Protection Officer at pembroke.lc@gov.mt.

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PRIVACY NOTICE

This Privacy Notice provides information on the processing of personal data by Pembroke Local Council in connection with the exercise of its statutory functions, including the provision of services in terms of its functions.

Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession.

Who are we?

Pembroke Local Council is the controller of personal data in terms of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulations – the 'GDPR') and Data Protection Act (CAP. 586 of the Laws of Malta – the 'DPA').

Pembroke Local Council ('the Council') ensures that personal data is processed in accordance with the GDPR, the DPA and any other relevant national and European Union ('EU') law. The Council ensures *inter alia* the confidentiality and security of such personal data.

This Privacy Notice is intended to describe how your personal information is processed and used, and the Council will make every effort to ensure that its activities keep within the spirit of this Policy.

1. What information does the Council gather about you and how is it being used?

Pembroke Local Council collects, uses, shares or otherwise processes personal information that you provide to us when you apply for the provision of any service offered by the Council, register for any Council activity or event, or otherwise communicate with the Council on any matter which falls within the exercise of its functions, such as for the

submission of a query, or to lodge a complaint, or when you contact the Council on any of its social media platforms. The Council also processes data which relates to you, that the Council may otherwise obtain or generate, through other publicly available sources, such as the electoral register.

The personal information that the Council collects about you when you communicate with the council for any one of the aforementioned purposes may include:

- your name and surname;
- email address and residential address;
- phone number;
- your age, identity card number and any relevant medical conditions, in those cases where you are registering for a service of a medical nature, for example the influenza vaccine;

The Council gathers and generates information about you when you provide it to us or interact with us directly. The Council may also collect your personal information from other publicly available sources such as the electoral register when such information is required so as to make contact with you in relation to any matter which falls within the Council's functions. The Council may combine information that it has about you from various sources, including the information that you have provided to us.

2. Use of your personal information

The Council will process any personal data provided by you as outlined above for all or any of the following purposes:

- to provide you with the required service;
- to keep and manage an up-to date database of residents within the locality;
- communicate with you to follow up on your queries, to inform you of any important matters which may require your attention, to provide you with information about our events and services;
- to send important notices, such as changes to our policies;
- for internal purposes such as auditing, internal management and administration, research and statistics;
- to ensure the Council has up-to-date contact information for you;
- to prevent, detect and/or prosecute any illegal and/or criminal activity which the Council is bound to report and to meet any other specific legal or contractual obligations;
- to establish, exercise or defend any legal action;
- to protect and promote the Council's legitimate interests and the proper exercise of our functions;

The Council may also be required to process your personal data for the purpose of:

- compliance with applicable laws, rules, regulations, guidance and codes;
- compliance with demands or requests made by local and foreign regulators, governments, courts and law enforcement authorities, and complying with a court process, or in connection with any litigation;

3. On what basis does the Council use your personal information?

- ***For the performance of a task carried out in the exercise of official authority vested in the Council:*** The Council processes personal data to perform its functions under the Local Government Act (CAP. 363 of the Laws of Malta), and any other relevant national and EU law.
- ***For the performance of a contract:*** The Council process your personal data as necessary in order to provide you with the required services.
- ***With your consent:*** The Council will process your personal information when you have given your consent to the processing of your personal data for any other purpose. You have various rights where the Council processes your information on the basis of your consent. You may withdraw your consent for any such processing at any time.
- ***To promote a legitimate interest:*** The Council may have a legitimate interest to process your personal data in circumstances which are not directly related to the exercise of its functions, such as for security purposes.
- ***To comply with a legal obligation:*** There may be instances where the Council is legally obliged to process your personal information.

4. Recipients and sharing of your personal information

Your personal information will be received and processed by the Council's representatives and employees.

The Council may also share your personal information with any of the following:

- other entities as necessary in order to process any request made by you;
- any service providers who may have access to the personal data held by the Council, strictly as required in order to provide the Council with the required service.
- our professional advisors and auditors strictly as required for consultation purposes or for compliance with our legal obligations;
- regulators, governments and law enforcement authorities as and when this is required under applicable laws and regulations;

- courts, tribunals, arbitrators or other competent bodies who may have authority to request such personal information;

5. Transfers outside the European Union

The Council does not intend to transfer personal data outside of the European Union. In the event that this is necessary, the countries to which your personal information would be transferred may not offer an equivalent level of protection for personal information to the laws of Malta. Where appropriate, the Council will take steps to ensure your information is transferred subject to appropriate safeguards, such as by entering into data transfer agreements. Where the Council have put data transfer agreements or similar safeguards in place, the Council may be able to make a copy of this available to you if you contact us via one of the methods set out under the header "*Contact Us*" below.

6. How long will the Council keep your personal information?

The Council has a data retention policy that sets out how long the Council keeps your information. This policy is based on the type of information, the purpose of collection, and the system in which the information is held. As a general rule, the Council keeps your personal information for no longer than needed to in order to carry out those purposes for which your data has been collected.

7. Security

The Council uses reasonable efforts to safeguard the integrity, availability and confidentiality of all personal data that the Council process relating to you and regularly reviews and enhances its technical, physical and managerial procedures so as to ensure that your personal data is protected from:

- unauthorised access;
- improper use or disclosure;
- unauthorised modification;
- unlawful destruction or accidental loss.

To this end the Council has implemented security policies, rules and technical measures to protect the personal data that the Council has under its control. All our employees and data processors, who have access to and are associated with the processing of personal data, are further obliged to respect our data subjects' confidentiality.

9. Your Rights

You have the right to:

- Withdraw your consent when your personal data is processed on the basis of your consent. The withdrawal of your consent shall not affect the lawfulness of processing before the withdrawal of your consent.
- Ask the Council about the processing of your personal information, including to be provided with a copy of your personal information held by the Council;
- to request the correction and/or deletion of your personal information, or restrict or object to the processing of your personal information;
- to request to obtain and reuse your personal information for your own purposes across different services; and
- to complain to a competent supervisory authority, or to a court of law, if your data protection rights are violated or you have suffered as a result of unlawful processing of your personal information.

If you would like access to the information that the Council holds about you, if any of the information that the Council hold about you is inaccurate or out of date, or if you wish to withdraw your consent to the processing of your data or to restrict or object to us processing it, please let us know by getting in touch via one of the methods set out under the header "*Contact Us*" below.

If you object to our processing of your personal information, the Council will respect such requests in accordance with our legal obligations. Your objection may mean that the Council may not be able to perform the actions necessary to achieve the purposes set out above.

The Council may be required or entitled to retain your information to comply with legal and regulatory obligations and to protect and exercise the Council's legal rights and legitimate interests.

In addition to those rights outlined above you also have an unconditional right to object at any time to the processing of your personal information for direct marketing purposes by contacting us via one of the methods set out under the header "*Contact Us*" below.

Changes to this Privacy Policy

Any changes to this Privacy Policy will be posted on this page so that you are always aware of the information that the Council collects, how the Council uses it, and under what circumstances the Council discloses it. This Privacy Policy was last updated on the 8th of April 2020.

Data Controller

Pembroke Local Council is the controller of your personal information.

Contact Us

Should you have any questions, comments and requests regarding the processing of your data you may contact us through any of the following methods:

By phone: +356 21372111

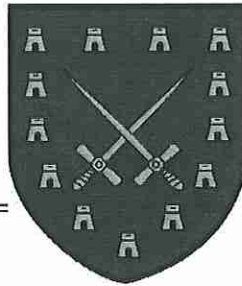
By email: pembroke.lc@gov.mt

By mail: The Data Protection Officer
Pembroke Local Council
Triq Alamein
Pembroke, PBK 1776

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PRIVACY POLICY RECRUITMENT

This policy lets you know how Pembroke Local Council (hereinafter referred to as "the Council") collects and uses your personal information in connection with recruitment processes.

The Council collects, uses, shares or otherwise processes personal information that you provide to us when you apply for a vacancy, or that we may otherwise obtain or generate, which relates to you.

This statement explains the data we collect from you and its use.

1. What information do we gather about you and where do we obtain it from?

You may provide personal information to the Council. The Council may ask for certain data, including your CV, educational and employment background, contact information and preferences, and job qualifications. You also may choose to provide the Council with additional information, such as transcripts, employment references and related information. In addition, the Council may collect information from third parties, for example, in connection with a background or employment check and/or an employment reference.

Special Categories of Information. The Council does not request or require special categories of information concerning religion, health, sexual orientation, trade union membership, genetic data, biometric data (including fingerprint) or political affiliation in connection with recruiting. If you have a disability and would like the Council to consider any accommodation, you may provide that information during the recruiting process. We may ask for information such as race or ethnicity for the purpose of monitoring equal opportunity while information about your nationality may be needed in order to confirm whether we would need to apply for a residence permit in your respect; however, we do not otherwise require applicants to provide race or ethnicity information, and if you provide this information it will not be viewable in the hiring or selection process.

2. Use of your personal information

The information may be used to communicate with you, to manage the Council's recruiting and hiring processes, and for compliance with corporate governance and legal and regulatory requirements. If you are selected as a prospective employee, the information

may be used in connection with employment and management purposes and will be subject to the Council's Employee Privacy Policy.

3. On what basis do we use your personal information?

We process your personal data as necessary in order to take steps at your request to assess your eligibility to be offered employment with the Council. Your provision of personal information in connection with recruiting is voluntary, and you determine the extent of information you provide to the Council, however, please note that if you decide not to provide information, it may affect our ability to consider you for employment.

There may be instances where we are legally obliged to process your personal information.

To the extent that information you provide contains details of your racial or ethnic origin; political opinions or beliefs; religious beliefs; membership in a trade union or political party; physical or mental health or condition; sexual orientation; commission or alleged commission of an offence or related proceedings; job evaluations or educational records, trade union membership, genetic data, biometric data, **you expressly authorize the Council to handle such details as specified in this policy.**

4. Recipients and sharing of your personal information

Your personal information will be received by the Council's representatives and employees strictly as is necessary in connection with recruiting, employment, management and legal or regulatory requirements.

We may also share your personal information with any of the following:

- our professional advisors strictly as required for consultation purposes or for compliance with our legal obligations;
- regulators, governments and law enforcement authorities as and when this is required under applicable laws and regulations;
- courts, tribunals, arbitrators or other competent bodies who may have authority to request such personal information;

The Council requires that its service providers and such other third parties keep your personal information confidential and that they only use the personal information in furtherance of the specific purpose for which it was disclosed.

5. Transfers outside the European Union

No transfer of your personal information outside of Malta is envisaged.

6. How long will we keep your personal information?

The Council may retain your information to consider you for other job opportunities/for audit purposes for a period of not more than one year. You may ask us not to keep such information or to delete or rectify this information at any time. To the extent permitted or required by law, the Council may delete data at any time; accordingly, you should retain your own copy of any information you submit to us.

You may access and correct personal information you have submitted by sending an email addressed to our Data Protection Officer at pembroke.lc@gov.mt.

7. Security

We use reasonable efforts to safeguard the integrity, availability and confidentiality of all personal data that we process relating to you and regularly review and enhance our technical, physical and managerial procedures so as to ensure that your personal data is protected from, unauthorised access, improper use or disclosure, unauthorised modification and unlawful destruction or accidental loss.

To this end we have implemented security policies, rules and technical measures to protect the personal data that we have under our control. All our employees and data processors, who have access to and are associated with the processing of personal data, are further obliged to respect the confidentiality of our data subjects.

8. Your Rights

You have the right to:

- Withdraw your consent when your personal data is processed on the basis of your consent. The withdrawal of your consent shall not affect the lawfulness of processing before the withdrawal of your consent.
- Ask the Council about the processing of your personal information, including to be provided with a copy of your personal information held by it;
- to request the correction and/or deletion of your personal information, or restrict or object to the processing of your personal information;
- to request to obtain and reuse your personal information for your own purposes across different services; and
- to complain to a competent supervisory authority, or to a court of law, if your data protection rights are violated or you have suffered as a result of unlawful processing of your personal information.

If you would like access to the information that we hold about you, if any of the information that we hold about you is inaccurate or out of date, or if you wish to withdraw your consent to the processing of your data or to restrict or object to us processing it, please let us know by getting in touch via one of the methods set out under the header "*Contact Us*" below.

If you object to our processing of your personal information, we will respect such requests in accordance with our legal obligations. Your objection may mean that we may not be able to perform the actions necessary to achieve the purposes set out above.

The Council may be required or entitled to retain your information to comply with legal and regulatory obligations and to protect and exercise our legal rights.

9. Your Responsibilities.

You are responsible for the information you provide or make available to the Council and you must ensure it is honest, truthful, accurate and not misleading in any way. Further, if you provide any information concerning any other person, such as individuals you provide as references, you are responsible for providing any notices and obtaining any consents necessary for the Council to collect and use that information as described in this policy.

Changes to this Privacy Policy

Any changes to this Privacy Policy will be posted on this page so that you are always aware of the information that we collect, how we use it, and under what circumstances we disclose it. This Privacy Policy was last updated on the 18th February 2020.

Data Controller

Pembroke Local Council is the controller of your personal information. The contact person for data protection related matters is the Data Protection Officer.

Contact Us

Should you have any questions, comments and requests regarding the processing of your data you may contact us through any of the following methods:

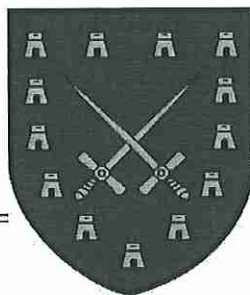
By email: pembroke.lc@gov.mt

By mail: Pembroke Local Council
Triq Alamein
Pembroke, PBK 1776

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Kunsill Lokali Pembroke

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



Pembroke Local Council

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

Policy regulating the retention of documentation in Pembroke Local Council

Scope

1. This Policy is aimed at regulating the retention, maintenance and disposal of documentation, both personal and other, within the Pembroke Local Council, as provided for in the Data Protection Policy, and in accordance with the principles of data protection legislation, and other legal provisions in Maltese Law.

Background

2. The GDPR puts forward the principle that personal data and sensitive personal data should not be retained for periods that are longer than necessary. In this context, the Pembroke Local Council is putting forward a retention policy for all data and documentation that it collects and processes, with the purpose of ensuring compliance to the Regulation and to ensure that no resources are utilised in the processing and archiving of data which is no longer of relevance.

Objectives

3. This policy aims to achieve the following objectives:
 - a. Regulate the retention of and disposal of the various types of documentation whether held in manual or automated filing systems within the Pembroke Local Council, while adhering to the Data Protection principle that personal data should not be retained for a longer period than necessary;
 - b. Dispose of unnecessary documentation that is no longer relevant and is taking up useful storage space;
 - c. Promote the digitisation of documentation as may be reasonably possible in order to minimize the use of storage space required to store documentation, as well as to promote a sustainable use of paper and printing consumables.

Administration

4. Documentation is held and recorded by the Executive Secretary and administrative staff. This Policy is therefore applicable to all such documentation. It will be the responsibility of

the Pembroke Local Council and the Executive Secretary as its Data Controller to ensure that all provisions of this Policy are adhered to.

Documentation Held Within Pembroke Local Council

5. As part of its operating requirements the Pembroke Local Council, requests, keeps and maintains a wide range of documentation including personal data. The various types of documentation utilised by Pembroke Local Council may be categorised as follows:
 - a. Personal Data of Pembroke Local Council's members;
 - b. Personal Data of Pembroke Local Council's employees;
 - c. Personal Data of employees of other entities assigned to the Pembroke Local Council;
 - d. Attendance and absence records of employees and workers assigned with the Pembroke Local Council;
 - e. Discipline related records;
 - f. Medical records;
 - g. Financial records including payslips, tax and national insurance contributions;
 - h. Personal Data of applicants for recruitment purposes including cv's and related documentation;
 - i. Personal Data of residents and members of the general public who make queries or otherwise communicate with the Pembroke Local Council, who register for services provided by the Pembroke Local Council or participate in activities organised by the Pembroke Local Council;
 - j. Procurement documentation;
 - k. CCTV footage

Security Of Documentation

6. Documentation is maintained in an accessible but secure location with adequate access provided to officials who have the clearance level to access the relevant documentation. In the case of documents with sensitive personal data with higher clearance levels, access control protocols are fully adhered to, to ensure that only those that have the required security clearance have access to such documentation.
7. In the case of personal data, the GDPR also stipulates that only those required to process personal data should have access to personal records.
8. Personnel who are found to be in breach of these security protocols, and thus in breach of the GDPR, will be subject to disciplinary action.

Manual Vs Electronic Records

9. The same retention period will apply for both electronic and manual data.

Exceptions

10. Pembroke Local Council may be required to retain personal data for longer periods of time than those stipulated in this policy in the event that such retention of data is required to establish or defend legal claims, to comply with a legal obligation, or as may be necessary for the performance of its functions in the exercise of its official authority as laid down by law.

Retention Period

11. Retention of different categories of documents is governed by different requirements and different legislation and regulations.

The following schedule outlines the retention requirements for the various categories of documentation within the Pembroke Local Council.

Category	Retention Period
Personal Information	
Employees Personal Files	Five (5) years after termination of employment
Application forms for vacancies, calls, positions etc	One (1) year
Training Courses provided	Five (5) years after termination of employment
Attendance and Absence Records	
Attendance Sheets	Five (5) years after termination of employment
Vacation Leave Application Forms	Five (5) years after termination of employment
Yearly Leave balances	Five (5) years after termination of employment
Disciplinary records	
Admonishments	Five (5) years after termination of employment
Disciplinary Charges	Five (5) years after termination of employment
Medical Records	
Sick Leave Certificates	Five (5) years after termination of employment
Sick Leave Records	Five (5) years after termination of employment
Medical History	Five (5) years after termination of employment
Medical Referrals	Five (5) years after termination of employment
Financial Documentation	
Tax and National Insurance Records	Ten (10) years after termination of employment
Accounting Records	Ten (10) years
Inventory Records	Ten (10) years
Yearly Financial Statements	Ten (10) years
Procurement Records	Ten (10) years

CCTV	
CCTV Video recording	30 days
Local Council Services	
Permit applications (Crane or Other Machinery)	Two (2) years
Permit application (Kiosks)	Two (2) years
List of vaccine recipients	Two (2) years
List of activity participants	Two (2) years
Lesa payment receipts	Two (2) years
Land Authority payment receipts	Two (2) years
Trade licence payment receipts	Two (2) years
Complaints / queries received	Two (2) years
No objection applications for private activities	Two (2) years
Procurement Documentation	
Quotations	Ten (10) years
Tenders	Ten (10) years

Conclusion

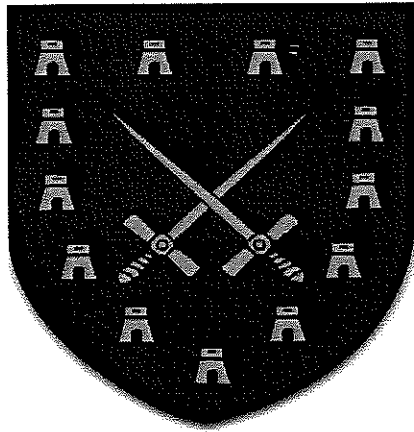
This retention policy aims to achieve a good working balance between the retention of useful and meaningful information in line with the provisions of the relevant legislation and the disposal of data which is no longer required and is being archived unnecessarily. Data that needs to be destroyed after the noted timeframes will be disposed of in an efficient manner to ensure that such information will no longer be available within the Pembroke Local Council. The Data Protection Controller and DPO are aware of the noted retention periods and will instruct all relevant personnel to follow the indicated procedures accordingly.

It is to be noted that anonymised or statistical data do not fall within the parameters of this Retention Policy, since they do not constitute identifying personal data.

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The following wording is to be included in any advert for vacancies with the local council:

Personal data submitted by applicants shall be processed in terms of our Recruitment Privacy Policy, which can be accessed through the Council's website pembroke.gov.mt.



Pembroke Local Council

Quarterly Financial Report

for the Period

1st January till End of March 2020 (Quarter 1)

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Overview and Summary

The normal recurrent expenditure related to the services the Council is obliged to render in line with Section 33 of the Local Councils Act, on a number of initiatives were carried out.
All expenditure is within the Budget Estimates for said period.



Dr. Dean Hili
Mayor



Kevin Borg
Executive Secretary

Statement of Income and Expenditure

1st January till End of March 2020 (Quarter 1)

DESCRIPTION	Actual for the Period	Annual Budget 2020	Virements for the Period	Revised Annual Budget 2020
	€	€	€	€
Income				
Funds received from Central Government (1)	123,183	504,915	-	504,915
Income raised from Bye-Laws (2)	1,599	3,000	-	3,000
Income raised from LES (3)	557	2,500	-	2,500
Investment Income (4)	-	100	-	100
Other Income (5)	3,788	100	-	100
TOTAL	129,126	510,615	-	510,615
Expenditure				
Personal Emoluments (6)	31,159	106,319	-	106,319
Operations and Maintenance (7)	57,669	330,528	-	330,528
Administration (8)	7,878	36,469	-	36,469
Finance Cost (9)	-	-	-	-
Other Expenditure (10)	7,002	37,300	-	37,300
TOTAL	103,708	510,616	-	510,616
Surplus / Deficit	25,418	(1)	-	(1)

Statement of Financial Position as at end of March 2020 (Quarter 1)

DESCRIPTION	Actual for the Period €	Annual Budget 2020 €	Virements for the Period €	Revised Annual Budget 2020 €
Non-current Assets				
Property, Plant and Equipment (17)	185,505	211,593		211,593
Current Assets				
Inventories (11)	1,592	1,500	-	1,500
Receivables (12)	19,834	4,000	-	4,000
Cash and Cash Equivalents (13)	518,196	521,893	-	521,893
Total Current Assets	539,621	527,393	-	527,393
Current Liabilities				
Payables (14)	32,221	53,000	-	53,000
Total Current Liabilities	32,221	53,000	-	53,000
Net Current Assets	507,400	474,393	-	474,393
Non-current liabilities (15)	-	-	-	-
Net Assets	692,905	685,986	-	685,986
Reserves				
Retained Funds	692,905	685,986	-	685,986

Financial Situation Indicator

DESCRIPTION				
Current Assets	539,621	527,393	-	527,393
Current Liabilities	32,221	53,000	-	53,000
Working Capital	507,400	474,393	-	474,393
Government Allocation	468,188	504,915	-	468,188
FSI	108 %	94 %		101 %

Cash flow Statement

DESCRIPTION

	Actual for the Period	Annual Budget 2020	Virements for the Period	Revised Annual Budget 2020
	€	€	€	€
Cash flow from operating activities				
Surplus for the year	25,418	(1)	-	(1)
Adjustments for:				
Depreciation	7,002	37,300	-	37,300
Increase / (Decrease) in Allowance for Bad Debts	-			-
Interest receivable	-	100		100
Interest payable	-			-
(Profit) / Loss on disposal of asset	-			-
Increase / (Decrease) in payables	(3,760)	(11,025)		(11,025)
Increase / (Decrease) in accruals	(33,117)	(1,500)		(1,500)
Decrease / (Increase) in receivables	(3,911)			-
Decrease / (Increase) in inventories				-
Decrease / (Increase) in inventories				-
Cash generated from operations	(8,368)	24,874	-	24,874
Interest paid				-
Net cash from operating activities	(8,368)	24,874	-	24,874
Cash flows from investing activities				
Purchase of property, plant & equipment	(14,741)	(79,000)		(79,000)
Proceeds from sale of property, plant & equipment				-
Grants received	-			-
Interest received	-			-
Net cash used in investing activities	(14,741)	(79,000)	-	(79,000)
Cash flows from financing activities				
Proceeds from long-term borrowings				-
Interest Paid				-
Bank Loan Repayments				-
Net cash from financing activities	-	-	-	-
Net increase/(decrease) in cash & cash equivalents	(23,108)	(54,126)	-	(54,126)
Cash & cash equivalents at beginning of year	541,305	560,098		560,098
Cash & cash equivalents at end of Quarter	518,196	505,972		505,972

Detailed Income

DESCRIPTION		Actual for the Period	Annual Budget 2020	Virements for the Period	Revised Annual Budget 2020
		€	€	€	€
Income					
1	Funds received from Central Government:				
	0001 In terms of section 55 CAP 363	120,891	468,188		468,188
	0002-0004 In terms of section 58 CAP 363		-		-
	0005-0019 Other income	2,292	36,727		36,727
		123,183	504,915	-	504,915
2	Income raised from Bye-Laws				
	0021-0025 Community Services		-		-
	0026-0035 Income from Permits	1,599	3,000		3,000
		1,599	3,000	-	3,000
3	Local Enforcement Income				
	0037 Commission from Regional Committees	557	2,500		2,500
	0038-0055 Contraventions		-		-
		557	2,500	-	2,500
4	Investment Income				
	0091-0095 Bank interest		100		100
	0096-0099 Income received from Government Securities		-		-
		-	100	-	100
5	Sponsorships	250	-		-
	0066-0069 Documents & Information		-		-
	0070-0075 EU funds		-		-
	0076-0080 Twinning		-		-
	0081-0089 Insurance Claims		-		-
	0100-0109 Donations	114	100		100
	0110-0119 Contributions	1,501	-		-
	0120-0129 General Income	1,923	-		-
		3,788	100	-	100
Total		129,126	510,615	-	510,615

Detailed Expenditure

DESCRIPTION		Actual for the Period	Annual Budget 2020	Virements for the Period	Revised Annual Budget 2020
		€	€	€	€
6 i)	Personal Emoluments				
	1100 Mayor's Allowance	3,097	10,404		10,404
	1200 Employees' Salaries & Wages	18,795	66,628		66,628
	1300 Bonuses	3,760	6,658		6,658
	1400 Income Supplements		800		800
	1500 Social Security Contributions	1,580	6,299		6,299
	1600 Allowances	3,250	13,000		13,000
	1700 Overtime	677	2,530		2,530
		31,159	106,319	-	106,319
		€	€	€	€
7	Operations and Maintenance				
	2100-2149 Public Utilities	720	3,173		3,173
	2200-2259 Public Materials & Supplies	-	1,100		1,100
	2300-2399 Repairs & upkeep	5,043	99,301		99,301
	2400-2449 Rent	364	1,456		1,456
	3010 Street Lighting	4,294	8,000		8,000
	3020 Lease of Equipment		-		-
	3030 Insurance	504	2,044		2,044
	3035 Bank Charges	32	200		200
	3038 Penalties		-		-
	3041 Refuse Collection	12,254	51,901		51,901
	3042 Bulky Refuse Collection	3,161	14,400		14,400
	3043 Bins on wheels		-		-
	3045 Bring in sites		200		200
	3051 Road & Street Cleaning	9,370	39,000		39,000
	3052 Cleaning & Maintenance of Non-Urban Areas	4,380	19,390		19,390
	3053 Cleaning of Public Conveniences	1,110	4,524		4,524
	3055 Cleaning of Council Premises	1,251	2,400		2,400
	3040 Waste Disposal	4,036	18,000		18,000
	3060 Cleaning & Maintenance of Parks & Gardens	4,263	16,856		16,856
	3061 Cleaning & Maintenance of Soft Areas	4,869	21,749		21,749
	3062 Cleaning & Maintenance of Beaches & CA		-		-
	3063 Cleaning & Maintenance of Country Non-Urban		-		-
	6064 Other Contractual Services	1,865	9,389		9,389
	3070-3090 Consultation Fees		2,000		2,000
	3100-3139 Contract & Project Management		-		-
	3300-3379 Hospitality	32	14,465		14,465
	3380-3389 Community		981		981
	3390-3394 Donations	114			-
	3600-3694 Local Enforcement Expenses	8			-
	3700-3799 EU Projects				-
	3800-3899 Twinning				-
		57,669	330,528	-	330,528
		€	€	€	€
8	Administration				
	2150-2199 Office Utilities	780	3,645		3,645
	2260-2299 Office Materials & Supplies		100		100
	2450-2499 Office Rent		-		-
	2500-2599 National & International Memberships	86	1,100		1,100
	2600-2699 Office Services	1,177	3,795		3,795
	2700-2799 Transport		1,150		1,150
	2800-2899 Travel		-		-
	2900-2999 Information Services	795	2,650		2,650
	3050 Office Cleaning		-		-
	3410-3199 Professional Services	5,039	22,479		22,479
	3200-3299 Training		500		500
	3345 Office Hospitality		800		800
	3400-3499 Incidental Expenses		250		250
		7,878	36,469	-	36,469
		€	€	€	€
9	Finance Costs				
	3036 Interest on Bank Loan				-
					-
		-	-	-	-

Detailed Statement of Financial Position

DESCRIPTION

	Actual for the Period	Annual Budget 2020	Virements for the Period	Revised Annual Budget 2020
	€	€	€	€
10 Other Expenditure				
3500-3599 Loss / (Profit) on Disposal of asset				-
3695 Increase/(Decrease) in allowance for bad debts				-
8000-8099 Depreciation As at end of March 2020	7,002	37,300		37,300
	7,002	37,300	-	37,300
Total	103,708	510,616	-	510,616
11 Inventories				
5201-5249 Stationery	1,592	1,500		1,500
5250-5299 Consumables		-		-
	1,592	1,500	-	1,500
12 Receivables				
0201-0209 Receivables	19,834	2,000		2,000
0210-0219 LES Receivables		-		-
0220-0229 Receivables from EU		2,000		2,000
0250 Prepayments & Accrued income		-		-
	19,834	4,000	-	4,000
13 Cash & Equivalents				
5001-5099 Bank & Cash Balances	518,196	521,893		521,893
	518,196	521,893	-	521,893
14 Payables				
4000 Payables	551	18,000		18,000
4100 Accruals	31,670	35,000		35,000
4150 Deferred Income				-
Current portion of long term borrowings				-
	32,221	53,000	-	53,000
15 Non Current Liabilities				
4200 Long Term Borrowing				-
	-	-	-	-

16 Total Commitments (Recurrent and Capital)

DESCRIPTION

€	€	€
---	---	---

Recurrent and Capital

-	-	-

Long Term Loans

-	-	-

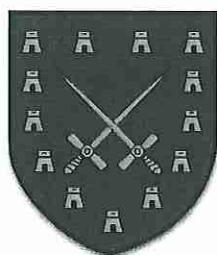
Others

-	-	-

17 Depreciation of Property, Plant and Equipment

Asset % of depreciation	Furn & Fittings 8%	Office Equipment 20%	Urban Improvements 10%	Construction 10%	Trees 0%	Plant & Machinery 20%	Special Programmes 10%	New Street Signs 100%	Total
€	€	€	€	€	€	€	€	€	€
Cost									
As at 1st January 2020	24,745	55,474	753,446	622,449	17,307	6,359	653,660	11,787	2,145,227
Additions			14,741						14,741
Disposals									-
As at end of March 2020	24,745	55,474	768,187	622,449	17,307	6,359	653,660	11,787	2,159,967
Grants/ other reimbursements									
As at 1st January 2020		7,351	292,684	51,423			653,660		1,005,118
Additions									-
As at end of March 2020	-	7,351	292,684	51,423	-	-	653,660	-	1,005,118
Accumulated Depreciation									
As at 1st January 2020	20,683	41,497	321,458	560,609		6,308	-	11,787	962,342
Charge for the period	558	44	4,479	1,920		2			7,002
Released on disposal									-
As at end of March 2020	21,241	41,541	325,937	562,529	-	6,310	-	11,787	969,344
NBV	3,504	6,582	149,566	8,497	17,307	49	(0)	-	185,505
As at end of March 2020									

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PEMBROKE LOCAL COUNCIL
REPORT & FINANCIAL STATEMENTS
For the year ended 31st December 2019

Prepared by: Ryan Muscat, ACCA, CPA,

3, Sqaq il-Gilju, Ghaxaq

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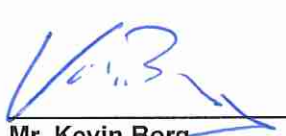
Statement of Local Council Members' and Executive Secretary's Responsibilities

The Local Councils (Financial) Regulations 1993 require the Executive Secretary to prepare a detailed Annual Administrative Report which includes the Local Council's Statement of Profit or Loss and Other Comprehensive Income for the year and of the Council's retained funds at the end of this 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 the accounting policies applicable to Local Councils, the income and expenditure of the Local Council for the year and its retained funds as at the year end, and that they comply with the Act, the Local Council (Financial) Regulations, and the Local Council (Financial) Procedures 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 1993, Local Council (Financial) Regulations, and the Local Councils (Financial) Procedures. 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.

This statement was approved by the Local Council on 30 April 2020 and signed on its behalf by:



Dr. Dean Hill LLD
(Mayor)

Mr. Kevin Borg
(Executive Secretary)

Report of the Local Government Auditors' on the Pembroke Local Council to the Director of Audit

Statement of Profit or Loss and Other Comprehensive Income for the year ended 31st December 2019

	Notes	Year Ended 2019 €	Year Ended 2018 €
Income			
Funds received from Central Government	4	485,034	457,860
Income raised by Local Council Bye-Laws	5	403	2,183
Income from Law Enforcement System	6	3,198	4,102
General Income	7	17,194	11,636
		<u>505,829</u>	<u>475,781</u>
Expenditure			
Personnel emoluments	8	88,544	93,057
Operations and maintenance	9	315,664	214,309
Administrative and other expenditure	10	135,144	199,452
		<u>539,352</u>	<u>506,818</u>
Operating loss for the year		(33,523)	(31,037)
Investment income	11	22	121
		<u>22</u>	<u>121</u>
Loss for the year		(33,501)	(30,916)
Total comprehensive income for the year		(33,501)	(30,916)

The notes on pages 8 to 23 form an integral part of these financial statements.

Statement of Financial Position as at 31st December 2019

	Notes	Year Ended 2019 €	Year Ended 2018 €
Assets			
<u>Non-current assets</u>			
Property, plant and equipment	12	177,767	212,703
Total non-current assets		177,767	212,703
<u>Current assets</u>			
Inventories	13	1,592	1,618
Trade and other Receivables	14	15,923	33,395
Cash and cash equivalent	15	541,681	479,807
Total current assets		559,196	514,820
Total assets		736,963	727,523
Reserves and liabilities			
<u>Reserves</u>			
Retained Earnings		646,747	680,248
Total Reserves		646,747	680,248
<u>Current liabilities</u>			
Trade and Other Payables	16	90,216	47,275
Total current liabilities		90,216	47,275
Total reserves and liabilities		736,963	727,523

The notes on pages 8 to 23 form an integral part of these financial statements.

These financial statements were approved by the Local Council on 30th April 2020 and are signed by



Dr. Dean Hili LLD
(Mayor)



Mr. Kevin Borg
(Executive Secretary)

Statement of Changes in Equity for the year ended 31st December 2019

	Retained Earnings €
At 1 January 2018	711,164
Loss for the year	(30,916)
At 31 December 2018	680,248
At 1 January 2019	680,248
Loss for the year	(33,501)
At 31 December 2019	646,747

Statement of Cash Flows for the year ended 31st December 2019

	Notes	2019 €	2018 €
Cash flows from operating activities			
Loss for the year		(33,501)	(30,916)
<u>Adjustments for:</u>			
Depreciation		85,966	152,369
Provision for doubtful debts		(104)	(199)
Interest receivable		(22)	(121)
Operating surplus before working capital changes		52,339	121,133
Movements in working capital:			
Movement in inventories		27	32
Movement in Trade and other receivables		17,472	(10,904)
Movement in payables		(15,646)	3,313
Movement in other payables		58,690	(4,705)
Net cash generated by operating activities		112,882	108,779
Cashflows from investing activities			
Payment to acquire property, plant and equipment		(115,301)	(125,812)
Interest received		22	121
Net cash generated used in investing activities		(115,279)	(125,691)
Cash flows from financing activities			
Grants received		64,271	77,341
Net cash generated by financing activities		64,271	77,341
Net movement in cash and cash equivalents in the year		61,874	60,429
Cash and cash equivalents at beginning of year	14	479,807	419,378
Cash and equivalents at end of year	14	541,681	479,807
Cash and equivalents— cash at bank & in hand		541,681	479,807

The notes on pages 8 to 23 form an integral part of these financial statements.

Notes to the Financial Statements for the year ended 31st December 2019**1. General Information**

Pembroke Local Council is the local authority of Pembroke set up in accordance with the Local Councils Act 1993. The office of the Local Council is situated at Triq il-Alamein, Pembroke, Malta. These financial statements were approved by the Council on 23 January 2020.

The Local Council's presentations as well as functional currency are denominated in Euro (€). Its ultimate controlling party is the Department for Local Government.

2. Accounting Policies and Reporting Procedures

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).

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, 1993 (Chap. 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, as adopted by the EU. 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, 1993 (Cap 363).

Income recognition

Income in general is stated when there is reasonable certainty that the income would be receivable and thus can be accrued for. Other income such as that derived from the organization of courses, cultural, sporting and social activities is only recognized on a cash basis. Income from investment activities is recognized when the rights of receipt have been established. Interest income from financial assets is recognized when it is probable that the economic benefits will flow to the Council and the amount of income can be measured reliably. Interest income is accrued on a time basis, by reference to the principal outstanding and at the effective interest rate applicable, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to that asset's net carrying amount on initial recognition.

Local Enforcement System

Local Enforcement Income represents the income as it accrues from contraventions as controlled by the Local Enforcement System (L.E.S). The amount receivable from the Local Enforcement System is disclosed in the statement of financial position. A full provision for bad debts is accounted for receivables aged over two years. As from the 1st September 2011, the Council forms part of the North Regional Committee, which is responsible for the L.E.S income of the locality. The contract provides for a 10% administration fee payable to the Council for contraventions collected by the Council and remitted to the respective Regional Committees. During the year the

Notes to the Financial Statements for the year ended 31st December 2019 (cont.)

L.E.S. undergone changes with the introduction of the LESA which has taken over the functions previously undertaken by the Regional Committees.

Standards and Interpretations issued by the IASB but not yet adopted

A number of new standards and amendments to standards and interpretations are effective for annual period beginning after 1 January 2020, and have not been applied in preparing these financial statements. None of these are expected to have significant effect on the financial statements of the Local Council.

IAS1 and IAS8 Definition of Material include amendments to its definition of material to make it easier for companies to make materiality judgements. Subject to adoption by EU IAS1 and IAS8 Definition of Material, will be effective for financial periods beginning on, or after, 1 January 2020.

The Councillors are assessing the impact that the adoption of these International Financial Reporting Standards will have on the financial statements in the period of initial application. The Councillors anticipate that the adoption of other International Financial Reporting Standards that were in issue at the date of authorisation of these financial statements, but not yet effective will have no material impact on the financial statements in the period of initial application.

Property, Plant and Equipment

Property, plant and equipment is stated at historical cost less accumulated depreciation and impairment loss to date. Historical cost includes expenditure that is directly attributable to the acquisition of the items. The present values of property, plant and equipment do not differ materially from those that would be determined by using fair values at the end of each reporting period.

Subsequent costs are included in the asset's carrying amount 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 Local

Council and the cost of the item can be measured reliably. The carrying amount of the replaced part is derecognised. All other repairs and maintenance are charged to the profit or loss during the financial period in which they are incurred.

Depreciation is calculated on a monthly basis using the straight-line method at rates calculated to write off the cost less residual value of each asset over its expected useful life as follows:

Category	%
Land / Trees	0
Buildings	1
Office Furniture and Fittings	7.5
Construction Works / Special Projects / Urban Improvements (Street Furniture)	10
Office Equipment / Motor Vehicles / Plant and Machinery / Air conditioners	20
Computer Equipment / Computer software	25
Plants / Litter Bins / Playground furniture	100
Traffic / Road Signs / Street Mirrors / Lights	replacement basis

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 surplus. The residual values and useful lives of the assets are reviewed and adjusted as appropriate, at each year end. 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.

Notes to the Financial Statements for the year ended 31st December 2019 (cont.)

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 Profit or Loss and Other Comprehensive Income during the financial year in which they are incurred.

Impairment of property, plant and equipment

At the end of each reporting period, the Council reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the Council estimates the recoverable amount of the cash-generating unit to which the asset belongs. Where a reasonable and consistent basis of allocation can be identified, corporate assets are also allocated to individual cash-generating units, or otherwise they are allocated to the smallest group of cash-generating units for which a reasonable and consistent allocation basis can be identified.

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment at least annually, and whenever there is an indication that the asset may be impaired.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Where an impairment loss subsequently reverses, the carrying amount of the asset (or a cash-generating unit) is increased to the revised estimate of its recoverable amount, so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in profit or loss, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

Impairment of financial assets other than inventories

At the end of each reporting period, the carrying amount of assets is reviewed to determine whether there is any indication or objective evidence of impairment, as appropriate, and if any such indication or objective evidence exists, the recoverable amount of the asset is estimated.

In the case of financial assets that are carried at amortised cost, objective evidence of impairment includes observable data about the following loss events - significant difficulty of the issuer (or counterparty) and/or breach of contract. An impairment loss is the amount by which the carrying amount of an asset exceeds its recoverable amount.

For loans, and receivables or, if there is objective evidence that an impairment loss has been incurred, the loss is measured at the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account.

Notes to the Financial Statements for the year ended 31st December 2019 (cont.)

In the case of other assets tested for impairment, the recoverable amount is the higher of fair value less costs to sell (which is the amount obtainable from sale at arm's length transaction between knowledgeable, willing parties, less the costs of disposal) and value in use (which is the present value of the future cash flows expected to be derived, discounted using a discount rate that reflects current market assessment of the time value of money and the risks specific to the asset). Where the recoverable amount is less than the carrying amount, the carrying amount of the asset is reduced to its recoverable amount, as calculated.

Impairment losses are recognized immediately in the statement of comprehensive income, unless the asset is carried at a revalued amount, in which case, the impairment loss is recognized directly against the asset's revaluation surplus to the extent that the impairment loss does not exceed the amount in the revaluation surplus for the asset.

For loans and receivables, if, in a subsequent period, the amount of the impairment loss decreases, and the decrease can be related objectively to an event occurring after the impairment was recognized; the previously recognized impairment loss is reversed directly.

In the case of assets tested for impairment, an impairment loss recognized in a prior period is reversed if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognized. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but in a manner that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognized for the asset in prior periods. Impairment reversals are recognized immediately in the comprehensive income statement, unless the asset is carried at a revalued amount, in which case, the impairment reversal is recognized directly in reserves, unless an impairment loss on the same asset was previously recognized in the comprehensive income statement.

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 each reporting date. Financial assets are impaired when there is any objective evidence that a financial asset or a group is impaired. Different criteria to determine impairment are applied for each category of financial assets, which are described below;

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.

Notes to the Financial Statements for the year ended 31st December 2019 (cont.)

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 account which is a reasonable approximation of fair value.

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

Related Parties

Related parties are those persons or bodies of persons having relationships with the Council as defined in International Accounting Standard No. 24. The paragraphs adopted from IAS 24 are paragraph 25 – 27, being amendments to government related entities disclosures.

Leases

Leases in which a significant portion of the risk 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.

Government Grants

Government grants relating to operating expenditure are recognised in the Statement of Comprehensive income in the same period that the related expenditure is incurred.

Government grants relating to the purchase of property, plant and equipment are accounted for using the capital approach; and are thus deducted from the carrying amount of the relative non-current asset.

Up to the year ended 31st December 2017, government grants were accounted for using the income approach according to IAS 20 "Accounting for Government Grants and Disclosure of Government Assistance." On 1st January 2018, the capital approach, according to IAS 20, has been adopted, in line with the directive No. 1/2017 issued by the Department for Local Government. This is a change in accounting policy, and; according to IAS 8 "Accounting Policies, Changes in Accounting Estimates and Errors," it has been accounted for retrospectively.

Amounts Receivable

Amounts receivable are recognised initially at fair value and subsequently measured at amortised 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 receivables. 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 recognised in the profit or loss.

Notes to the Financial Statements for the year ended 31st December 2019 (cont.)

Payables

Payables are obligations to pay for goods or services that have been acquired in the ordinary course of the council's activities from suppliers. Payables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.

Inventories

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

Profits and Losses

Only profits that were realized at the reporting date 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 Cash 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.

Critical accounting estimates and judgments

Estimated 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 estimated are 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 requirement of IAS1 – '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 is 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.

Notes to the Financial Statements for the year ended 31st December 2019 (cont.)**4. Funds received from Central Government**

	2019	2018
	€	€
In terms of section 55 of the Local Councils Act (Cap 363)	457,426	433,663
Supplementary Government Income	27,608	19,537
Other Government Income	0	4,660
	<u>485,034</u>	<u>457,860</u>

5. Income raised from Bye-Laws

	2019	2018
	€	€
Income raised under Local Council Bye-Laws	<u>403</u>	<u>2,183</u>

6. Local Enforcement Income

	2019	2018
	€	€
Fines, Penalties and fees	<u>3,198</u>	<u>4,102</u>

7. General Income

	2019	2018
	€	€
Donations and sponsorships	3,350	350
Income from Permits	6,383	4,173
Other income	7,461	7,113
	<u>17,194</u>	<u>11,636</u>

8. Personal Emoluments

	2019	2018
	€	€
Mayor's allowance	9,354	7,464
Councillors' allowances	9,700	6,333
Executive Secretary's salary and allowances	28,232	30,172
Employees' salaries	35,689	42,712
Social Security Contributions	5,569	6,376
	<u>88,544</u>	<u>93,057</u>

Notes to the Financial Statements for the year ended 31st December 2019 (cont.)**9. Operations and Maintenance**

	2019	2018
	€	€
Road and street pavements	108,344	23,997
Public property	18,540	2,948
Office furniture and equipment	41	148
Street signs	12,074	3,350
Other repairs and upkeeping	0	958
Road markings	1,225	4,859
	140,224	36,260
Contractual Services:		
Refuse collection	67,141	66,167
Bulky refuse collection	15,080	13,635
Road and Street Cleaning & premises	19,238	19,452
Cleaning and Maintenance of non-urban roads	17,875	17,585
Cleaning and Maintenance of Parks and Gardens	17,055	16,904
Cleaning and Maintenance of verges	18,707	18,435
Cleaning and Maintenance of Council Property	2,555	2,116
Cleaning and Maintenance of Public Conveniences	4,488	5,181
Local Enforcement System (L.E.S) Expenses	27	79
Street lighting expenses	6,269	12,552
Other contractual services	7,006	5,943
	175,440	178,049
Total Operations and Maintenance Expenses	315,664	214,309

Notes to the Financial Statements for the year ended 31 December 2019(cont.)**10. Administration and other expenditure**

	2019	2018
	€	€
Depreciation	85,966	152,369
Water, Electricity and telecommunications	5,795	5,474
Rent	1,603	1,456
National and International Memberships	452	702
Office Services	10,465	2,486
Insurance	2,019	2,016
Library Expenses	1,265	1,329
Transport	941	1,079
Advertising and public relations	938	699
Professional services	20,310	20,674
Community and hospitality	5,195	10,983
Sundry minor expenses	152	182
Provision for bad LES debts	(104)	(199)
Bank Charges	147	202
Total Administration and other expenses	135,144	199,452

11. Investment Income

	2019	2018
	€	€
Bank Interest	22	121

Notes to the Financial Statements for the year ended 31st December 2019 (cont..)

12. Property, plant and equipment	Office Furniture, & Fittings €	Office Equipment €	New Street Signs €	Plant & Machinery €	Const. & Street Paving €	Special Prog. €	Trees €	Urban Improvement €	Asset not yet Capitalised €	Total €
Cost										
At 1 January 2018	24,583	47,469	11,787	6,300	612,447	653,660	17,307	530,561	-	1,904,114
Additions	162	7,840	-	-	10,002	-	-	107,808	-	125,812
Less Govt Grants prior years	-	(7,351)	-	-	(51,423)	(653,660)	-	(151,072)	-	(863,506)
Less Govt Grants current year	-	-	-	-	-	-	-	(77,341)	-	(77,341)
At 31 December 2018	24,745	47,958	11,787	6,300	571,026	-	17,307	409,956	-	1,089,079
Depreciation										
At 1 January 2018	(14,693)	(37,438)	(11,787)	(6,007)	(420,818)	-	-	(233,264)	-	(724,007)
Current charge	(3,818)	(3,903)	-	(293)	(132,091)	-	-	(12,264)	-	(152,369)
At 31 December 2018	(18,511)	(41,341)	(11,787)	(6,300)	(552,909)	-	-	(245,528)	-	(876,376)
N.B.V. at 31 December 2018	6,234	6,617	-	-	18,117	-	17,307	164,428	-	212,703

Notes to the Financial Statements for the year ended 31st December 2019 (cont..)

12. Property, plant and equipment	Office Furniture, & Fittings €	Office Equipment €	New Street Signs €	Plant & Machinery €	Const. & Street Paving €	Special Prog. €	Trees €	Urban Improvement €	Asset not yet Capitalised €	Total €
Cost										
At 1 January 2019	24,745	55,309	11,787	6,300	622,449	653,660	17,307	638,359	-	2,029,926
Additions	-	165	-	59	-	-	-	115,077	-	115,301
Less Govt Grants prior years	-	(7,351)	-	-	(51,423)	(653,660)	-	(228,413)	-	(940,847)
Less Govt Grants current year	-	-	-	-	-	-	-	(64,271)	-	(64,271)
At 31 December 2019	24,745	48,123	11,787	6,359	571,026	-	17,307	460,762	-	1,140,109
Depreciation										
At 1 January 2019	(18,511)	(41,341)	(11,787)	(6,300)	(552,909)	-	-	(245,528)	-	(876,376)
Current charge	(2,172)	(156)	-	(8)	(7,700)	-	-	(75,930)	-	(85,966)
At 31 December 2019	(20,683)	(41,497)	(11,787)	(6,308)	(560,609)	-	-	(321,458)	-	(962,342)
N.B.V. at 31 December 2019	4,062	6,626	-	51	10,417	-	17,307	139,304	-	177,767

Notes to the Financial Statements for the year ended 31st December 2019(cont.)**13. Inventories**

	2019	2018
	€	€
Books and other publications	1,592	1,618

14. Receivables

	2019	2018
	€	€
Amount invoices but not yet settled. 14.1	10,734	11,825
Provision for doubtful debts	(4,200)	(4,200)
Pre-Pooling LES Debtors	96,532	96,636
Provision for LES Debtors	(96,532)	(96,636)
Other Debtors	0	0
Prepayments and Accrued Income	9,389	25,770
	15,923	33,395

Note 14.1

Receivables within credit period	6,534	400
Receivables not within credit period*	-	7,225
Provision for doubtful debts	4,200	4,200
	10,734	11,825

* None of the receivables are at impaired status

The credit period on receivables (Note 14.1) is of 90 days. No interest is charged on receivables for the first 90 days from the date of request of payment. Thereafter, the Council may consider to impose an interest charge of 2% per annum on the outstanding balance. Allowances for doubtful debts are recognised against receivables after 730 days (two years). Receivables disclosed in (Note 14.1) include amounts (see below for aged analysis) that are past due at the end of the reporting date for which the Council has not recognised an allowance for doubtful debts, as these are still considered recoverable.

15. Cash and Cash Equivalents

	2019	2018
	€	€
Cash in hand	376	362
Cash in bank	541,305	479,445
	541,681	479,807

Notes to the Financial Statements for the year ended 31st December 2019(cont.)**16. Trade and other payables**

	2019	2018
	€	€
Trade Payables 16.1	4,311	19,957
Accruals and Deferred Income	64,787	27,318
Government Grants not yet utilise	21,027	
	90,216	47,275

Accruals include estimated for goods and services received prior to 31 December 2019 and for which invoices have not yet been received by the Local Council.

17.Capital Commitments

	As at 31 December 2019	As at 31 December 2018
	€	€
Capital expenditure that has been approved but not provided for in the Financial Statements		
i) lamps in Triq Manuel Buhagiar u lampa W01246	4,000	-
ii) Bus Shelters	5,000	-
iii) Lights in Gnien 4 ta' Lulju	40,000	-
iv) mobile app	5,800	-
v) 2 lamps in Triq Manuel Buhagiar	2,000	-
vi) 4 lamps Triq Giorgio Mitrovich	6,000	-
	62,800	-

18. Fair Values Estimation

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

19. Related party transactions

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

- i. Significant Control – The Department of Local Government
- ii. 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, LESA, Police General Head Quarters, Malta Environment and Planning Authority, Department of Lands and the Department of Information.

Notes to the Financial Statements for the year ended 31st December 2019(cont.)

In the ordinary course of its operations, the Council received funds and income from the related parties. The Council's income reflected in the statement of profit or loss and comprehensive income comprises funds received from the Central Government amounting to €457,426 (2018: €433,663).

In the opinion of the Local Council's members, disclosure of related party transactions, which are generally carried out, is only necessary when the transactions effected have a material impact on the operating results and financial position of the Council.

20. Financial Risk Management

The Council's activities expose it to a variety of financial risks such as market risk, credit risk, foreign currency risk, interest rate risk and liquidity 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 recognized at the date of the Statement of Financial Position (as disclosed in Notes 14 and 15, and as referred to here under), which arises from cash and cash equivalents and credit exposures from receivables as follows:

	€
Receivables (Note 14)	10,734
Prepayments and Accrued Income (Note 14)	9,389
Cash and cash equivalents (Note 15)	541,681

Notes to the Financial Statements for the year ended 31st December 2019(cont.)

L.E.S receivables relate to sentenced cases arising from contraventions which are legally due to the Council. The credit risk exposure is high on L.E.S receivables as the Council has no control on such collectables.

Cash at bank relates to balances held as savings accounts placed with a local reliable financial institution. The credit risk exposure in this respect is considered low.

Foreign currency risk

Most of the Council's transactions are carried out in Euro. Exposure to foreign currency exchange rates arise from the Council's transactions in foreign currency. There were no figures translates from foreign currency to Euro as at the date of the Statement of the Financial Position, thus putting the foreign currency risk at nil.

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 risks management is to maintain sufficient liquidity, and to ensure that it is available within the necessary time frame in order to not 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 €541,681. 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.

21. Events after the reporting date

No adjusting or significant non-adjusting events have occurred between the reporting date and the date of approval of the financial statements by the council members.

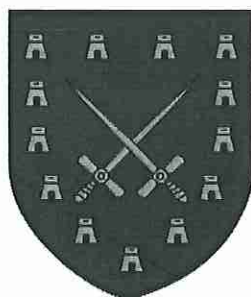
Notes to the Financial Statements for the year ended 31st December 2019 (cont.)**22. SUMMARY OF FINANCIAL ASSETS AND LIABILITIES**

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

	2019	2018
	€	€
Current Assets		
Loans and receivables:		
Trade and other receivables	15,923	33,395
Cash and cash equivalents	541,681	479,807
	<u>557,604</u>	<u>513,202</u>
Current liabilities		
Financial liabilities measured at amortised cost:		
Payables	<u>4,311</u>	<u>19,957</u>

23. Prior year Comparative amounts

Certain comparative amounts have been changed to reflect a fairer presentation.



Kunsill Lokali Pembroke

Rapport Annwali Amministrattiv

2019

Il-Werrej

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1.0 L-Introduzzjoni tas-Sindku

Iż-żmien verament ma jistenna lil ħadd u permezz ta' dan ir-rapport jitla' s-siparju fuq din il-legislatura, issa fis-sitt sena tagħha, fejn ninsabu fuq l-għatba ta' elezzjonijiet lokali. Illum għal darb'oħra ngħalqu sena oħra ta' xogħol mill-Kunsill Lokali. Dan ir-rapport għandu jservi sabiex nirrikonoxxu uħud min-nuqqasijiet tagħna u għaliex le, nirrikonoxxu l-volum kbir ta' xogħol tajjeb illi sar.

Bħal ma jaf kulħadd matul l-aħħar snin il-Kunsill ħa ħsieb jagħti ftit aktar prijorità il-bread and butter issues u daww l-aspetti tax-xogħol tagħna li l-aktar jinħass ta' kuljum. Għal snin sħaħ kien jinħass il-bżonn li l-Kunsill jagħti aktar prijorità lit-tindif fil-lokalità. Snin ta' servizz minn kuntratturi li evidentement kienu understaffed u mhux attrezzati biex jaqdu l-lokalità waslitna f'punt fejn meta ħadna r-riedni tal-Kunsill konna waqajna lura mhux ħażin, u x-xogħol, meta titilqu – jirkbek.

Matul l-aħħar sena għal darboħra rajna livell għoli ta' xogħol ikkummissjonat u ssorveljat mill-Kunsill, b'differenza għas-sitwazzjoni li konna sibna xi ftit tas-snin ilu. Dan ma setax ikun possibbli li kieku fi stadju bikri tal-legislatura ma konniex bdejna proċess sħiħ biex ħriġna t-tenders, għarbilna l-offerti – għażilna kuntratturi li deħrilna li setgħu, tal-anqas kellhom il-potenzjal u l-manpower biex jaqdu lil Pembroke. Dan jingħad l-aktar b'referenza għax-xogħol tal-kuntratturi tal-knis, tal-gbir tal-iskart, u daww il-ħaddiema li jieħdu ħsieb il-gonna, s-soft areas u xogħlijiet fuq żoni oħrajn li huma aktar marbuta mal-viżjoni estetika li rridu naraw fil-lokalità.

Dawn l-individwi m'għandhomx xogħol faċli, u tal-isforzi tagħhom niringrazzjawhom. Min-naħa l-oħra, il-kontinwita' li rajna matul l-aħħar snin, ir-relazzjoni li bnejna ma uħud minnhom, u l-fatt illi kien hemm ir-rieda li x-xogħol tagħhom ikun sorveljat bis-serjeta' sabiex nassiguraw li s-servizz provdut ikun l-aqwa possibbli, kienu strumentali sabiex akkwistajna r-riżultati mixtieqa.

Il-kennies fit-toroq kienu aktar preżenti u l-livell ta' ndafa fil-lokalità b'mod ġenerali kienet tajba ħafna. Ir-residenti għal sena oħra, raw b'għajnejhom ix-xogħol li qiegħed isir ta' kuljum. Perfetti m'aħniex, anke għaliex ir-riżorsi a dispożizzjoni tal-Kunsill huma li huma, pero' dak li konna kapaci nwiegħdu huwa Kunsill li jaħdem favur l-interessi tal-lokalità u r-residenti tagħha, u dan ngħid li wassalnih.

Matul din is-sena wkoll assistejna għal tibdil fis-sistema tal-gbir tal-iskart. Għal dan il-għan kellna nhejju ruħna, saret kampanja edukattiva u rajna li kulħadd ikun laħaq dera jiddisponi mill-iskart tiegħu mingħajr ma jiddependi fuq l-iskips il-ħodor – kontenituri għal skart imħallat, anke qabel ma ddaħlet il-gabra tal-iskart organiku.

Din id-deċizzjoni ħadniha b'sens ta' responsabbiltà, ma kienitx waħda faċli u mhux kulħadd forsi fehem dak li kien qiegħed jagħmel il-Kunsill. Illum naħseb l'ilkoll naqblu li d-deċizzjoni kienet waħda bżonjuża, deċizzjoni li qanqlet f'ħafna sens ta' responsabbiltà akbar dwar il-kuxjenza meħtieġa għas-separazzjoni xierqa tal-iskart. Konna nafu li ser naraw ftit ġimgħat iebesin, illum inħarsu lura u b'sodisfazzjon naraw li l-ammont ta' boroż li llum insibu fil-postijiet fejn qabel kien hemm l-iskips huwa a dirittura INQAS mill-ammont ta' boroż li konna nsibu barra mill-iskips meta dawn kienu fil-lokalità.

Naturalment lkoll nduru lokalitajiet oħrajn matul il-ġranet tagħna. Dak li qed ngħid ma jgħoddx għal kull lokalità. F'Pembroke pero', l-assistenza li tajna lir-residenti tagħna matul il-kampanja edukattiva flimkien mal-impenn tal-kuntrattur li fehem l-eżiġenzi tal-lokalità f'żoni differenti li jeħtiegu servizz partikolari – partikularment f'żoni ta' Housing,

1.0 L-Introduzzjoni tas-Sindku

imma iżjed minn hekk, grazzi għall-kooperazzjoni tagħkom, is-sistema l-ġdida gabet magħha tnaqqis ta' 64% skart miġbur mill-borża s-sewda u għalhekk – żieda f'dak li huwa ġbir ta' materjal organiku, u dak riċiklabbli.

Dan kollu huwa xogħol li għamilnih b'dover lejkom u lejn il-lokalita'.

Min-naħa l-oħra u minbarra dan ix-xogħol kollu ma nistgħux ngħidu li l-aħħar sentejn ma kienux partikolari għal-lokalita' tagħna. Indubjament kienet waħda fejn il-politika lokali, u anke dik ċentrali f'dak li kellu x'jaqsam mal-lokalita' tagħna, qajmet ftit interess mhux ħażin. Ikun xi ftit ingust mar-realtajiet li affaċċajna matul l-aħħar xhur u snin jekk dan ir-rapport ma jagħtix rendikont ukoll tax-xogħol kollu li sar mhux biex intejbu l-lokalita', pero' biex nippreservaw dak li llum jagħmilha dik li hi – dak li aħna nħobbu fil-lokalita' u li għandna nteress naraw li ma jintilifx kif forsi gara f'lokalitajiet oħrajn madwarna.

Kien hemm min qalli li kont qiegħed nesagera meta tkellimt dwar Pembroke f'intervista li tajt fil-media fejn għidt li konna ninsabu taħt assedju – minn ġewwa u minn barra. Konna għadna kif bdejna nisimgħu dwar il-pjanijiet li kellhom għal zona massiċċa kollha kemm hi verġni quddiem Triq Gabriel Henin, l-iskola Chiswick House School, u ftit wara kellna nibdew nisimgħu ftit ftit dwar x'kellhom fi ħsibijiethom DB Group għaż-żona tal-ITS.

Dwar dan il-Kunsill kien minn ta' quddiem biex jiddefendi l-interessi tal-lokalita' u tar-residenti. Saru diversi laqgħat mal-iżviluppatur biex wassalna l-kummenti tagħkom, oħrajn pubbliċi, stqarrijiet u konferenzi għall-istampa, u konna vokali wkoll matul il-laqgħa pubblika fejn fiha giet diskussa l-applikazzjoni.

Rajna li niddefendu l-interessi komuni tar-residenti sal-aħħar tant illi l-Kunsill ta l-appoġġ sħiħ – anke finanzjarju – fil-proċess tal-appell li għadu sa llum pendent. Nifhmu li anke jekk il-permess jingħata, kellu jsir aktar sabiex jiġu mitigati uħud mill-aspetti problematiċi li għal żmien twil ilu jissolleva l-Kunsill, l-akbar minnhom marbuta mal-infrastruttura li trid isservi lil proġett u dwar dan ser inkunu qegħdin nisimgħu aktar, m'għandix dubju.

Dan kollu naturalment waqt il-proċess kollu li l-Kunsill ogġezzjona għalih u ċioe' l-applikazzjonijiet għat-twaqqiegħ ta' djar għal żvilupp ta' appartamenti bla rażan li kollha ser ikunu qiegħdin jifgħu piż konsiderevoli fuq l-aspetti infrastrutturali u l-provvista tas-servizzi tal-lokalita' tagħna. Kwistjoni li okkupat lill-Kunsill f'diversi udjenzi u laqgħat l-Awtorita' tal-Ippjanar, rapporti, appelli u seduti għas-smiegħ li naturalment kienu ta' piż finanzjarju għall-Kunsill. Bħal legġenda ta' Trojja, l-attakki mhumieħ ġejjen minn barra biss f'dan l-assedju. Minkejja kollox, jidher li din il-kwistjoni hija deċiża u għalhekk id-destin tal-lokalita' għal dak li għandu x'jaqsam ma din il-kwistjoni jidher li huwa miktub.

Dwar dan is-sugġett il-Kunsill impenja ruħu bis-sħiħ. Nifhmu li l-lokalita' hija attrajenti u in demand għal diversi raġunijiet. Ir-residenti tagħna wkoll mgħandix dubju li jifhmu li l-Kunsill ftit għandu kontroll fuq l-iżvilupp li jsejtni fil-lokalita' u li hemm awtoritajiet ċentrali li jiddettaw id-destin tal-lokalita' tagħna. Madanakollu rajna li nimpenjaw ruħna bis-serjeta' sabiex nassiguraw ruħna li l-iżvilupp li jsir, minn tal-anqas, ikun jirrispetta l-liġijiet, il-pjan lokali u l-policies eżistenti.

Fis-snin li ġejjen nafu żgur b'żewġ proġetti kbar oħrajn li ser inkunu qiegħdin nassistu għalihom. Nifhem li l-Kunsill ser ikompli jimpenja ruħu sabiex jara li l-iżvilupp propost ikun jirrispetta l-lokalita' u l-liġijiet eżistenti. Dan nistgħu, u għandna nwiegħduh. Il-ġlieda ma tieqafx hawn, fadal ħafna xogħol xi jsir, il-bini fuq art verġni għandu jiġi kkunsidrat biss

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bħala eċċezzjoni, u għandna nkomplu nsostnu li jkun fl-interess pubbliku. Bini ieħor fiż-żona tal-iżvilupp jeħtieġ naraw li jkun jirrispetta lil lokalita' u l-ligijiet. M'għadux sostenibbli li nutilizzaw sal-anqas pulzier tal-lokalita' u nagħmluha nsapportabbli għar-residenti tagħha.

Dawn il-proċessi nagħmluhom b'għożża lejn dak li jagħmel il-lokalita' tagħna dik li hi illum. Nippreferu nutilizzaw dawn ir-riżorsi, ħin u fondi f'tisbiħ fil-lokalita' pero' ngħiduha kif inhi, x'jiswa li jkollna għanna sbieħ u nkomplu nitilfu art pubblika u spazji miftuħa għar-rikreazzjoni?

Wieħed minn dawn l-ispaceji hija l-Picnic Area fi Triq Normandija. Din is-sena l-Kunsill għamel investiment konsiderevoli sabiex gew installati bankijiet godda – tal-ħadid installati f'konki ġol-art. Dawn kellhom jifasslu, jinxtara l-materjal u jinħadmu skond l-ispeċifikazzjonijiet li talab il-Kunsill. Ridna soluzzjoni vandal proof u theft proof – dan wara incidenti sfortunati ta' serq u vandalizmu nsensat li rajna matul is-snin. Mil-lat l-ieħor ridna li dak li noħorġu bih ikun attrajenti. Intlaqqgħu tajjeb u jidher li nħoloq il-bilanċ mixtieq.

Sar ukoll investimenti fiż-żona b'diversi arbli ta' dawl ġdid partikolarment fi Triq Anzio li taqsam parti tal-Picnic Area mill-oħra – triq iffrekwentata partikolarment minn żgħażaġħ li illum nemnu li giet aktar sikura. Proġett illi kien jinħass il-ħtieġa tiegħu matul is-snin li ħadna sodisfazzjon nikkonkludu.

Proġett ieħor ta' sodisfazzjoni li ġie konkluz ukoll matul l-aħhar gimghat huwa l-proġett tal-passaġġi fil-masġar li jifred il-Park and Ride minn Triq Sant Andrija, inawgurat fl-aħhar jiem b'rabta mal-għeluq tal-25 sena mit-twaqqif tal-Kunsilli Lokali, waqt attivita' ta' thawwil ta' xtieli mal-istudenti tal-iskola primarja, Kullegġ Santa Klara. Dawn il-passaġġi gew ikkumpliementati bi street lighting u għamel iż-żona mhux biss aktar attrejenti imma aktar accessibbli u aktar utli wkoll, bl-investiment ilaħħaq it-tletin elf Ewro (EUR30,000).

Dan il-proġett ikompli wkoll jikkumpliementa x-xogħol li sar fl-upgrading tad-daħla tal-lokalita' fejn il-Kunsill sebbah ir-roundabout ta' quddiem il-Kunsill bil-konstruzzjoni ta' ġiebja sotteranea, u funtana fil-livell tat-triq. Fl-aħhar jiem ġie konkluz ix-xogħol tad-dawl u bdejna naraw l-ewwel riżultati tal-vizjoni li kellna quddiem għajnejna. Hawnhekk il-Kunsill ibbenefika wkoll minn fondi tal-Awtorita' tal-Ippjanar u jidher li x-xogħol intlaqa tajjeb ħafna mir-residenti.

Il-Kunsill ħadem ukoll biex jippreserva l-karattru u l-valur ekoloġiku tas-sit Natura2000. Għal żmien twil konna naraw li nindukraw is-sit u niġbru tunnelli sħaħ ta' skart miż-żona pubblika imma wkoll miż-żona meqjusa privata għall-użu tal-AFM. Dehrilna li din is-sitwazzjoni kienet insostenibbli.

Kien għalhekk li fl-aħhar xhur uħud mill-aċċessi ngħalqu, għall-vetturi biss, mingħajr ma ngħalqet l-ebda triq li tagħti għall-bajjiet. B'hekk naqqasna l-opportunita' li volum ta' skart jidħol fis-sit filwaqt li s-sit kollu għadu aċċessibbli. Ingħalqu wkoll aċċessi illegali li nfetħu fuq is-sit mix-xagħri bi ħsara rreparabbli fuq il-flora u l-fawna. Dan kollu ser jieħu s-snin biex jirrepara ruħu għalkemm f'uħud mis-siti diġà qeghdin naraw lin-natura twelled mill-ġdid lilha nnifisha fejn qabel ma kien jikber xejn. Il-Kunsill qiegħed jagħmel il-parti tiegħu, pero' rrid ngħid – neħtieġu aktar kooperazzjoni u azzjoni effettiva mill-awtoritajiet sabiex min fadal jisfida, jiġi penalizzat.

1.0 L-Introduzzjoni tas-Sindku

Il-Kunsill matul l-aħħar sena għal darb'oħra organizza attivitajiet varji. Qiegħed partikolarment nirreferi għall-attivitajiet ta' Jum Pembroke li din is-sena kienu ta' suċċess u għal darb'oħra l-Kunsill ħadem id f'id ma' Father Reuben Micallef, il-Kappillan, biex dawn ġew imtella' fuq iz-zuntier tal-Knisja biex infakkru għal darb'oħra Jum il-Lokalita' tagħna. Ma jkollniex wisq minn dawn l-opportunitajiet u nagħmlu tajjeb inżommu dan l-appuntament ta' kull sena.

Ma nistax ma nsemmix ukoll l-attività enormi tal-Halloween li saret fi Triq San Ġorġ Preca, attività oħra li kont tassew kburi biha fejn għal darb'oħra, l-komunita' ltaqgħet u ħadmet flimkien biex inġoloq tant ġid mid-donazzjonijiet ta' kull min attenda. Ma nistax ma nsemmix l-impenn enormi tar-residenti tat-triq li ħadmu qatigh fuq din l-attività. Il-Kunsill ħass li wara li din rat it-twelid tagħha b'tant suċċess fis-sena preċedenti, din is-sena kien aktar kruċjali li nhejju ruġna b'aktar professjonalita' fl-aspett organizzattiv.

Ix-xorti riedet li tagħmel ix-xita ġurnata sħiħa dakinhar, u minkejja kollox, rajna numri kbar ta' tfal u ġenituri jattendu. Ħadna pjaċir naraw hekk, xhur sħaħ ta' preparamenti jilħqu l-qofol tagħhom u jiġġustifikaw is-sieġha ta' xogħol li jkun sar – u dan kollu filwaqt li ngabru flus għal Puttinu!

Festa tar-raħal m'għandniex, pero' jidher li sirna l-aktar lokalita' sinonima mal-Halloween grazzi għal kontribut tar-residenti mgħejjun mill-impenn tal-Kunsill. Għandna opportunita' li din l-attività bl-għajnuna ta' kulħadd tkompli tikber u dan għandu jimla' lill-Kunsill bil-kuraġġ sabiex jara li dan l-attività li nibdet l-għeruf issa tkompli tagħmel il-frott.

F'dan l-aħħar rapport tal-leġislatura, possibilmment l-aħħar wieħed li ser inkun qiegħed nippreżenta lill-Kunsill bħala Sindku, xtaqt insemmi wkoll l-isfidi li għaddejna minnhom f'xhur riċenti, u dak li qiegħed illum nantiċipa li ser inkunu qegħdin inħarsu lejhom fis-snin li ġejjen bħala lokalita'.

Min-naħa l-oħra ma nistax nagħlaq mingħajr ma nsemmi l-ammont ta' laqgħat li l-Kunsill kellu fl-aħħar sena ma' l-Infrastructure Malta u Transport Malta dwar id-diversi proġetti pendenti u l-kooperazzjoni li sibna f'dan ir-rigward. Qiegħed nitkellem partikolarment dwar ix-xogħol li huwa mistenni li jibda fix-xhur li ġejjen fi Triq Sant'Andrija, inkluż il-junction qrib iż-żona ta' San Patrizju, fejn il-Kunsill qiegħed jassisti lil TM bis-suggerimenti u l-kummenti tiegħu, u xogħol ieħor ma' l-Infrastructure Malta fejn finalment, l-istess entita' kkommettiet ruġha għar-rikostruzzjoni ta' Triq Gabriel Henin li qiegħda ssir bħalissa, u Triq Burma, żewġ toroq li l-Kunsill ilu jinsisti mal-awtoritajiet ċentrali fuqhom u li issa x-xewqat tagħna ġew milqugħa. Ser naraw ukoll xogħol estensiv f'diversi toroq oħrajn inkluż iż-żona ta' San Patrizju kollha, Triq Patri Serafin Zarb, u Triq Martin Luther King li kulħadd jaf f'liema stat tinsab.

B'hekk wasalna biex nikkonkludu sena oħra ta' xogħol b'risq il-lokalita' u wara kollox, ir-residenti li jagħmluha ħajja. F'dan l-aħħar rapport tal-leġislatura nixtieq minn qalbi nirringrazzja lill-Kunsilliera sħabi għad-drabi varji li sibthom ta' spalla biex mexxejna fuq dak li nkunu ddiskutejna, pero' anke għal dawk l-istanzi meta ma qbilniex – b'hekk jitwiieldu ideat godda u aħjar u tal-kontribut tagħkom ngħidilkom grazzi. Viċi Sindku Raymond Lanzon, Kunsilliera Charles Cesare, Mark Causon, u Desiree Vella Brincat – grazzi.

Ma nistax ma nsemmix ukoll lil ħabiba tagħna Evelyn Vella Brincat li tlietna matul l-aħħar sena, wara snin ta' kontribut fil-Kunsill Lokali. Il-kontribut tagħha fis-snin li fihom ħdimna

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flimkien minix ser ninsieh malajr. Ma qbilniex dejjem. Ngħiduha kif inhi, ma kienx faċli li taqbel dejjem ma' Evelyn għaliex kienet temmen fl-ideat tagħha u kienet tikkomunikahom tajjeb. Dan għamilha kunsilliera valida matul is-snin u xi ftit jew wisq, kull min ħadem magħha, ħa xi ħaġa lura.

Nirringrazzja wkoll minn qalbi lill-ħaddiema klerikali tal-Kunsill tax-xogħol tagħhom matul l-aħħar snin, Alison Gixti li matul l-aħħar xhur għamlet xogħol siewi ħafna f'ċirkostanzi diffiċli matul l-aħħar xhur minħabba proċess ta' recruitment li għaddejna minnu u li ħa aktar minn kemm kien mistenni, immexxija tant tajjeb mis-Segretarju Eżekuttiv is-Sur Kevin Borg. Nirringrazzjakom tal-kontribut tagħkom, partikolarment fl-attwar fil-ħin tad-deċiżjonijiet u d-direzzjonijiet maqbula mill-Kunsill.

Inħares 'l quddiem għal gejjieni.



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-Gurament saret fl-aħħar jiem ta' Marzu stess ta' l-2013.

Iż-żmien tat-tmexxija tas-Seba' Legislatura tal-Kunsill kien mill-1 t'April 2013 sat-30 ta' Gunju 2019. Il-Kunsill kien kostitwit minn :-

Kariga	Isem u Kunjom	Rappreżentant
Sindku	I-Avv. Dean Hill	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
Kunsillier *	It-Tabiba Désirée Vella Brincat	Partit Nazzjonalista

* *Is-Sinjura Evelyn Vella Brincat giet nieqsa fis-17 ta' Awwissu 2018 u nhar is-27 ta' Settembru 2018 giet co-opted is-Sinjura Désirée Vella Brincat.*

Sotto Kumitati

Chairman	Sotto Kumitat
Sindku L-Avv. Dean Hill	Kumitat - 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 Generali; Proġetti Kapitali u Infrastrutturali; Tfassil ta' kuntratti tal-Kunsill u sorveljanza fuq it-tweqqieg tagħhom; Editur tal-pubblikazzjonijiet kollha tal-Kunsill u komunikati uffiċjali tal-Kunsill; Staff Amministrattiv u Haddiema assenjati mal-Kunsill; Relazzjonijiet maż-żgħażaġħ tal-lokal inkluż il-Kunsill taż-żgħażaġħ; Ko-ordinament ma' l-għaqdiet sportivi, Scouts, Knisja u NGO's; Tfassil u tweqqieg ta' bye laws; Rappreżentant ta' ECAD Advisory Board, MIEMA u Anna Lindth Foundation.
Viċi Sindku Raymond Lanzon	Kumitat - 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; Attivitajiet Soċjali, Kulturali u tal-massa nkluz open days eċċ.
Kunsillier Mark Causon	Kumitat - Applikazzjonijiet għall-fondi tal-EU u implimentazzjoni tal-proġetti relatati mal-EU inkluż dawk edukattivi u ambjentali; Informazzjoni nkluz I.T., Web Page,

2.0 Il-Kunsill

		Facebook, eċċ; Librerija, Edukazzjoni; Kultura; Organizazzjoni ta' kull tip ta' laqgħat t'informazzjoni u korsijiet.
Kunsillier Charles Cesare	Kumitat -	Settur Kummerċjali; Liċenzji u Permessi; Traffiku u Servizzi Pubbliċi; Trasport Pubbliku;
Kunsillier Désirée Vella Brincat	Kumitat -	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.

L-Elezzjoni tat-Tmien Leġislatura tal-Kunsill saret fil-25 ta' Mejju 2019 u l-Ħatra tal-Gurament saret fit-18 ta' Ġunju 2019.

Iż-żmien tat-tmexxija tas-Seba' Leġislatura tal-Kunsill huwa mill-1 ta' Lulju 2019 sat-30 ta' Ġunju 2024. Il-Kunsill huwa kostitwit minn :-

Kariga	Isem u Kunjom	Rappreżentant
Sindku	L-Avv. Dean Hili	Partit Laburista
Viċi Sindku	Is-Sur Omar Elaref Arab	Partit Laburista
Kunsillier	It-Tabiba Désirée Vella Brincat	Partit Nazzjonalista
Kunsillier	Is-Sur Charles Cesare	Partit Nazzjonalista
Kunsillier	Is-Sur Raymond Lanzon	Partit Laburista

Sotto Kumitati

Chairman
Sindku L-Avv. Dean Hili

Sotto Kumitat

Kumitat Ambjent, Infrastruttura, Proġetti, Żgħażaġħ u Sports

1. L-Ambjent

- sabiex jiffasslu programmi u inizjattivi favur l-ambjent u sabiex f'kull inizjattiva tal-Kunsill u oħrajn minn entitajiet oħra, jiġi mitqies l-impatt ambjentali.
- Sorveljanza fuq tfassil tal-kuntratti u l-operat tal-kuntratturi magħżula mill-aspett ambjentali.
- Liaison mal-entitajiet u l-NGOs li jaħdmu favur l-ambjent partikularment dawk li jinvolve ruħhom fil-lokalita' u t-temi li jolqtuha.
- Tfassil ta' rappreżentazzjonijiet lill-PA fuq proġetti li jhallu impatt ambjentali fil-lokalita, u koordinament mal-entitajiet fir-rigward, inkluż NGOs u l-entitajiet governattivi

2. L-Infrastruttura

- Koordinament mal-kuntratturi u professjonisti tal-Kunsill fit-tfassil u l-implimentazzjoni ta' proġetti fil-lokalita, u mal-entitajiet

2.0 Il-Kunsill

governattivi fit-tfassil u l-implimentazzjoni ta' proġetti tal-Gvern fil-lokalita.

- Farsien ta' ġonna, playinfields, play equipment, outdoor gyms u outdoor furniture.
- Manutenzjoni ta' sinjali tat-traffiku.

3. Proġetti

- Żamma fid-deadlines ta' proġetti tal-Kunsill
- Punt ta' referenza bejn il-Kunsill u proġetti proposti għall-lokalita' minn entitajiet/żviluppaturi.

4. Iż-Żgħażaġh u Tfal

- Relazzjoni mal-entitajiet tal-lokalita, inkluż clubs sportivi, scouts, u NGOs li jaħdmu fil-qasam.
- Kontribut fl-attivitajiet li jolqtu ż-żgħażaġh u t-tfal fil-lokalita'.

Viċi Sindku Omar Elaref Arab

Kumitat Integrazzjoni Soċjali, Sports, Attivitajiet Fiżiċi u Innovazzjoni

1. L-Integrizzjoni Soċjali

- Tfassil ta' programm li permezz tiegħu il-Kunsill iqarreb lejha ċittadini tiegħu minn sfond soċjali, etnicita jew religjon.
- Jiġu esplorati programmi fuq livell nazzjonali mal-aġenziji governattivi li jaħdmu fil-qasam.

2. Sports u Attivitajiet Fiżiċi

- Tfassil u tfejjija għal-attivitajiet sportivi fil-lokalita', inkluż sugġerimenti dwar arrangamenti tat-traffiku matul attivitajiet simili.
- Tfassil ta' programmi li jippromwovu l-isport fil-lokalita'.

3. L-Innovazzjoni

- Proċessar tal-informazzjoni inkluż IT u l-Web Page tal-Kunsill, u il-paġna fuq Facebook.
- Tfassil ta' pjanijiet innovattivi li jippromwovu l-provvista ta' servizz aqwa liċ-ċittadin.
- Tfassil ta' materjal stampat li jiġi iċċirkolat minn żmien għal żmien u skond il-ħtiġijiet tal-Kunsill

Kunsillier it-Tabiba Désirée Vella Brincat

Kumitat Edukazzjoni u Farsien tal-Annimali

1. L-Edukazzjoni

- Promozzjoni tal-edukazzjoni, il-qari u l-librerija tal-Kunsill u kif din tista' tkompli tikber.
- Farsien ta' bini storiku.
- Koordinament ta' programmi ta' Life Long Learning u skemi oħrajn imħabbra minn żmien għal żmien.

2. Il-Farsien tal-Annimali

- Attivitajiet u inizjattivi favur il-farsien, il-kura, id-drittijiet u ż-żamma tajjeb tal-annimali.
- Skemi mħabbra mill-gvern f'dan il-qasam, u iffaċilitar fl-aċċess għalihom.

2.0 Il-Kunsill

Kunsillier Charles Cesare	<ul style="list-style-type: none"> • Programmi edukattivi dwar il-ħarsien tal-annimali u laqgħat pubbliċi dwar is-sugġett.
	Kumitat Indafa u Kultura
	1. L-Indafa
	<ul style="list-style-type: none"> • Koordinament mad-direttorat tat-tindif u programmi edukattivi fil-lokalita` favur l-indafa. • Infurzar ta' ligijiet in konnessjoni ma infrazzjonijiet ambjentali u koordinament mal-entitajiet inkluż il-Pulizija u LESA dwar temi ambjentali. • Koordinament mas-settur kummerċjali fir-rigward tal-gbir tal-iskart. • Rappurtar lil Kunsill dwar il-kuntratti u l-kuntratturi tal-Kunsill fl-operat tagħhom f'dak li għandu x'jaqsam mat-tindif fil-lokalita`. • Hidma mal-contracts manager sabiex jiġu identifikati nuqqasijiet fis-servizzi provduti lil Kunsill.
	2. Il-Kultura
	<ul style="list-style-type: none"> • Tfassil tal-programmi relatati mal-attivitajiet kulturali fil-lokalita`, inkluż Jum Pembroke u l-Halloween.
Kunsillier Raymond Lanzon	Kumitat Anzjani, Komunitajiet u l-Qasam Soċjali
	1. L-Anzjani
	<ul style="list-style-type: none"> • L-anzjani, il-ħtiġijiet tagħhom u attivitajiet immirati għalihom. • Għarfien dwar programmi, seminars u fondi li jistgħu jibbenefikaw minnhom l-anzjani fil-lokalita`, programmi nazzjonali li jiffaċilitaw il-hajja tal-anzjani • It-tweġġieq tal-proġett ta' Day Care Center għal-anzjani fil-lokalita`.
	2. Komunitajiet
	<ul style="list-style-type: none"> • Liaison u punt ta' referenza bejn il-Kunsill u l-parroċċa fil-lokalita`. • Attivitajiet u programmi kongunti bejn il-Knisja u l-Kunsill u kif it-tnejn flimkien jistgħu jaħdmu flimkien, b'mira partikolari lejn il-komunità anzjana fil-lokalita`.
	3. Il-Qasam Soċjali
	<ul style="list-style-type: none"> • Ħarsien tad-drittijiet ta' persuni bi bżonnijiet speċjali, single parents u dawk vulnerabbli f'kull sens. • Il-housing soċjali u l-ħtiġijiet taz-zoni msemija, inkluż sorveljar ta' xogħlijiet fl-akwati.

Staff

Impjegat	Grad	Bidu t'impjieg	Tmiem t'impjieg
K. Borg	Segretarju Eżekuttiv	01/09/1997	
A. Grixti	Assistent Uffiċjal Prinċipali	15/10/2000	
K. Xuereb Rizzo	Uffiċjal Eżekuttiv	01/07/2008	10/02/2019
C. Sciberras	Skrivana	01/07/2019	

2.0 Il-Kunsill

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

Servizz	Isem / Kumpanija	Rimarki
Project Manager u Perit	Cornerstone	Sorveljanza fuq kuntratti ta' xogħlijiet infrastrutturali
Avukat	IURIS	Konsulenza Legali
Accountant	Romina Perici Ferrante	Konsulenza Finanzjarja
Accountant	Ryan Muscat	Konsulenza Finanzjarja
Contracts Manager	Raphael Carabott	Sorveljanza fuq kuntratti ta' servizzi

2.0 Il-Kunsill

2.2 Attendenza għal-laqqgħat tal-Kunsill – Jan sa Ġun 2019.

Kariga	Isem u Kunjom	Rappreżentant
Sindku	L-Avv. Dean Hili	Partit Laburista
Viċi Sindku	Is-Sur Raymond Lanzon	Partit Laburista
Kunsillier	Is-Sur Mark Causon	Partit Laburista
Kunsillier	Is-Sur Charles Cesare	Partit Nazzjonalista
Kunsillier	It-Tabiba Désirée Vella Brincat	Partit Nazzjonalista

Attendenza tal-Membri tal-Kunsill Lokali - 2019 (Jan sa Ġun)

Kunsill Lokali: Pembroke

Isem il-Kunsillier:

Sindku	Viċi Sindku	Kunsillier	Kunsillier	Kunsillier
D. Hili	R. Lanzon	M. Causon	C. Cesare	D. Vella Brincat

Numru tal-Laqqgħa	Data tal-Laqqgħa	Prezenti	Assenti	Prezenti	Assenti	Prezenti	Assenti	Prezenti	Assenti	Prezenti	Assenti
01/K7/2019	31/01/2019	X		X		X		X			X
02/K7/2019	31/01/2019	X		X		X		X			X
03/K7/2019	28/02/2019	X		X			X	X		X	
04/K7/2019	28/03/2019	X		X			X		X	X	
05/K7/2019	24/04/2019	X		X		X		X		X	
06/K7/2019	23/05/2019	X		X		X		X		X	
07/K7/2019	26/06/2019	X		X		X		X		X	
Total		7	0	7	0	5	2	6	1	5	2

2.0 Il-Kunsill

2.3 **Attendenza għal-laqqgħat tal-Kunsill – Lul sa Diċ 2019.**

Kariga	Isem u Kunjom	Rappreżentant
Sindku	L-Avv. Dean Hili	Partit Laburista
Viċi Sindku	Is-Sur Omar Elaref Araba	Partit Laburista
Kunsillier	It-Tabiba Désirée Vella Brincat	Partit Nazzjonalista
Kunsillier	Is-Sur Charles Cesare	Partit Nazzjonalista
Kunsillier	Is-Sur Raymond Lanzon	Partit Laburista

Attendenza tal-Membri tal-Kunsill Lokali - 2019 (Lul sa Diċ)Kunsill Lokali: Pembroke

Isem il-Kunsillier:

Sindku	Viċi Sindku	Kunsillier	Kunsillier	Kunsillier
D. Hili	O. E. Arab	D. Vella Brincat	C. Cesare	R. Lanzon

Numru tal-Laqqgħa	Data tal-Laqqgħa	Preżenti	Assenti	Preżenti	Assenti	Preżenti	Assenti	Preżenti	Assenti	Preżenti	Assenti
01/K8/2019	02/07/2019	X		X		X		X		X	
02/K8/2019	23/07/2019	X		X			X	X		X	
03/K8/2019	29/08/2019	X		X		X		X		X	
04/K8/2019	26/09/2019	X		X		X		X		X	
05/K8/2019	30/09/2019	X		X		X		X		X	
06/K8/2019	18/10/2019	X		X		X		X		X	
07/K8/2019	28/11/2019	X		X			X	X		X	
08/K8/2019	19/12/2019	X		X		X		X		X	
09/K8/2019	19/12/2019	X		X			X	X		X	
Total		9	0	9	0	6	3	9	0	9	0

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 jispicċax b'xi bilanċ negattiv fil-kotba finanzjarji tiegħu. Fl-aħħar ta' Diċembru 2019 il-Bilanċ kien ta' **€ 541,681.20** Dan l-ammont kien maqsum hekk :-

40021345911	BOV - Current Account	€567,950.84
	Uncashed Chqs BOV	(€26,646.08)
	Petty Cash	€ 232.94
	Cash in hand	€143.50
Total		€541,681.20

Minn dan il-bilanċ ta' **€ 541,681.20** il-Kunsill għandu jagħmel dan l-aġġustament :

Naqqas Accruals (Xogħol lest li għadu ma tħallasx)	(€63,265.00)
Naqqas Current Deferred Income (Government Grants)	NIL
Naqqas Deferred Income (Fattura tas-sena 2019)	(€1,500.00)
Żied Pre Payments	€3,246.00
Żied Inventarju	€1,592.00
Żied Debituri	€11,567.00
Żied Accrued Income (DLG Supplimentary Income - WasteServ u Organic Waste Collection)	€6,363.00
Naqqas Kredituri	(€4,311.00)
Naqqas Future Commitments	NIL
Total	(€46,308.00)
Bilanċ finali	€495,373.20

3.2 Il-Hidma tal-Kunsill

Ir-responsabilitajiet li kellu l-Kunsill għas-sena finanzjarja 2019 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 mit-Tnejn sas-Sibt. Matul is-sena kompli l-ġbir tal-iskart organiku, liema skart qed jingabar tlett darbiet fil-ġimgħa – nhar ta' Tnejn, Erbgħa u Ġimgħa, filwaqt li l-iskart imħallat li jingabar fil-borża s-sewda qed jingabar nhar ta' Tnejn, il-Ħamis u s-Sibt.

Dan ikun 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 jiftgħu 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-unici fejn f'ġimgħat 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-ġimgħa. Sar xogħol biex il-ħaxix li jikber mal-bankini, qed jinqata' kemm jista' jkun ta' spiss. Kien hemm tibdil fl-iskeda fejn il-knis beda isir wara nofsinhar permezz ta' żewġ Kenniesa.

Il-Kunsill ippubblika u aġġudika ukoll tender ġdid li ser ikun qed ikopri erba' snin, liema kuntratt ser jidhrol fis-seħħ fis-sena 2020. Kien hemm titjib fuq l-iskeda biex issa t-toroq prinċipali ser jibdwu jinkinsu tlett darbiet fil-ġimgħa u numru ta' toroq oħra residenzjali ser jinbdew jinkinsu darbtejn fil-ġimgħa.

Tindif u Manutenzjoni tal-Latrini Pubbliċi

Il-Latrini li għandna fil-ġonna tal-lokal nfetħu kulljum mit-Tnejn sal-Ħadd u ngħata servizz diċenti u kif jixraq lil min jagħmel użu minn dawn il-faċilitajiet. Huwa previst li matul is-sena li ġejja jsir xogħol ta' modernizzar fil-latrini li hemm fi Għien Madre Teresa ta' Kalkutta.

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.

Ta' min jinnota li matul din is-sena, Infrastruttura Malta ħadet ħsieb li tagħti wiċċ ġdid ta' tarmak fi Triq G. Henin, parti kbira minn Triq Burma u l-parkeġġ li hemm off Triq Alamein biswit il-Malta Judo Federation.

Ix-xogħol fi Triq G. Henin kien jinkludi twessiegħ tat-triq u l-bankina fuq iż-żewġ naħat att-triq, l-iżda naħa minnhom għada pendent għax il-Kunsill għadu qed jistenna mingħand l-Awtorità tal-Artijiet u sussegwentement il-permess neċessarju mingħand il-MEPA.

Ix-xogħol fi Triq Burma kien jinkludi ukoll twessiegħ tat-triq u pedamenti aktar sodi kif ukoll li jsir culvert għall-ilma tax-xita.

Huwa previst li matul is-sena 2020 jibda xogħol kbir fi Triq Martin Luther King u l-madwar fejn ser jingħata wiċċ ġdid ta' tarmak, isiru bankini ġodda u jiġi installat dawl fiż-żona minħabba dlam li hemm. Apparti minn dan huwa previst li jibda x-xogħol ukoll fuq l-upgrading tal-junction ta' St. Patricks, proġett l'ilu pendent diversi snin, u li ser jgħin ħafna biex jitneħħa l-periklu li hemm.

Tindif u Manutenzjoni tax-Xtut u Bajja

Dan sar fuq bażi regolari u ta' min jinnota 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 regolament. Sfortunatament, tul is-sena saru bosta' vendikazzjonijiet u saru diversi ħsarat fejn il-Kunsill għamel dak kollu possibli biex kull ħsara li saret ġiet irrangata fl-aqsar ħin possibli.

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 ħafna xogħol.

Il-Kunsill daħal ukoll fi ftehim ma' Infrastruttura Malta fejn f'diversi żoni beda programm ta' tħawwil ta' siġar. S'issa sar xogħol fis-soft areas ta' Triq Jum Pembroke u Triq Burma. Hemm diskussjonijiet għaddejja biex isir tħawwil ukoll fis-sit ta' Triq Burma kantuniera ma' Triq Salvatore Castaldi, is-sit ta' bejn il-Pembroke P&R u Triq Sant Andrija, f'parti mill-picnic area ta' bswit Triq Mandalay u fi Ġnien 4 ta' Lulju.

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 Gixti u lis-Sinjorina Charmaine Sciberras 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.

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 jolqot il-lokal.



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	a	a-b/b-a	a-c/c-a
		2019	2019	2018	VARJANZA	VARJANZA
		ATTWALI	ESTMI	ATTWALI	ATTWALI/ESTMI	ATTWALI
		€	€	€	€	€
2	Id-Dhul					
0000	Mill-Gvern	485,034.00	485,069.00	457,860.00	-35.00	27,174.00
0020	Il-'Bye-laws'	10,659.00	3,600.00	15,690.00	7,059.00	-5,031.00
0090	L-Investment	22.00	120.00	121.00	-98.00	-99.00
0100	Generali	10,136.00	3,100.00	2,231.00	7,036.00	7,905.00
	TOTAL	505,851.00	491,889.00	475,902.00	13,962.00	29,949.00
1	L-Infiq					
1000	Is-Salarji	88,545.00	97,876.00	93,057.00	9,331.00	4,512.00
2000	Manutenzjoni u Xoghlijiet ohra	450,807.00	394,013.00	413,761.00	-56,794.00	-37,046.00
7000	L-Infiq Kapitali					
	TOTAL	539,352.00	491,889.00	506,818.00	-47,463.00	-32,534.00
	Bilanc	-33,501.00		-30,916.00	-33,501.00	-2,585.00

Noti:

Il-Varjazzjonijiet fid-Dhul u fl-Infiq (ikompli)**4.2 L-Iskeda tal-Varjazzjonijiet fid-Dhul fid-Dettall**

Nru. tal-Kont	DESKRIZZJONI	a	b	c	a-b	a-c
		2019 ATTWALI €	2019 ESTMI €	2018 ATTWALI €	VARJANZA ATTWALI - ESTMI €	VARJANZA ATTWALI €
2	Id-Dhul					
0000	Mill-Gvern (Brought Forward)					
0001	Annwali	457,426.00	457,426.00	433,663.00		23,763.00
0002	Supplimentari	27,608.00	27,643.00	19,537.00	-35.00	8,071.00
0003	Bzonnijiet Speċjali					
0004	Delegazzjonijiet Pubbliċi/Governattivi					
0015	Hwejjeg Ohra			4,660.00		-4,660.00
		485,034.00	485,069.00	457,860.00	-35.00	27,174.00
0020	Il-'Bye-Laws'					
0021	Servizzi Komunitarji			4,475.00		-4,475.00
0036	Ksur tal-'bye-laws'	3,198.00	3,600.00	4,102.00	-402.00	-904.00
0056	Ghotjiet Sponsorjali					
0066	Generali	7,461.00		7,113.00	7,461.00	348.00
		10,659.00	3,600.00	15,690.00	7,059.00	-5,031.00
0090	Investiment					
0091	Imghax tal-Bank	22.00	120.00	121.00	-98.00	-99.00
0096	Sigurtajiet tal-Gvern					
		22.00	120.00	121.00	-98.00	-99.00
0100	Generali					
0110	Donazzjonijiet	3,350.00	100.00	350.00	3,250.00	3,000.00
0120	Kontribuzzjonijiet	6,786.00	3,000.00	1,881.00	3,786.00	4,905.00
		10,136.00	3,100.00	2,231.00	7,036.00	7,905.00
TOTAL		505,851.00	491,889.00	475,902.00	13,962.00	29,949.00

Noti:

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Noti:

5.0 Id-Dikjarazzjoni ta' Rikonċiljazzjoni mal-Bank**5.1 Current Account**

	€
Bilanc tal-Bank Statement BOV 40021345911	567,950.84
Cekkijiet mahruġa l'izda għadhom ma gewx imsarrfa	-26,646.08
Cash in hand	143.50
Bilanc fil-kont tal-Bank	541,448.26

5.2 Petty Cash

	€
Flus fl-idejn	232.94
Depoziti li saru sal-31/12/2019	0.00
Tnaqqis ta' 'withdrawals' li saru	
Bilanc fil-kont fl-idejn	232.94

Kevin Borg
Segretarju Eżekuttiv

6.1 Rapport tal-membri tal-Kunsill

Il-Viċi Sindku Omar Elaref Arab

(Responsabbli mill-Integrazzjoni Soċjali, Sports u Attivitàjiet Fiżiċi, l-Innovazzjoni)

Għaddew 7 xhur, proprju mill-1 ta' Lulju ta' din is-sena min mindu ħadt il-ġurament u ngħaqadt mal-Kunsill Lokali Pembroke fil-kariga ta' Viċi Sindku, fejn ġejt fdat ir-responsabbiltajiet fil-qasam tal-iSports u l-attivitàjiet fiżiċi kif ukoll fl-Innovazzjoni u Inkluzjoni Soċjali. Ninsab kuntent li ngħaqadt ma' Kunsilliera l'ilkoll għandhom għal qalbhom prinċipji simili għal dawk li nħaddan jien u għandhom għal qalbhom ir-resident Pembrokjan.

Nemmen ħafna f'mentalita strategika, fejn l-inizjattivi jġu studjati u evalwati qabel jitwettqu u d-deċiżjonijiet li jittieħdu għandhom ikunu deċiżjonijiet infurmati, għalhekk l-ewwel ftit xhur tal-kariga tiegħi qattajtha fil-magħġor parti tagħha nistudja u nifhem aħjar l-operat tal-Kunsill, hawnhekk niringrazzja lil-sħabi li għandhom l-esperjenza, b'mod speċjali lis-Segretarju Eżekuttiv Kevin Borg li bil-paċenzja kollha qasam miegħi għarfien importanti fuq kif jiġihaddem l-operat u l-protokoll tal-Kunsill.

Fis-sezzjonijiet li ġejjen ser nispjega aktar fid-dettall l-attivitàjiet li esegwejna u l-pjanijiet maħsuba għal snin li ġejjin tul din il-leġislatura.

Innovazzjoni

Minnufih issoktat il-ħidma biex noħolqu ideat innovattivi li jiffaċilitaw l-operat, ngħollu u ntejbu l-kwalità tas-servizz u jġibu l-Kunsill iktar viċin ir-residenti.

Bdejna billi annaliżajna l-infrastruttura teknoloġika tal-Kunsill, l-ewwel ma ħarisna kien lejn kif titwassal l-informazzjoni, huwa importanti li r-residenti ta' Pembroke ma jgħidux iċ-ċans li jippartecipaw f'inizjattivi minħabba li l-komunikazzjoni ma tkunx waħda immedjata u effettiva. Is-sit elettroniku tal-Kunsill li kien wieħed minn tal-bidu li ġie żviluppat, illum qiegħed isir antikwat u ċertu aspetti m'għadhomx rilevanti għall-ġurnata tal-lum. Mill-ewwel bdejna naħdmu biex nintroduċu sit ġdid. Il-ħsieb hu li s-sit jinkorpora żewġ aspetti importanti: L-ewwel li jħaddan informazzjoni storika lokali, li tant aħna kburin biha, kemm l-istorja ta' qlubija taż-żminijiet li affaċja Pembroke fi żmien l-Ingħliżi, fejn il-lokal tagħna kien wieħed mil-pilastri l'ikkontribwixxa għas-sigurtà u l-operat ta' pajjiżna f'mument diffiċli tal-gwerra, kemm informazzjoni dwar il-Kunsilliera li servew fil-lokal tul dawn l-aħħar 25 sena, kif ukoll informazzjoni importanti dwar faċilitajiet li jagħmlu parti importanti mill-ġeografija ta' Pembroke.

Ħsiebna ukoll li niffaċilitaw u noffru mezz ieħor kif/fejn ir-resident jitolb servizz, b'mod li ma jkunx limitat bil-ħinijiet tal-operat tal-Kunsill. L-għan ta' dan hu li r-resident ikun f'pożizzjoni li jwassal il-ħsieb u/jew s-suggerimenti tiegħu, jitolb servizzi bħal bulky refuse 24 siegħa kuljum. Bi pjaċir inħabbar li dan ix-xogħol wasal fi stadju avanzat u s-sit il-ġdida tibda topera min kmieni s-sena d-dieħla.

Fil-leġislatura li għaddiet infetħu wkoll, paġna fuq Facebook kif ukoll grupp fuq l-istess pjattaforma fejn tiġi disseminata u diskussa informazzjoni dwar l-attivitàjiet u inizjattivi li jkun qiegħed jaħdem fuqhom il-Kunsill. Żidna r-reklamar u l-attività, kuntent nara li f'din l-aħħar sena rnexxielna inżidu s-segwaċi fuq Facebook b'20% biex wasalna għal total ta' 2244 segwaċi, kif ukoll żidna il-partecipazzjoni fil-grupp b'44% għal 592 partecipant. Fadal

7.0 Ir-Rapport tal-Awditur u l-'Financial Statements'

x'naqdfu biex inwasslu l-messaġġ u l-informazzjoni għand ir-residenti kollha pero nemmen li mixjin fid-direzzjoni t-tajba.

Tul dawn l-aħħar xhur bdejna nesploraw u anke hrigna talba għal-offerti għal-Mobile App, għandna pjanijiet ambizzjużi u nkunu f'pożizzjoni li nagħtu iktar informazzjoni fix-xhur li ġejjin wara li naqblu fuq il-pjan ta' eżekuzzjoni.

Sports u Attivitajiet Fiziċi

Pembroke jospita numru ta' ċentri sportivi u attivitajiet fiziċi. Il-ħsieb f'dan l-istadju mhuwiex li nżidu iktar ċentri iżda li inheggu iktar parteċipazzjoni mir-residenti, nemmnu li l-isports huwa wieħed mil-aqwa mediċini kontra l-vizzji, l-investment finizzjattivi sportivi jaċċertaw komunità iktar b'saħħiħha magħquda u enerġetika bi kwalità ta' ħajja aħjar.

Kien ta' pjaċir għalija li l-ewwel attività li attendejt fil-kariga ta' Vċi Sindku kienet il-Bike and Fun Run, li organizzajna b'kollaborazzjoni mal-Pembroke Athletics b'riżq Jum Pembroke 2019. B'sodisfazzjon rajna l-parteċipazzjoni tat-tfal u l-ġenituri tagħhom f'dan l-avveniment u min hemm irrealizzajna li f'dan il-qasam ukoll fadliha aktar x'intejbu.

Matul dawn l-aħħar xhur iltqajna u saħħaħna r-relazzjoni tal-Kunsill mad-diversi għaqdiet sportivi fil-lokal, iddiskutejna numru ta' proposti li jgħinu biex mhux biss l-għaqdiet jikkontribwixxu direttament lill-membri tagħhom iżda jkunu ta' għajna biex ninkoraġġixxu attività sportiva fost residenti li jifhaju jipparteċipaw pero' mhux f'livell professjonali jew b'impenn fit-tul. Qegħdin inħarsu li b'dawn l-inizjattivi nagħmlu ġid għar-residenti ta' kull età b'għarfien siewi tad-demografija li għandna fil-lokalità.

II-Kunsillier Désirée Vella Brincat M.D.

(Responsabbli mill-Edukazzjoni u l-Ħarsien tal-Annimali)

Għal din il-leġislatura, id-dekasteri ġew assenjati fl-aħħar ta' Ġunju 2019.

Għal dak li jirrigwardja d-dekasteri li jaqgħu taħt ir-responsabbiltà tiegħi, matul dawn il-ftit xhur li għaddew sar xogħol primarjament dwar il-ħarsien ta' l-annimali, fejn il-Kunsill involva ruħu fi proġett Nazzjonali għal-titjib ta' "cat cafes". Gie ikkonfermat li ser inkunu qed nipparteċipaw fi skema sa massimu ta' għaxart elef ewro biex inkomplu ninvestu "cat cafe" ġewwa Pembroke. Meta jiġi approvat, dan ser ikun possibbli bl-għotja sa massimu ta' tmient elef ewro mill-Gvern Ċentrali u sa massimu ta' elfejn ewro maħruġa mill-Kunsill. Meta jitlesta dan il-proġett, għandu jkun evidenti it-tisbiħ ta' dan il-post u kundizzjoni ħafna aktar xierqa li għandha tkun pprovduta għall-ħarsien ta' dawn il-kreaturi.

Għamilt ukoll rċerka mar-residenti dwar il-librerija. Jidher li l-pubbliku ġeneralment huwa sodisfatt bil-mod kif din qed taħdem u li fil-prezent hemm biżżejjed kotba biex jinqadew il-membri prezenti. Tant hu hekk li l-librara mhix qed taċċetta kotba iżjed għax hemm wisq. Matul ix-xhur li ġejjin ser inkompli nsegwi mill-qrib l-andament fil-librerija.

Ħadt interess f'diversi suġġetti oħra ta' materja li hi ta' interess għall-operat aħjar tal-Kunsill u ta' ġid għar-residenti ta' Pembroke, kemm f'dawk li huma r-responsabbiltajiet li jaqgħu taħt id-dekasteri assenjati lili, kif ukoll oħrajn. Ser inkompli nagħmel dan fl-interess tar-residenti kollha, biex fl-aħħar mill-aħħar naraw li l-lokalità tagħna timxi 'l-quddiem.

Il-Kunsillier Charles Cesare

(Responsabbli mill-Indafa u l-Kultura)

Indafa

Rigward l-indafa ġewwa il-lokalita' bħala Kunsill m'għandnix xi problemi kbar fejn jidhrol tindif ta' knis għax kienet inholqot skeda ta' kif għandhom jinkinsu it-toroq tal-lokalita' biex b'hekk jintlaħaq kullimkien. Il-ġbir ta' skart (door to door) jingabar hekk: Il-borża il-griża riċiklabbli tingabar darba kull nhar ta' Tlieta, għalkemm bħala Kunsill ikkonsidrajna biex inżidu ġurnata oħra, dwar l-iskart organiku jingabar bħal kumplement tal-pajjiż, jiġifieri it-Tnejn, l-Erbgħa u l-Ġimgħa. Il-borża s-sewda tingabar kull nhar ta' Tnejn, il-Ħamis u s-Sibt.

L-iskart Bulky jingabar kull nhar ta' Ġimgħa, dejjem irid issir appuntament, filwaqt li kull l-ewwel Ġimgħa tax-xahar jingabar il-ħġieg.

Biex inkunu nafu eżatt fejn tnaddaf ta' kuljum, il contracts manager tal-lokalita' jibgħat ir-ritratti ta' xogħlijiet l'ikunu saru f'dak il-jum kif ukoll ritratti ta' fejn naraw skart jew żoni maħmuġa.

Waħda mil-akbar problema ġewwa il-lokalita' hija ir-rimi ta' skart illegali. Għalhekk nitlob lil kull resident biex jinforma lil-Kunsill jew Għassa tal-Pulizija fejn jara nies irresponsabbli jagħmlu dan l-att vandalu.

Bħala kontenituri ta' skart riċiklabbli (IBINS) għandna seba' (7) siti mifruxin mal-lokalita' li jinsabu f'dawn it-toroq:

- Triq San Patrizju
- Triq Alamein
- Misraħ il-Forti Pembroke
- Triq Gabriele Henin
- Triq Burma
- Triq il-Mediterran
- Triq Pietru Darmania

Min żmien għal żmien jiġu organizzata Clean up's ġewwa il-lokalita', kemm mill-Kunsill kif ukoll minn għaqdiet jew entitajiet privata.

Għalkemm bħala Kunsill naħdmu biex inżommu il-lokalita' nadifa bl-aħjar mezz possibbli, wehdedna biss ma jkunx possibbli jekk ma tkunux inthom ir-residenti li tikkoperaw magħna. Għaldaqstant qed nipprova inwaqqaf sotto kumitat ta' tindif għal aktar għajjnuna minnaħa ta' resident.

Nitlobkom biex tkunu parti mis-soluzzjoni u mhux mill-problema.

Attivitajiet

Bħala Kunsill m'għandux xi attivitajiet kbar ġewwa il-lokalita' ħlief għal-festa ta' Halloween li jiġi bosta nies minn barra il-lokalita' għalija, festa fejn kull Sena qed tikber. L-attività issir flimkien ma' voluntiera u organizzaturi mill-lokalita'.

7.0 Ir-Rapport tal-Awditur u l-'Financial Statements'

L-attivitajiet li issiru matul is-sena huma:

- Party għat tfal fil-karnival
- Jum Pembroke u fil-Milied fejn jiġu organizzata riċeviment għal-anzjani tal-lokalita' u tqassim ta' rigali min Father Christmas lit-tfal ġewwa il-lokalita' (rigali jinxtraw mir-residenti stess).

Il-Kunsillier Raymond Lanzon

(Responsabbli mill-Anzjani, Komunitajiet u l-Qasam Soċjali)

L-anzjani, komunitajiet u l-qasam soċjali

Fl-aħħar ġimgħat reġa' twaqqaf mill-ġdid il-Kumitat tal-Għaqda Anzjani Pembroke. Il-Kunsill qed jagħti s-sehem tiegħu f'dan il-Kumitat billi qed joffri l-uffiċini tal-Kunsill biex fihom jiltaqa' l-Kumitat regolarment.

Barra min hekk qiegħed nieħu sehem fil-laqgħat li qed jsiru tal-Kumitat. Il-Kumitat qiegħed ifassal programm ta' ħidma għax xhur li ġejjen.

Għarfien dwar programmi, seminars u fondi li jistgħu jibbenefikaw minnhom l-anzjani fil-lokalita', programmi nazzjonali li jiffacilitaw il-ħajja tal-anzjani.

F'dawn l-aħħar xhur ippruvajna norganizzaw laqgħat fuq is-saħħa bil-kollaborazzjoni tal-Ministeru tas-Saħħa. Il-Programm ta' laqgħat ingiebu għal-attenzjoni tar-residenti billi regolarment tpoġġew avvizi fuq il-Website tal-Kunsill kif ukoll fuq il-Facebbok.

B'dispijacer ngħidu li ma kienx hemm konkorenza għal-dawn il-laqgħat fuq is-saħħa u kellna kull ġimgħa navżaw lid-Dipartiment tas-Saħħa biex iħassar il-laqgħat.

Irridu nsibu mezz kif noħolqu komunikazzjoni aktar effettiva mar-residenti, speċjalment dawk anzjani. Forsi bl-għajnuna u s-sehem tal-Għaqda Anzjani naslu aktar.

It-twertieq tal-proġett ta' Day Care Center għall-anzjani fil-lokalita'.

B'kollaborazzjoni mas-Segretarjat Parlamentari għal-Anzjani qed naħdmu biex jitwaqqaf Centru ta' Anzjanità Attiva. Il-ħsieb huwa li darba fil-ġimgħa jibda jkollna attività fis-sala tal-Kunsill, liema attività tkun tajba għal-Anzjani bħal crafts, attività fiżika jew żfin, eċċ.

Bħal kull sena l-Kunsill ħa ħsieb ukoll li fiż-żmien il-festi tal-Milied jorganizza attività għall-Anzjani fejn jinħoloq spazju fejn niltaqgħu il-koll flimkien.

Il-ħsieb huwa li dan iċ-ċentru jibda jiffunzjona fix-xhur li ġejjen.

Fl-stess ħin irridu nkomplu nistħarrġu mal-awtoritajiet konċernati biex il-ħsieb li jkollna Day Care Centre jimmaterjalizza ukoll.

7.1 Rapport ta' l-Udituri

Rapport Anness