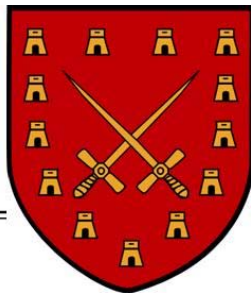


## Kunsill Lokali Pembroke

Triq Alamein  
Pembroke, PBK 1776,  
Malta.

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

Web page : [www.pembroke.gov.mt](http://www.pembroke.gov.mt)  
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## Pembroke Local Council

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### MINUTI

### Laqgħa tal-Kunsill Lokali Pembroke

### SEBA' LEGISLATURA

### Laqgħa Numru 15/2017

It-Tlieta 19 ta' Diċembru, 2017

Il-Kunsill Lokali Pembroke Itaqa' fl-Uffiċċju Amministrattiv tiegħu li jinsab fl-indirizz Triq Alamein, Pembroke, fl-4:00 ta' filgħaxija.

#### PREŻENTI:

Dean Hili – Sindku  
Mark Causon – Kunsillier  
Charles Cesare – Kunsillier

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

Raymond Lanzon – Viċi Sindku (**Dok. 1**)  
Evelyn Vella Brincat – Kunsillier (**Dok. 2**)

#### ASSENTI

Jesmar Scicluna - Ambaxxatur Lokali għaž-Żgħažagh

#### UFFIĊJAL PREŻENTI:

Kevin Borg – Segretarju Eżekuttiv

## **Minuti**

Is-Sindku Dean Hili ppresjeda l-laqqha.

### **15.1 Qari tal-ittri ta' apologiji.**

- 15.1.1 Is-Segretarju Eżekuttiv Kevin Borg informa lill-Kunsill li kienu waslu ittri ta' apologija mingħand il-Viċi Sindku Raymond Lanzon u l-Kunsillier Evelyn Vella Brincat iżda ebda ittra ta' apologija mingħand l-Ambaxxatur taż-Żgħażaġh u għalhekk ser jitqies bħala assenti.
- 15.1.2 Is-Sindku Dean Hili ppropona li l-Kunsill jaċċetta l-apologija tal-Viċi Sindku Raymond Lanzon u Kunsillier Evelyn Vella Brincat.
- 15.1.3 Il-Kunsillier Mark Causon issekonda.
- 15.1.4 Il-Kunsill qabel unanimament.

### **15.2 Kunsiderazzjoni u Approvazzjoni tal-Minuti 13/2017.**

- 15.2.1 Is-Sindku Dean Hili ppropona l-approvazzjoni tal-Minuti referenza 13/K7/2017 kif ippreżentati.
- 15.2.2 Il-Kunsillier Charles Cesare issekonda.
- 15.2.3 Il-Kunsill qabel unanimament.

### **15.3 Kunsiderazzjoni u Approvazzjoni tal-Minuti 14/2017 (Laqqha tal-lokalita').**

- 15.3.1 Is-Sindku Dean Hili ppropona l-approvazzjoni tal-Minuti referenza 14/K7/2017 kif ippreżentati.
- 15.3.2 Il-Kunsillier Charles Cesare issekonda.
- 15.3.3 Il-Kunsill qabel unanimament.

### **15.4 Tweġibiet għall-Mistoqsijiet tal-Kunsillieri.**

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

### **15.5 Komunikazzjoni mis-Sindku.**

- 15.5.1 Is-Sindku Dean Hili ippropona li l-Kunsill jilqa' t-talba tal-iskrivana Alison Grixti u Kirsty Rizzo biex numru ta' sigħat ta' vacation leave skond il-parametri tal-ftehim kollettiv, jiġġeddu għas-sena 2018. **(Dok. 3 u 4)**
- 15.5.2 Il-Kunsillier Charles Cesare issekonda.
- 15.5.3 Il-Kunsill qabel unanimament.

**46/4097/17/I** Email mingħand Quicklets fejn staqsew x'manutenzjoni jkollha bżonn ir-roundabout ta' quddiem il-Kunsill sabiex jibdeu jisponsorjaw l-ispejjeż.

15.5.4 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4097/17/I** fejn ippropona li l-Kunsill japprova din it-talba u d-dettalji jinħarġu wara l'issir laqgħa magħhom u wara li jintalab parir tal-Perit tal-Kunsill dwar x'jista' jsir, inkluż il-possibilita' li tinbena ġiebja u tiżdied il-ħamrija. Il-kelliem ippropona wkoll li l-Kunsill għandu jikkontribwixxi għan-nefqa kapitali għal dan il-proġett.

15.5.5 Il-Kunsillier Mark Causon issekonda u żied li għandha titħawwel ċipressa wara l-bnadar quddiem il-Kunsill.

15.5.6 Il-Kunsill qabel unanimament.

**46/4100/17/I** Ittra mingħand Alison Grixti fejn talbet sabiex jinbada l-maternity leave mit-18 ta' Dicembru 2017.

15.5.7 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4100/17/I** fejn ippropona li l-Kunsill japprova din it-talba.

15.5.8 Il-Kunsillier Charles Cesare issekonda.

15.5.9 Il-Kunsill qabel unanimament.

**46/4178/17/I** Talba għall-kumpens ta' €90.00 mingħand is-sur Clayton Mangion għall-ħsara li sofra fil-vettura tiegħu minn ħofra żgħira li kien hemm fi Triq Suffolk eżatt wara s-sleeping police, quddiem St. Catherine High School.

15.5.10 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4178/17/I** fejn ippropona li din it-talba m'għandiex tiġi milqugħa minħabba l-fatt li l-ħofra indikata mhux tant li setgħet saret il-ħsara relatata apparti l-fatt ukoll li fejn kienet, sewwieq bilfors irid ikun għaddej bilmogħod minħabba li hemm sleeping police.

15.5.11 Il-Kunsillier Mark Causon issekonda.

15.5.12 Il-Kunsill qabel unanimament.

**46/4204/17/I** Proposta mingħand il-LESA biex issir diskussjoni edukattiva pubblika għar-residenti.

15.5.13 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4204/17/I** fejn ippropona li din il-laqgħa għandha ssir fi Frar 2018 u d-data għandha tiġi ffissata bi ftehim mal-LESA.

15.5.14 Il-Kunsillier Charles Cesare issekonda.

15.5.15 Il-Kunsill qabel unanimament.

**46/4211/17/I** Kopja ta' sentenza tal-Qorti Vladyslava Kravchenko kontra Kunsill Lokali San Pawl il-Baħar u oħrajn, vis-a-vis ir-responsabbiltajiet ta' meta jsiru attivitajiet fil-lokal jew bil-koperazzjoni tal-Kunsilli Lokali.

15.5.16 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4211/17/I** fejn ippropona l'issir laqgħa mal-Avukat tal-Kunsill li ser jibda b'effett minn Jannar 2018 sabiex jiġi mfassal dokument li f'każijiet simili l-Kunsill ikun eżonorat minn kull tip ta' responsabbilità. L'istess dokument għandu jkun japplika ukoll għal kull tip ta' permess li joħroġ il-Kunsill inkluż krejnijiet, skips, high-up's ect

15.5.17 Il-Kunsillier Charles Cesare issekonda.

15.5.18 Il-Kunsill qabel unanimament.

**46/4231/17/I** Fattura mingħand l-ECAD għas-sena 2018 bl-ammont ta' €300.00

15.5.19 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4231/17/I** fejn ippropona li ladarba l-Kunsill m'għadux jipparteċipa fl-inzjattivi ta' din l-organizzazzjoni, il-Kunsill m'għandux ikompli bit-tiġdid tal-membership.

15.5.20 Il-Kunsillier Mark Causon issekonda.

15.5.21 Il-Kunsill qabel unanimament.

**46/4238/17/I** Email mingħand Dimbros Limited b'kopja tal-Performance Bond datata 4 ta' Diċembru 2017.

15.5.22 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4238/17/I** fejn ippropona li l-pożizzjoni tal-Kunsill tiġi riaffermata kif approvat fil-laqgħa preċedenti, jiġifieri li t-tender jiġi kkanċellat.

15.5.23 Il-Kunsillier Mark Causon issekonda.

15.5.24 Il-Kunsill qabel unanimament.

**46/4251/17/I** Email mingħand St. Michael School fejn qed jistaqsu lill-Kunsill huwiex possibli li l-iskart tar-riċiklaġġ ipogguh fi skip minn tagħhom u din titbattal mill-kuntrattur tal-Kunsill nhar ta' Tlieta minflok ma joqgħod jiġbor borża borża, peress li ser jibda jkollhom ammont sostanzjali.

15.5.25 Is-Sindku Dean Hili għamel referenza għall-korrispondenza **46/4251/17/I** fejn ippropona li l-Kunsill jilqa' din it-talba.

15.5.26 Il-Kunsillier Mark Causon issekonda.

15.5.27 Il-Kunsill qabel unanimament.

## **15.6 Rapporti, ilmenti u ordnijiet ta' xogħlijiet.**

15.6.1 Is-Segretarju Eżekuttiv Kevin Borg ippreżenta lill-Kunsill:

- **Internal Memo 44/2017** - Lista ta' laqgħat li saru bejn laqgħa referenza 12/K7/17 u 15/K7/17. (**Dok. 5**)
- **Internal Memo 45/2017** - Lista ta' works orders maħruġa bejn laqgħa referenza 12/K7/17 u 15/K7/17. (**Dok. 6**)

- 15.6.2 Is-Sindku Dean Hili għamel referenza għall-**Internal Memo 45/2017** dwar works orders maħruġa bejn laqgħa u oħra, fejn ippropona r-ratifikazzjoni tagħhom, liema works orders inħarġu skond l-esiġenzi li kellu l-Kunsill.
- 15.6.3 Il-Kunsillier Mark Causon issekonda.
- 15.6.4 Il-Kunsill qabel unanimament.

## **15.7 Performance Bonus lill-amministrazzjoni għas-sena 2017.**

- 15.7.1 Is-Sindku Dean Hili ippreżenta r-rapport tal-Performance Bonus tas-Segretarju Eżekuttiv Kevin Borg u l-iskrivana Alison Grixti u Kirsty Rizzo (**Dok. 7, 8 u 9**) għas-sena 2017, fejn ippropona li kollha għandhom jingħataw il-massimu jiġifieri s-Segretarju Eżekuttiv Kevin Borg 10% filwaqt li Alison Grixti u Kirsty Rizzo 6% rispettivament.
- 15.7.2 Il-Kunsillier Charles Cesare issekonda.
- 15.7.3 Il-Kunsill qabel unanimament.
- 15.7.4 Is-Segretarju Eżekuttiv Kevin Borg irringrazzja lill-membri tal-Kunsill għan-nom tiegħu u għan-nom tal-iskrivana.

## **15.8 Approvazzjoni tal-Estimi Finanzjarja għas-sena 2018.**

- 15.8.1 Is-Sindku Dean Hili ippropona l-approvazzjoni tal-Estimi Finanzjarji għas-sena 2018 kif ippreżentat fil-laqgħa tal-Lokalita'. (**Dok. 10**)
- 15.8.2 Il-Kunsillier Charles Cesare issekonda.
- 15.8.3 Il-Kunsill qabel unanimament.

## **15.9 Approvazzjoni tal-Pjan ta' Ħidma għas-snin 2018-2020.**

- 15.9.1 Is-Sindku Dean Hili ippropona l-approvazzjoni tal-Pjan ta' Ħidma għas-snin 2018-2020. (**Dok. 11**)
- 15.9.2 Il-Kunsillier Charles Cesare issekonda.
- 15.9.3 Il-Kunsill qabel unanimament.

## **15.10 Kunsiderazzjoni u Approvazzjoni tal-iskeda ta' pagamenti.**

- 15.10.1 Is-Sindku Dean Hili ppreżenta l-iskeda tad-dħul u ħruġ. (**Dok. 12, 13 u 14**)
- 15.10.2 Wara li l-Kunsilliera raw u skrutinaw il-kontijiet ippreżentati, is-Sindku Dean Hili ppropona l-approvazzjoni tal-kontijiet kollha kif ippreżentata.
- 15.10.3 Il-Kunsillier Mark Causon issekonda.
- 15.10.4 Il-Kunsill qabel unanimament.

## **15.11 Mozzjonijiet.**

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

## **15.12 Tmiem tal-Laqqgħa u data tas-seduta li jmiss.**

- 15.12.1 Il-laqqgħa ntemmet fil-5.00pm u ġiet aġġornata għat-23 ta' Jannar 2018 fil-5:30pm.

Konfermati, illum 23 ta' Jannar, 2018

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

**IFFIRMATA**  
Kevin Borg  
**Segretarju Eżekuttiv**

**Pembroke Local Council at Local Councils**

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Rock 1

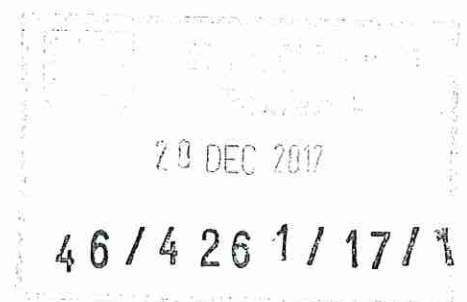
**From:** Lanzon Raymond at Local Councils  
**Sent:** It-Tlieta, 19 ta' Diċembru 2017 17:53  
**To:** Borg Kevin at Local Councils  
**Cc:** deahili@gmail.com  
**Subject:** Laqgħa tal-Kunsill 19/12/2017

Kevin,

Nitlob li nkun skuzat mil-kunsill għal-laqgħa tal-lum.

Dejjem tiegħek

Ray



Book 2

## Pembroke Local Council at Local Councils

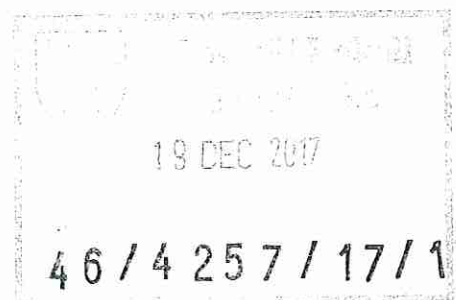
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**From:** Evelyn Vella Brincat <evelynvellabrincat@gmail.com>  
**Sent:** It-Tlieta, 19 ta' Diċembru 2017 14:39  
**To:** Pembroke Local Council at Local Councils  
**Subject:** today's meeting

Kevin,

Please excuse me from today's meeting as I am not too well and need to rest.

Thank you  
Evelyn





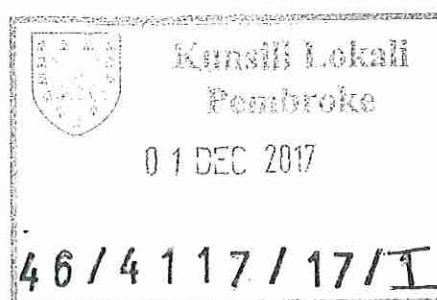
1 ta' Diċembru 2017

**Att: Lis-Segretarju Eżekuttiv Kevin Borg**

Permezz ta' din l-ittra qed nitlob nitrasferixxi bilanċ tal-leave mis-sena 2017 għas-sena 2018 skont kif stipulat fil-ftehim kollettiv.

Grazzi bil-quddiem.

  
Alison Grixti



80k4

1 ta' Dicembru 2017

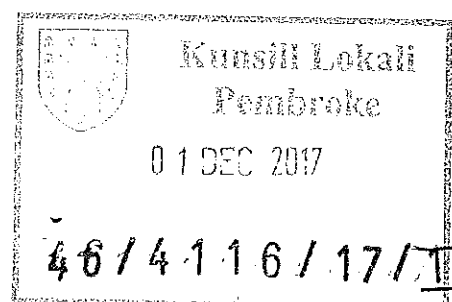
**Att: Lis-Segretarju Eżekuttiv Kevin Borg**

Permezz ta' din l-ittra qed nitlob nitrasferixxi bilanċ tal-leave mis-sena 2017 għas-sena 2018 skont kif stipulat fil-ftehim kollettiv.

Grazzi bil-quddiem.

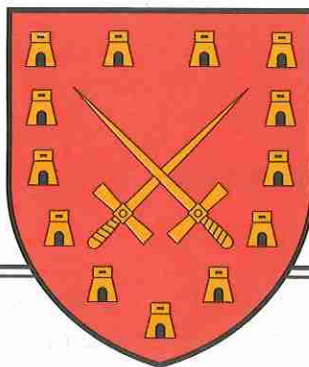


Kirsty Rizzo



**Kunsill Lokali Pembroke**

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Internal Memo Referenza 44/2017

19 ta' Dicembru 2017

**Laqgħat li saru bejn il-Laqgħa 12/K7/17 u 15/K7/17**

Data	Suggett	Post	Min attenda
28/11/2017	Laqgħa tal-Kunsill numru 12/K7/2017	Kunsill Lokali Pembroke	Dean Hili Ray Lanzon Evelyn Vella Brincat Mark Causon Charles Cesare Kevin Borg
29/11/2017	Laqgħa mal-Periti ta' Transport Malta dwar il-hsarat fi Triq il-Professur Walter Ganado u l-vicinanza	Triq il-Professur Walter Ganado	Kevin Borg
29/11/2017	Seduta ta' PA/04619/17 32, Sweethaven, Triq Il-Professur Joseph E Debono	Planning Authority	Dean Hili Kevin Borg
29/11/2017	Tahrig għas-Segretarji mid-DLG dwar il-Process ta' Akkwist	Smart City	Kevin Borg
30/11/2017	Tahrika ta' xhud - Pulizija kontra Wallace Fino re Periklu madwar is-sit Australia Hall	Qorti	Dean Hili Kevin Borg

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

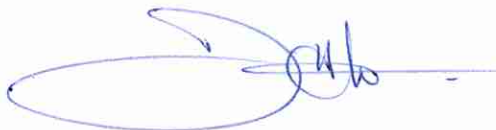
01/12/2017	YWCA/YMCA Pembroke Grove 01/12/17	Triq Burma	Kevin Borg
01/12/2017	Invit minghand il-BMX għall-press conference rigward attività Internazzjonali	BMX	Kevin Borg
01/12/2017	Laqgħa bejn il-Periti u l-Ells Urban Services dwar Triq il-Mediterran	Kunsill Lokali Pembroke	Kevin Borg
04/12/2017	Site Meeting mal-Housing fuq ix-xogħlijiet ta' bejn Blk A5 sa A11	Triq Pietru D'Armenia	Kevin Borg
05/12/2017	Invit għall-laqgħa ta' informazzjoni għall-kunsilli minghand l-EDIC b'kollaborazzjoni mal-AKL dwar il-fondi tal-UE.	Sala ta' l-AKL, Marsa	Kevin Borg
05/12/2017	Sessjoni ta' taħrig rigward is-Sit Elettroniku ta' l-Awtorita' ta' l-Ippjanar	Sala ta' l-AKL, Marsa	Kevin Borg
05/12/2017	Laqgħa tar-Regjun u ffirmar tal-cooperation agreement	Regjun Tramuntana	Dean Hili Kevin Borg
06/12/2017	Tahrig għas-Segretarji mid-DLG dwar il-Process ta' Akkwist	Smart City	Kevin Borg
07/12/2017	Stedina għas-Sindku mill-Iskola Sekondarja ta' Pembroke għall-Għoti tal-Premijiet	Skola Sekondarja	Dean Hili Kevin Borg
11/12/2017	Appell PA/02768/17 - Avalon, 48, Triq Il-Fortizza, Pembroke	Planning Authority	Kevin Borg
11/12/2017	Tahrika ta' xhud – Kunsill Lokali Pembroke vs Elmo Insurance	Qorti	Dean Hili Kevin Borg

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

14/12/2017	Appell PAB/00445/17 - Cadeau, Triq Dun Amabile Sisner	Planning Authority	Kevin Borg
14/12/2017	Laqgħa tal-Kunsill numru 13/K7/2017	Kunsill Lokali Pembroke	Dean Hili Ray Lanzon Evelyn Vella Brincat Mark Causon Charles Cesare Kevin Borg
14/12/2017	Laqgħa tal-Lokalita numru 14/K7/2017	Kunsill Lokali Pembroke	Dean Hili Ray Lanzon Evelyn Vella Brincat Mark Causon Charles Cesare Kevin Borg
15/12/2017 – 16/12/2017	Laqgħa tas-Sindki	Grand Hotel, Gozo	Dean Hili Ray Lanzon Evelyn Vella Brincat
18/12/2017	Attivita tal-Milied għall-anzjani	Knisja Parrocjali	Dean Hili Ray Lanzon Mark Causon Charles Cesare Kevin Borg



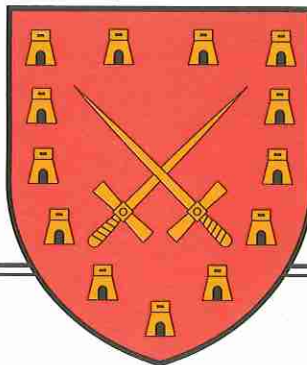
Kevin Borg  
Segretarju Eżekuttiv



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

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





Internal Memo Referenza 45/2017

18 ta' Diċembru 2017

**Lista ta' works orders li jinhtieg li jiġu ratifikata  
bejn il-Laqqgħa 12/K7/17 u 15/K7/17**

Referenza	Kuntrattur	Xogħol ordnat
225	2017	ID Malta
231	2017	Mica Med
232	2017	Corner Stone
233	2017	B. Grima and Sons
234	2017	B. Grima and Sons
235	2017	Mica med
236	2017	J&K Contractors
240	2017	Pembroke Self Service

  
Kevin Borg  
Segretarju Eżekuttiv

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

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

## PERFORMANCE BONUS APPRAISAL

Isem	Kevin Borg	Kariga	Segretarju Eżekuttiv
Perjodu tal-Evaluazzjoni	Jannar sa Diċembru 2017		
Żmien tal-Kariga	Sa minn Settembru 1997		
Kunsill Lokali	Pembroke		

**PERFORMANCE B'MOD ĠENERALI :**

[ Din it-Taqsima għandha sservi biex **Segretarju Eżekuttiv** ikun jaf kif kienet il-*performance* tiegħu b'mod ġenerali]

Għażel il-kaxxa li taħseb li l-aktar tirrifletti, b'mod ġenerali, il-*performance* tas-**Segretarju Eżekuttiv** meta mqabbla ma' dak li hu mistenni minnhu. Tista' tiġġudika billi tevalwa: kemm sar tajjeb ix-xogħol fdat lis-**Segretarju Eżekuttiv**; b'liema mod gie mwettaq dan ix-xogħol; kemm ix-xogħol kien impenjattiv; u x'riżultati oħra ġew milħuqa minbarra dan ix-xogħol.

L-evalwazzjoni tinkludi tliet skali li juru li x-xogħol hu ta' livell aċċettabbli u skala waħda li turi li x-xogħol magħmul mhux ta' livell aċċettabbli, skond il-kriterji li ġejjin :

<b>Livell li jeċċedi dak mistenni</b>	Ix-xogħol imwettaq jeċċedi b'mod konsistenti u sinifikanti l-oġettivi jew dak li kien mitlub minnu.	<input checked="checked" type="checkbox"/>
<b>Livell rakkomandabbli</b>	Ix-xogħol imwettaq b'mod konsistenti laħaq fil-maġġor parti tiegħu l-oġettivi jew dak li kien mitlub minnu. F'ċerti każi, ir-riżultat jista' ikun eċċeda dak li kien mitlub, filwaqt li f'każi oħra jista' ma jkunx intlaħaq kif mitlub; madanakollu, b'mod ġenerali, ix-xogħol imwettaq laħaq l-oġettivi jew dak li kien mitlub.	<input type="checkbox"/>

2.

**Hidma  
Sodisfaċenti**

B'mod ġenerali, ix-xogħol imwettaq ta' sikwiet laħaq uħud mill-oġettivi jew dak li kien mitlub. Bi ftit titjib f'ċerti oqsma tal-pjan ta' ħidma, ix-xogħol imwettaq jista' jittqies bħala sodisfaċenti.

☐

**Livell ta' xogħol  
imwettaq mhux  
aċċettabbli**

Ix-xogħol imwettaq b'mod konsistenti ma laħaqx l-oġettivi jew dak li kien mitlub. Jekk ma jintweriex titjib fix-xogħol għandha tittiehed azzjoni biex is-sitwazzjoni tiġi rrimedjata.

☐

**PERFORMANCE BONUS APPROVAT :** .....<sup>10</sup>%

**B'RIŻOLUZZJONI TAL-KUNSILL F'LAQGHA LI SARET**

**NHAR**      **It-Tlieta 19 ta' Diċembru**      **tas-sena**      **2017**

**SINDKU** .....  
**Avv. Dean Hili**

**DATA** .....<sup>19/12/2017</sup>



### 3.

#### Miżuri li bihom titkejjel il-*Performance* :

[ Din it-Taqsimha għandha sservi sabiex turi fid-dettal kif **Segretarju Eżekuttiv** innexxielu jattwa xogħlu billi jiġu stabbiliti t-tajjeb u l-ħażin permezz ta' diversi metodi ta' kejl. Għal kull fattur għandu jintuża l-ispazju mmarkat "*Kummenti*", fejn jingħataw eżempji speċifiċi li huma l-aktar qrib lejn il-*performance* tas- **Segretarju Eżekuttiv**, li jagħtu stampa ċara tal-miżuri dwar l-effettività u dawk il-fatturi l-oħra li jinfluwenzaw il-*performance*. ]

#### MIŻURI TA' KEJL U SPJEGAZZJONIJIET

#### KUMMENTI

##### 1. Volum ta' Xogħol:

Volum ta' xogħol li twettaq kif komparat ma' dak mitlub.

Għoli

##### 2. Kwalita' ta' Xogħol:

Preċiżjoni u xogħol kif prezentat.

Għoli

##### 3. Għarfien tax-Xogħol Assenjat:

Kemm wieħed jaf il-proċeduri, l-apparat u l-metodi, ir-responsabbiltajiet u d-diversi doveri tal-kariga.

Għoli

##### 4. Affidabilità:

Sa fejn wieħed jista' jafdaħ biex iwettaq ix-xogħol assenjat lilu u dan fi żmien stipulat. Għati l-kummenti wkoll dwar *attendenza* u *puntwalita'*.

Għoli

##### 5. Innovazzjoni:

Kemm is-Segretarju Eżekuttiv kontinwament jeżamina metodi u *policies* u jagħmel sugġerimenti għal titjib.

Għoli

4.

**6. Staff Development:**

Kemm tintwera' konsiderazzjoni lejn *staff* ta' tahtu; kemm isir pjanar dwar xogħol ta' *staff* ta' tahtu, kif ukoll *monitoring*, evalwazzjoni u żvilupp tagħhom.

**Għoli**

**7. Kommunikazzjoni:**

Kapaċita' sabiex jikkomunika informazzjoni kemm bil-fomm kif ukoll bil-miktub.

**Għoli**

**8. Teamwork:**

X'relazzjoni teżisti mal-kollegi tax-xogħol u persuni oħra fuq xogħol relatat mal-Kunsill.

**Għoli**

**Evalwazzjoni fil-qosor dwar kemm l-impjegat hu effettiv fuq xogħlu:**

<b>Miżura ta' Performance</b>	<b>Għoli</b>	<b>Medju</b>	<b>Sodisfaċenti</b>	<b>Mhux Aċċettabbli</b>
1. Volum ta' Xogħol	✓			
2. Kwalita' tax-Xogħol	✓			
3. Għarfien tax-Xogħol	✓			
4. Affidabilita'	✓			
5. Innovazzjoni	✓			
6. <i>Staff Development</i>	✓			
7. Kommunikazzjoni	✓			
8. <i>Teamwork</i>	✓			

## 5.

**Marka Globali** [Għamel x fejn japplika] :

Jeċċedi dak mistenni minnu

Livell Rakkomandabbli

*Performance* Sodisfaċenti

Livell mhux aċċettabbli

<input checked="checked" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

### **Kummenti ġenerali mis-Sindku:**

Bhas-snin ta' Qabel, Is-Sur Kevin Borg serva bhala asset ghal Kunsill u ghen sabiex il-Kunsill jaghti servizz bil-wisq sodisfaċenti.

Is-Sur Borg kien strumentali biex gew attwati l-pjanijiet tal-Kunsill u s-snin ta' esperjenza li ghandu fix-xoghol tal-Kunsill kienu essenzjali biex tmexxew il-quddiem progetti kbar li dan il-Kunsill hadem fuqhom din is-sena u kkoordinata x-xoghol bl-akbar effiċjenza.

L-esperjenza tieghu u l-pariri siewi li ghadha lil Kunsill kienu tassew apprezzati minn dan il-Kunsill li hadem b'successi ghal sena ohra. Is-sur Borg ha interess kbir ukoll f'dak li kellu x'jaqsam mal-attivitajiet li minn zmien ghal zmien jorganizza l-Kunsill u x-xoghol tieghu kien altru milli sodisfaċenti.

6.

**Pjan għal titjib fix-xogħol :**

[ Din it-Taqsima hi maħsuba sabiex jiġi formulat pjan biex titjeb dak is-settur li hemm bżonn ta' titjib fih. ]

**Fattur ta' *Performance***

**Rakkomandazzjoni kif jista' jiġi mtejjeb il-livell tax-xogħol tas-Segretarju Eżekuttiv.**

**Kummenti tas-Segretarju Eżekuttiv:**

L-evalwazzjoni t'hawn fuq giet moqrija u diskussa mas-**Segretarju Eżekuttiv**.



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



**Segretarju Eżekuttiv**  
**Kevin Borg**

19/12/2014

**Data**

bok 8

## PERFORMANCE BONUS APPRAISAL

Isem	<b>Alison Grixti</b>	Kariga	<b>Ass. Uffiċjal Prinċipali</b>
Perjodu tal-Evaluazzjoni	<b>Jannar sa Diċembru 2017</b>		
Żmien tal-Kariga	<b>Sa minn Marzu 2011</b>		
Kunsill Lokali	<b>Pembroke</b>		

### **PERFORMANCE B'MOD ĠENERALI :**

[ Din it-Taqsima għandha sservi biex **I-Impjegata** tkun jaf kif kienet il-*performance* tagħha b'mod ġenerali]

Għażel il-kaxxa li taħseb li l-aktar tirrifletti, b'mod ġenerali, il-*performance* ta' **I-Impjegata** meta mqabbla ma' dak li hu mistenni minnha. Tista' tiġġudika billi tevalwa: kemm sar tajjeb ix-xogħol fdat lil **Impjegata**; b'liema mod ġie mwettaq dan ix-xogħol; kemm ix-xogħol kien impenjattiv; u x'riżultati oħra ġew milfuqa minbarra dan ix-xogħol.

L-evalwazzjoni tinkludi tliet skali li juru li x-xogħol hu ta' livell aċċettabbli u skala waħda li turi li x-xogħol magħmul mhux ta' livell aċċettabbli, skond il-kriterji li ġejjin :

**Livell li jeċċedi  
dak mistenni**

Ix-xogħol imwettaq jeċċedi b'mod konsistenti u sinifikanti l-oġettivi jew dak li kien mitlub minnu.

☐

**Livell  
rakkomandabbli**

Ix-xogħol imwettaq b'mod konsistenti laħaq fil-maġġor parti tiegħu l-oġettivi jew dak li kien mitlub minnu. F'ċerti każi, ir-riżultat jista' ikun eċċeda dak li kien mitlub, filwaqt li f'każi oħra jista' ma jkunx intlaħaq kif mitlub; madanakollu, b'mod ġenerali, ix-xogħol imwettaq laħaq l-oġettivi jew dak li kien mitlub.

☐

2.

**Ħidma  
Sodisfaċenti**

B'mod ġenerali, ix-xogħol imwettaq ta' sikwiet laħaq uħud mill-oġġettivi jew dak li kien mitlub. Bi ftit titjib f'ċerti oqsma tal-pjan ta' ħidma, ix-xogħol imwettaq jista' jittqies b'ħala sodisfaċenti.

☐

**Livell ta' xogħol  
imwettaq mhux  
aċċettabbli**

Ix-xogħol imwettaq b'mod konsistenti ma laħaqx l-oġġettivi jew dak li kien mitlub. Jekk ma jintweriex titjib fix-xogħol għandha tittieħed azzjoni biex is-sitwazzjoni tiġi rrimedjata.

☐

**PERFORMANCE BONUS APPROVAT :** .....<sup>6</sup>.....%

**B'RIŻOLUZZJONI TAL-KUNSILL F'LAQGHA LI SARET**

**NHAR**            **It-Tlieta 19 ta' Diċembru**    **tas-sena**            **2017**

**SINDKU** .....  
**Avv. Dean Hili**

**DATA** .....<sup>19/12/2017</sup>.....

### 3.

#### **Miżuri li bihom titkejjel il-*Performance* :**

[ Din it-Taqsimha għandha sservi sabiex turi fid-dettal kif **I-Impjegata** irnexxiela tattwa xogħlha billi jiġu stabbiliti t-tajjeb u l-ħażin permezz ta' diversi metodi ta' kejl. Għal kull fattur għandu jintuża l-isparju mmarkat "*Kummenti*", fejn jingħataw eżempji speċifiċi li huma l-aktar qrib lejn il-*performance* ta' **I-Impjegata**, li jagħtu stampa ċara tal-miżuri dwar l-*effettività* u dawk il-fatturi l-oħra li jinfluwenzaw il-*performance*. ]

#### **MIŻURI TA' KEJL U SPJEGAZZJONIJIET**

#### **KUMMENTI**

##### **1. Volum ta' Xogħol:**

Volum ta' xogħol li twettaq kif komparat ma' dak mitlub.

**Tajjeb ħafna**

##### **2. Kwalita' ta' Xogħol:**

Preċiżjoni u xogħol kif preżentat.

**Tajjeb ħafna**

##### **3. Għarfien tax-Xogħol Assenjat:**

Kemm wieħed jaf il-proċeduri, l-apparat u l-metodi, ir-responsabbiltajiet u d-diversi doveri tal-kariga.

**Tajjeb ħafna**

##### **4. Affidabilità:**

Sa fejn wieħed jista' jafdaħ biex iwettaq ix-xogħol assenjat lilu u dan fi żmien stipulat. Għati l-kummenti wkoll dwar *attendenza* u *puntwalità*.

**Tajjeb ħafna**

##### **5. Innovazzjoni:**

Kemm is-Segretarju Eżekuttiv kontinwament jeżamina metodi u *policies* u jagħmel suġġerimenti għal titjib.

**Tajjeb**

4.

**6. Staff Development:**

Kemm tintwera' konsiderazzjoni lejn *staff* ta' tahtu; kemm isir pjanar dwar xogħol ta' *staff* ta' tahtu, kif ukoll *monitoring*, evalwazzjoni u żvilupp tagħhom.

**Mhux applikabbli**

**7. Kommunikazzjoni:**

Kapaċita' sabiex jikkomunika informazzjoni kemm bil-fomm kif ukoll bil-miktub.

**Tajjeb ħafna**

**8. Teamwork:**

X'relazzjoni teżisti mal-kollegi tax-xogħol u persuni oħra fuq xogħol relatat mal-Kunsill.

**Tajjeb ħafna**

**Evalwazzjoni fil-qosor dwar kemm l-impjegat hu effettiv fuq xogħlu:**

<b>Miżura ta' Performance</b>	<b>Gholi</b>	<b>Medju</b>	<b>Sodisfaċenti</b>	<b>Mhux Aċċettabbli</b>
1. Volum ta' Xogħol	✓			
2. Kwalita' tax-Xogħol	✓			
3. Għarfien tax-Xogħol	✓			
4. Affidabilità	✓			
5. Innovazzjoni		✓		
6. <i>Staff Development</i>			Mhux applikabbli	
7. Kommunikazzjoni	✓			
8. <i>Teamwork</i>	✓			



5.

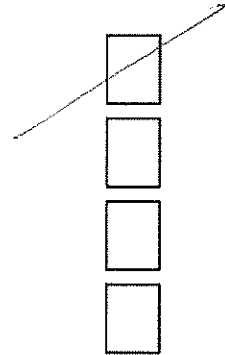
**Marka Globali** [Għamel x fejn japplika] :

Jeċċedi dak mistenni minnu

Livell Rakkomandabbli

*Performance* Sodisfaċenti

Livell mhux aċċettabbli



**Kummenti ġenerali mis-Segretarju Eżekuttiv:**

Il-livell għoli tas-sena li għaddiet inżamm b'mod kostanti, għalkemm dejjem ikun għad hemm lok t'aktar titjib, speċjalment fl-użu ta' l-informatika.

Il-pożizzjoni tiegħek, kif diġa indikat is-sena li għaddiet, titlob li tintrefa' aktar responsabbilita' u li tiegħu aktar responsabbilita' dwar ix-xogħol li jkun qed isir, aktar issa li qed tokkupa skala għola.

Tibżax tiegħu deċiżjonijiet meta jkunu fil-livell tax-xogħol tiegħek speċjalment meta s-Segretarju Eżekuttiv ma jkunx preżenti u jkun diġa ta direzzjoni. Trid tkun aktar assertiva.

Xi drabi jkun hemm bżonn li titieñed f'tit aktar inizjattiva kif ukoll tintrefa' responsabbilita' fejn ikun hemm bżonn.

Kuntent bit-team work li hemm, fejn hawn ukoll kien hemm titjib.

6.

**Pjan għal titjib fix-xogħol :**

[ Din it-Taqsima hi maħsuba sabiex jiġi formulat pjan biex titjieb dak is-settur li hemm bżonn ta' titjib fih. ]

**Fattur ta' *Performance***

**Rakkomandazzjoni kif jista' jiġi mtejjeb il-livell tax-xogħol ta' l-Impjegata.**

**Aktar kuraġġ biex tiegħu deċiżjoni u mhux tibqa' lura, il-pożizzjoni tiegħek titlob dan, u dan huwa dak mistenni minnekk.**


**Kummenti ta' l-Impjegata:**



**L-evalwazzjoni t'hawn fuq giet moqrija u diskussa ma' l-Impjegata.**



**Segretarju Eżekuttiv  
Kevin Borg**



**Impjegata  
Alison Grixti**

19/12/2014

**Data**

## PERFORMANCE BONUS APPRAISAL

Isem	<b>Kirsty Rizzo</b>	Kariga	<b>Uffiċjal Eżekuttiv</b>
Perjodu tal-Evaluazzjoni	<b>Jannar sa Diċembru 2017</b>		
Żmien tal-Kariga	<b>Sa minn Lulju 2008</b>		
Kunsill Lokali	<b>Pembroke</b>		

### PERFORMANCE B'MOD ĠENERALI :

[ Din it-Taqsima għandha sservi biex **I-Impjegata** tkun jaf kif kienet il-*performance* tagħha b'mod ġenerali]

Għażel il-kaxxa li taħseb li l-aktar tirrifletti, b'mod ġenerali, il-*performance* ta' **I-Impjegata** meta mqabbla ma' dak li hu mistenni minnha. Tista' tiġġudika billi tevalwa: kemm sar tajjeb ix-xogħol fdat lil **Impjegata**; b'liema mod ġie mwettaq dan ix-xogħol; kemm ix-xogħol kien impenjattiv; u x'riżultati oħra ġew milħuqa minbarra dan ix-xogħol.

L-evalwazzjoni tinkludi tliet skali li juru li x-xogħol hu ta' livell aċċettabbli u skala waħda li turi li x-xogħol magħmul mhux ta' livell aċċettabbli, skond il-kriterji li ġejjin :

**Livell li jeċċedi  
dak mistenni**

Ix-xogħol imwettaq jeċċedi b'mod konsistenti u sinifikanti l-oġettivi jew dak li kien mitlub minnu.

☒

**Livell  
rakkomandabbli**

Ix-xogħol imwettaq b'mod konsistenti laħaq fil-maġġor parti tiegħu l-oġettivi jew dak li kien mitlub minnu. F'ċerti każi, ir-riżultat jista' ikun eċċeda dak li kien mitlub, filwaqt li f'każi oħra jista' ma jkunx intlaħaq kif mitlub; madanakollu, b'mod ġenerali, ix-xogħol imwettaq laħaq l-oġettivi jew dak li kien mitlub.

☐

2.

**Hidma  
Sodisfaċenti**

B'mod ġenerali, ix-xogħol imwettaq ta' sikwiet laħaq uħud mill-oġġettivi jew dak li kien mitlub. Bi ftit titjib f'ċerti oqsma tal-pjan ta' ħidma, ix-xogħol imwettaq jista' jitqies bħala sodisfaċenti.

☐

**Livell ta' xogħol  
imwettaq mhux  
aċċettabbli**

Ix-xogħol imwettaq b'mod konsistenti ma laħaqx l-oġġettivi jew dak li kien mitlub. Jekk ma jintweriex titjib fix-xogħol għandha tittieħed azzjoni biex is-sitwazzjoni tigi rrimedjata.

☐

**PERFORMANCE BONUS APPROVAT :** .....<sup>6</sup>.....%

**B'RIŻOLUZZJONI TAL-KUNSILL F'LAQGHA LI SARET**

**NHAR**            **It-Tlieta 19 ta' Diċembru**    **tas-sena**            **2017**

**SINDKU** .....  
**Avv. Dean Hili**

**DATA** .....<sup>19/12/2017</sup>.....

### 3.

#### **Miżuri li bihom titkejjel il-*Performance* :**

[ Din it-Taqsima għandha sservi sabiex turi fid-dettal kif **I-Impjegata** irnexxiela tattwa xogħlha billi jiġu stabbiliti t-tajjeb u l-ħażin permezz ta' diversi metodi ta' kejl. Għal kull fattur għandu jintuża l-ispazju mmarkat "*Kummenti*", fejn jingħataw eżempji speċifiċi li huma l-aktar qrib lejn il-*performance* ta' **I-Impjegata**, li jagħtu stampa ċara tal-miżuri dwar l-effettività u dawk il-fatturi l-oħra li jinfluwenzaw il-*performance*. ]

#### **MIŻURI TA' KEJL U SPJEGAZZJONIJIET**

#### **KUMMENTI**

##### **1. Volum ta' Xogħol:**

Volum ta' xogħol li twettaq kif komparat ma' dak mitlub.

**Tajjeb ħafna**

##### **2. Kwalita' ta' Xogħol:**

Preciżjoni u xogħol kif preżentat.

**Tajjeb**

##### **3. Għarfien tax-Xogħol Assenjat:**

Kemm wieħed jaf il-proċeduri, l-apparat u l-metodi, ir-responsabbiltajiet u d-diversi doveri tal-kariga.

**Tajjeb ħafna**

##### **4. Affidabilità':**

Sa fejn wieħed jista' jafdañ biex iwettaq ix-xogħol assenjat lilu u dan fi żmien stipulat. Għati l-kummenti wkoll dwar *attendenza* u *puntwalita'*.

**Tajjeb ħafna**

##### **5. Innovazzjoni:**

Kemm is-Segretarju Eżekuttiv kontinwament jeżamina metodi u *policies* u jagħmel sugġerimenti għal titjib.

**Tajjeb**

4.

**6. Staff Development:**

Kemm tintwera' konsiderazzjoni lejn *staff* ta' tahtu; kemm isir pjanar dwar xogħol ta' *staff* ta' tahtu, kif ukoll *monitoring*, evalwazzjoni u żvilupp tagħhom.

**Mhux applikabbli**

**7. Komunikazzjoni:**

Kapaċita' sabiex jikkomunika informazzjoni kemm bil-fomm kif ukoll bil-miktub.

**Tajjeb hafna**

**8. Teamwork:**

X'relazzjoni teżisti mal-kollegi tax-xogħol u persuni oħra fuq xogħol relatat mal-Kunsill.

**Tajjeb hafna**

**Evalwazzjoni fil-qosor dwar kemm l-impjegat hu effettiv fuq xogħlu:**

<b>Miżura ta' Performance</b>	<b>Gholi</b>	<b>Medju</b>	<b>Sodisfaċenti</b>	<b>Mhux Aċċettabbli</b>
1. Volum ta' Xogħol	✓			
2. Kwalita' tax-Xogħol		✓		
3. Għarfien tax-Xogħol	✓			
4. Affidabilita'	✓			
5. Innovazzjoni		✓		
6. <i>Staff Development</i>			Mhux applikabbli	
7. Komunikazzjoni	✓			
8. <i>Teamwork</i>	✓			

5.

**Marka Globali** [Għamel x fejn japplika] :

Jeċċedi dak mistenni minnu

Livell Rakkomandabbli

*Performance* Sodisfaċenti

Livell mhux aċċettabbli



**Kummenti ġenerali mis-Segretarju Eżekuttiv:**

Kien hemm titjib ġenerali fuq is-sena li għaddiet għalkemm għad hemm lok t'aktar titjib.

Bħas-sena li għaddiet hemm bżonn li jkun hemm titjib meta taħdem taħt pressjoni kif ukoll li jinżamm rendikont tax-xogħol li jkun sar kif ukoll rendikont ta' dak li jkun għad hemm pendent nkluz follow up t'azzjonijiet li jkunu qed jittieħdu. Importanti li jkun hemm aktar multi tasking.

Xi drabi jkun hemm bżonn li titieħed ftit aktar inizjattiva kif ukoll tintrefa' responsabbilita' fejn ikun hemm bżonn.

Kultant importanti li tipprova iżżomm follow up ta' dak li jkun għaddej.

Kuntent bit-team work li hemm, fejn hawn ukoll kien hemm titjib.

6.

**Pjan għal titjib fix-xogħol :**

[ Din it-Taqsima hi maħsuba sabiex jiġi formulat pjan biex titjib dak is-settur li hemm bżonn ta' titjib fih. ]

**Fattur ta' *Performance***

**Rakkomandazzjoni kif jista' jiġi mtejjeb il-livell tax-xogħol ta' l-Impjegata.**

**Kuraġġ li tiegħu aktar inizjattiva u anqas dipendenza dament li dak li jkun qed isir ikun fil-kompetenza tiegħek.**

**Ftit aktar inizjattiva fuq follow ups t'affaijiet pendenti minn żmien għal żmien**

**kummenti ta' l-Impjegata:**

**L-evalwazzjoni t'hawn fuq giet moqrija u diskussa ma' l-Impjegata.**

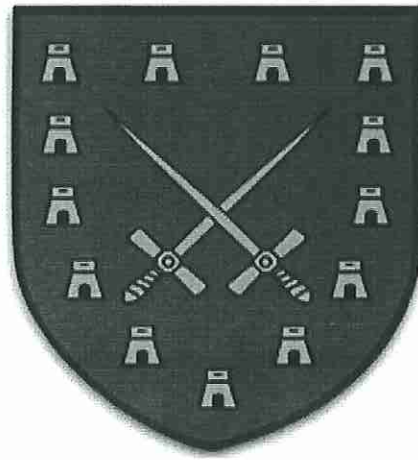
**Segretarju Eżekuttiv  
Kevin Borg**

**Impjegata  
Kirsty Rizzo**

**18/12/17**

**Data**





# **Pembroke Local Council**

**Annual Budget  
For  
Financial Year  
2018**

## Table of Contents

<b>Overview and Summary</b>	<i>Page 3</i>
<b>Budgeted Statement of Income and Expenditure</b>	<i>Page 4</i>
<b>Budgeted Statement of Affairs</b>	<i>Page 5</i>
<b>Cash Budget</b>	<i>Page 6</i>
<b>Detailed Estimates Of Income</b>	<i>Page 7</i>
<b>Detailed Estimates Of Expenditure</b>	<i>Page 8</i>
<b>Detailed Estimates Of Statement of Affairs</b>	<i>Page 10</i>
<b>Depreciation of Property, Plant and Equipment</b>	<i>Page 11</i>

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**Overview and Summary**

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**Income and Expenditure****Results for the Year 2017**

From the financial year ending 31<sup>st</sup> December 2017 bank balances are projected to end up with a positive balance of **€400,000**.

When Current Liabilities (Creditors and Accruals) and Inventory are taken into consideration, net available funds that can be spent will be in the region of **€337,990**. Of this amount there is €Nil which is already committed.

**Revenue for the Year 2018**

This year the Council will be allocated the sum of €433,663.00. It is also envisaged to have other income, mainly € 800.00 from libraries scheme, €3,060.00 from permits, €100.00 sponsors, €4,233.00 LES administrative commissions and €144.00 from bank interest, for an overall total of **€442,000.00**.

**Expenditure for the Year 2018**

The expenditure including payment of outstanding accounts is distributed on three key votes. These are: -

**Wages and Salaries**

The Council is employing the full complement and is therefore allocating **21.57%** of all expenditure ie **€95,346.00**.

**Operations and Maintenance**

This vote will have an allocation of **64.28%** for a total amount of **€284,098.00**.

**Administration and Other Expenditure**

This vote will have an allocation of **6.52%** for a total amount of **€28,825.00**.

**Depreciation**

This vote will have an allocation of **7.63%** for a total amount of **€33,731.00**.

**Capital Expenditure**

Up to now no allocation was allocated and if Capital projects are done, said funds will come from the retained funds.

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Executive Secretary

## Budgeted Statement of Income and Expenditure

## DESCRIPTION

BUDGET Jan-Dec 2017	FORECAST Jan-Dec 2017	BUDGET Jan-Dec 2018	VARIANCE Bud-Bud	VARIANCE Bud-Act
€	€	€	€	€

## Income

Funds received from Central Government (1)	420,855	420,256	434,463	13,608	14,207
Income raised from Bye-Laws (2)	3,600	3,547	3,060	(540)	(487)
Income raised from LES (3)	5,000	6,966	4,233	(767)	(2,733)
Investment Income (4)	150	152	144	(6)	(8)
Other Income (5)	100	1,347	100	-	(1,247)
<b>TOTAL</b>	<b>429,705</b>	<b>432,267</b>	<b>442,000</b>	<b>12,295</b>	<b>9,733</b>

## Expenditure

Personal Emoluments (6)	96,413	95,992	95,346	(1,067)	(646)
Operations and Maintenance (7)	273,281	257,073	284,098	10,817	27,025
Administration (8)	27,490	32,222	28,825	1,335	(3,398)
Finance Cost (9)	-	-	-	-	-
Other Expenditure (10)	32,521	50,412	33,731	1,210	(16,681)
<b>TOTAL</b>	<b>429,705</b>	<b>435,700</b>	<b>442,000</b>	<b>12,295</b>	<b>6,300</b>

## Surplus / Deficit

<b>0</b>	<b>(3,433)</b>	<b>0</b>	<b>(0)</b>	<b>3,433</b>
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**Budgeted Statement of Affairs**

DESCRIPTION	BUDGET as at 31 Dec 2017 €	FORECAST as at 31 Dec 2017 €	BUDGET as at 31 Dec 2018 €	VARIANCE Bud-Bud €	VARIANCE Bud-Act €
<b>Non-current Assets</b>					
Property, Plant and Equipment (16)	309,452	352,192	318,461	9,009	(33,731)
<b>Current Assets</b>					
Inventories (11)	1,800	1,700	1,700	(100)	-
Receivables (12)	7,700	4,500	5,000	(2,700)	500
Cash and Cash Equivalents (13)	399,037	400,000	433,731	34,694	33,731
<b>Total Current Assets</b>	<b>408,537</b>	<b>406,200</b>	<b>440,431</b>	<b>31,894</b>	<b>34,231</b>
<b>Current Liabilities (14)</b>					
Payables	50,000	68,210	72,876	22,876	4,666
Current portion of Long-Term Borrowings	-	-	-	-	-
<b>Total Current Liabilities</b>	<b>50,000</b>	<b>68,210</b>	<b>72,876</b>	<b>22,876</b>	<b>4,666</b>
<b>Net Current Assets</b>	<b>358,537</b>	<b>337,990</b>	<b>367,555</b>	<b>9,018</b>	<b>29,565</b>
<b>Non-current liabilities (15)</b>	<b>37,537</b>	<b>38,606</b>	<b>34,440</b>	<b>(3,097)</b>	<b>(4,166)</b>
<b>Net Assets</b>	<b>630,452</b>	<b>651,576</b>	<b>651,576</b>	<b>21,124</b>	<b>-</b>
<b>Reserves</b>					
Retained Funds	630,452	651,576	651,576	21,124	0

**Financial Situation Indicator**

DESCRIPTION	BUDGET as at 31 Dec 2017 €	FORECAST as at 31 Dec 2017 €	BUDGET as at 31 Dec 2018 €
Current Assets	408,537	406,200	440,431
Current Liabilities	50,000	68,210	72,876
Total Long Term Liabilities	37,537	38,606	34,440
Commitments approved by Ministry	-	-	-
	321,000	299,384	333,115
Government Allocation	420,855	420,256	434,463
FSI	76.27%	71.24%	76.67%

**Cash Budget**

DESCRIPTION	QTR 1	QTR 2	QTR 3	QTR 4	TOTAL
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	
	2018	2018	2018	2018	
	€	€	€	€	€
<b>Cash Inflows</b>					
Government cash inflows	108,616	108,616	108,616	108,616	434,463
Cash flows from Bye-Laws & L.N fees	765	765	765	765	3,060
Local Enforcement cash flows	1,058	1,058	1,058	1,058	4,233
<b>Finance cash flows</b>					
Loan Proceeds	-	-	-	-	-
Investment income	36	36	36	36	144
	36	36	36	36	144
<b>Capital cash flow</b>					
Proceeds from disposal of assets	-	-	-	-	-
	-	-	-	-	-
Cash received from EU funds	-	-	-	-	-
Cash received from Twinning	-	-	-	-	-
Cash from Community Services	-	-	-	-	-
Other Cash Inflows	-	100	-	-	100
<b>TOTAL Inflows</b>	<b>110,475</b>	<b>110,575</b>	<b>110,475</b>	<b>110,475</b>	<b>442,000</b>
<b>Cash Outflows</b>					
Personal Emoluments	23,837	23,837	23,837	23,837	95,346
Operations & Maintenance	71,025	71,025	71,025	71,025	284,098
Administration	7,206	7,206	7,206	7,206	28,825
<b>Finance</b>	-	-	-	-	-
<b>Capital</b>					
Acquisition of property	-	-	-	-	-
Construction	-	-	-	-	-
Improvements	-	-	-	-	-
Special programmes	-	-	-	-	-
	-	-	-	-	-
Cash outflows re EU projects	-	-	-	-	-
Cash outflows re Twinning	-	-	-	-	-
Cash outflows re Community Services	-	-	-	-	-
	-	-	-	-	-
<b>TOTAL Outflows</b>	<b>102,067</b>	<b>102,067</b>	<b>102,067</b>	<b>102,067</b>	<b>408,269</b>
<b>SURPLUS / (DEFICIT)</b>	<b>8,408</b>	<b>8,508</b>	<b>8,408</b>	<b>8,408</b>	<b>33,731</b>
Brought forward (Bank /Cash Bal.)	400,000	408,408	416,916	425,323	400,000
Carry forward	408,408	416,916	425,323	433,731	433,731

**Detailed Estimates of Income****DESCRIPTION**

A	B	C	D (B + C)	E	F (E - A)	G (E - D)
BUDGET Jan-Dec 2017	ACTUAL Jan-Sept 2017	FORECAST Oct-Dec 2017	TOTAL Jan-Dec 2017	BUDGET Jan-Dec 2018	VARIANCE Bud-Bud	VARIANCE Bud-Act
€	€	€	€	€	€	€

**Income****1 Funds received form Cental Government:**

0001 In terms of section 55 CAP 363  
0002-0004 In terms of section 58 CAP 363  
0005-0019 Other Income

415,842	311,882	103,960	415,842	433,663	17,821	17,821
-	953	-	953	-	-	(953)
5,014	2,207	1,253	3,460	800	(4,214)	(2,660)
420,855	315,042	105,214	420,256	434,463	13,608	14,207

**2 Bye-Laws & Legal Fees**

0021-0025 Community Services  
0026-0035 Income from Permits

-	-	-	-	-	-	-
3,600	2,647	900	3,547	3,060	(540)	(487)
3,600	2,647	900	3,547	3,060	(540)	(487)

**3 Local Enforcement Income**

0037 Commission from Regional Committees  
0038-0055 Contraventions

5,000	5,636	1,250	6,886	4,233	(767)	(2,653)
-	80	-	80	-	-	(80)
5,000	5,716	1,250	6,966	4,233	(767)	(2,733)

**4 Investment Income**

0091-0095 Bank interest  
0096-0099 Income received from Government Securities

150	114	38	152	144	(6)	(8)
-	-	-	-	-	-	-
-	-	-	-	-	-	-
150	114	38	152	144	(6)	(8)

**5 General Income**

0056-0065 Sponsorships  
0066-0069 Documents & Information  
0070-0075 EU Funds  
0076-0080 Twinning  
0081-0089 Insurance Claims  
0100-0109 Donations  
0110-0119 Contributions  
0120-0129 General Income

-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
100	-	-	-	100	-	100
-	1,322	25	1,347	-	-	(1,347)
-	-	-	-	-	-	-
-	-	-	-	-	-	-
100	1,322	25	1,347	100	-	(1,247)

**Total**

429,705	324,841	107,426	432,267	442,000	12,295	9,733
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**Detailed Estimates of Expenditure**

DESCRIPTION	A	B	C	D (B + C)	E	F (E - A)	G (E - D)
	BUDGET	ACTUAL	FORECAST	TOTAL	BUDGET	VARIANCE	VARIANCE
	Jan-Dec	Jan-Sept	Oct-Dec	Jan-Dec	Jan-Dec		
	2017	2017	2017	2017	2018	Bud-Bud	Bud-Act
	€	€	€	€	€	€	€
<b>6 Personal Emoluments</b>							
1100 Mayor's Allowance	7,333	5,509	1,833	7,342	7,464	131	122
1200 Employees' Salaries & Wages	66,512	49,638	16,628	66,266	65,480	(1,032)	(786)
1300 Bonuses	6,277	4,489	1,569	6,058	6,531	254	473
1400 Income Supplements	349	262	87	349	380	31	31
1500 Social Security Contributions	6,784	4,951	1,696	6,647	6,176	(608)	(471)
1600 Allowances	6,400	5,293	1,600	6,893	6,400	-	(493)
1700 Overtime	2,758	1,747	690	2,437	2,915	157	479
	<b>96,413</b>	<b>71,889</b>	<b>24,103</b>	<b>95,992</b>	<b>95,346</b>	<b>(1,067)</b>	<b>(646)</b>
<b>7 Operations and Maintenance</b>							
2100-2149 Public Utilities	6,388	2,720	1,597	4,317	6,450	62	2,133
2200-2259 Public Materials & Supplies	400	225	100	325	400	-	75
2300-2399 Repairs & Upkeep	74,474	51,720	18,619	70,339	86,219	11,745	15,881
2400-2449 Rent	1,456	1,785	364	2,149	1,456	-	(693)
3010 Street Lighting	8,000	3,887	2,000	5,887	8,000	-	2,113
3020 Lease of Equipment	-	-	-	-	-	-	-
3030 Insurance	2,036	1,503	509	2,012	2,046	10	34
3035 Bank Charges	250	162	63	225	250	-	26
3038 Penalties	-	-	-	-	-	-	-
3040 Waste Disposal	26,400	19,268	6,600	25,868	26,400	-	532
3041 Refuse Collection	36,362	25,618	9,090	34,708	36,362	-	1,653
3042 Bulky Refuse Collection	13,200	9,937	3,300	13,237	13,200	-	(37)
3043 Bins on wheels	-	-	-	-	-	-	-
3045 Bring in sites	200	-	50	50	200	-	150
3051 Road & Street Cleaning	19,429	14,749	4,857	19,606	19,429	-	(178)
3052 Cleaning & Maintenance of Non-Urban Areas	18,262	13,171	4,565	17,736	18,262	-	525
3053 Cleaning of Public Conveniences	6,285	4,482	1,571	6,053	6,285	-	232
3055 Cleaning of Council Premises	2,400	1,879	600	2,479	2,400	-	(79)
3060 Cleaning & Maintenance of Parks & Gardens	17,055	13,971	4,264	18,235	17,055	-	(1,180)
3061 Cleaning & Maintenance of Soft Areas	18,262	13,873	4,565	18,438	18,262	-	(177)
3062 Cleaning & Maintenance of Beaches & CA	-	-	-	-	-	-	-
3063 Cleaning & Maintenance of Country Non-Urban	-	-	-	-	-	-	-
3064 Other Contractual Services	9,978	4,636	2,495	7,131	8,978	(1,000)	1,848
3070-3090 Consultation Fees	2,000	-	500	500	2,000	-	1,500
3100-3139 Contract & Project Management	-	-	-	-	-	-	-
3300-3379 Hospitality	10,345	5,158	2,586	7,744	10,345	-	2,601
3380-3389 Community	100	-	25	25	100	-	75
3600-3694 Local Enforcement Expenses	-	9	-	9	-	-	(9)
3700-3799 EU Projects	-	-	-	-	-	-	-
3800-3899 Twinning	-	-	-	-	-	-	-
	<b>273,281</b>	<b>188,753</b>	<b>68,320</b>	<b>257,073</b>	<b>284,098</b>	<b>10,817</b>	<b>27,025</b>



**Detailed Estimates of Expenditure (Continued)**

DESCRIPTION	A	B	C	D (B + C)	E	F (E - A)	G (E - D)
	BUDGET Jan-Dec 2017	ACTUAL Jan-Sept 2017	FORECAST Oct-Dec 2017	TOTAL Jan-Dec 2017	BUDGET Jan-Dec 2018	VARIANCE Bud-Bud	VARIANCE Bud-Act
	€	€	€	€	€	€	€
<b>8 Administration &amp; Other Expenditure</b>							
2150-2199 Office Utilities	-	-	-	-	-	-	-
2260-2299 Office Materials & Supplies	-	-	-	-	-	-	-
2450-2499 Office Rent	-	-	-	-	-	-	-
2500-2599 National & International Memberships	1,200	570	300	870	1,400	200	530
2600-2699 Office Services	3,195	3,476	799	4,275	3,295	100	(980)
2700-2799 Transport	1,000	491	250	741	1,000	-	259
2800-2899 Travel	-	-	-	-	-	-	-
2900-2999 Information Services	2,950	3,175	738	3,913	3,590	640	(323)
3050 Office Cleaning	-	-	-	-	-	-	-
3140-3199 Professional Services	17,541	17,387	4,385	21,772	17,816	276	(3,956)
3200-3299 Training	500	-	125	125	500	-	375
3345 Office Hospitality	1,000	-	250	250	1,000	-	750
3400-3499 Incidental Expenses	104	251	26	277	224	119	(53)
	-	-	-	-	-	-	-
	<b>27,490</b>	<b>25,350</b>	<b>6,872</b>	<b>32,222</b>	<b>28,825</b>	<b>1,335</b>	<b>(3,398)</b>
<b>9 Finance Costs</b>							
3036 Interest on Bank Loan	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>10 Other Expenditure</b>							
3500-3599 Loss / (Profit) on Disposal of assets	-	-	-	-	-	-	-
3695 Increase/(Decrease) in allowance for bad debts	-	-	-	-	-	-	-
8000-8099 Depreciation	32,521	38,525	11,887	50,412	33,731	1,210	(16,681)
	32,521	38,525	11,887	50,412	33,731	1,210	(16,681)
<b>Total</b>	<b>429,705</b>	<b>324,517</b>	<b>111,183</b>	<b>435,700</b>	<b>442,000</b>	<b>12,295</b>	<b>6,300</b>

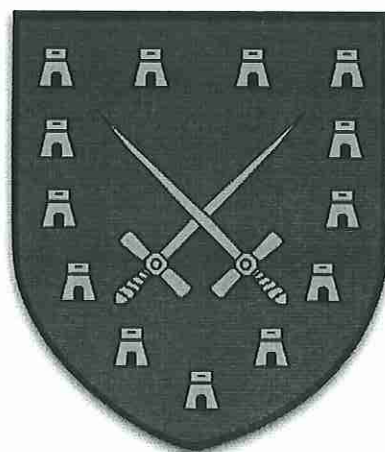
**Detailed Estimates of Statement Of Affairs**

DESCRIPTION	A	B	C	D (B + C)	E	F (E - A)	G (E - D)
	BUDGET Jan-Dec 2017 €	ACTUAL as at 30-Sep 2017 €	FORECAST changes from 30 Sep-31 Dec 2017 €	TOTAL as at 31-Dec 2017 €	BUDGET Jan-Dec 2018 €	VARIANCE Bud-Bud €	VARIANCE Bud-Act €
<b>11 Inventory</b>							
5201-5249 Stationery	-	-	-	-	-	-	-
5250-5299 Consumables	1,800	1,790	(90)	1,700	1,700	(100)	-
	-	-	-	-	-	-	-
	<b>1,800</b>	<b>1,790</b>	<b>(90)</b>	<b>1,700</b>	<b>1,700</b>	<b>(100)</b>	<b>-</b>
<b>12 Receivables</b>							
0201-0209 Receivables	6,000	3,443	57	3,500	4,000	(2,000)	500
0210-0219 LES Receivables	-	-	-	-	-	-	-
0220-0229 Receivables from EU	-	-	-	-	-	-	-
0250 Prepayments & Accrued income	1,700	867	133	1,000	1,000	(700)	-
	-	-	-	-	-	-	-
	<b>7,700</b>	<b>4,310</b>	<b>190</b>	<b>4,500</b>	<b>5,000</b>	<b>(2,700)</b>	<b>500</b>
<b>13 Cash &amp; Equivalents</b>							
5001-5099 Bank & Cash Balances	399,037	398,219	1,781	400,000	433,731	34,694	33,731
	<b>399,037</b>	<b>398,219</b>	<b>1,781</b>	<b>400,000</b>	<b>433,731</b>	<b>34,694</b>	<b>33,731</b>
<b>14 Payables</b>							
4000 Payables	8,000	8,562	62	8,624	8,500	500	(124)
4100 Accruals	37,500	52,248	2,248	54,496	59,876	22,376	5,380
4150 Deferred Income	4,500	4,795	295	5,090	4,500	-	(590)
Current portion of Long-Term Borrowings	-	-	-	-	-	-	-
	<b>50,000</b>	<b>65,605</b>	<b>2,605</b>	<b>68,210</b>	<b>72,876</b>	<b>22,876</b>	<b>4,666</b>
<b>15 Non Current Liabilities</b>							
4200 Long Term Borrowings	-	-	-	-	-	-	-
Deferred Income	37,537	50,034	(11,428)	38,606	34,440	(3,097)	(4,166)
	<b>37,537</b>	<b>50,034</b>	<b>(11,428)</b>	<b>38,606</b>	<b>34,440</b>	<b>(3,097)</b>	<b>(4,166)</b>

# 16 Depreciation of Property, Plant and Equipment

Asset % of depreciation		Furn & Fittings		Office Equipment		Urban Improvements		Construction		Trees		Plant & Machinery		Total	
		8%	€	20%	€	10%	€	10%	€	0%	€	20%	€	€	€
<b>Cost</b>															
As at 01 January	2018		24,583		47,469		509,375		612,447		17,307		6,300	-	1,217,481
Additions		-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposals		-	-	-	-	-	-	-	-	-	-	-	-	-	-
As at 31 December	2018		24,583		47,469		509,375		612,447		17,307		6,300	-	1,217,481
<b>Grants/ other reimbursements</b>															
As at 01 January	2018	-	-	3,494	-	60,436	-	-	-	-	-	-	-	-	63,930
Additions		-	-	-	-	-	-	-	-	-	-	-	-	-	-
As at 31 December	2018	-	-	3,494	-	60,436	-	-	-	-	-	-	-	-	63,930
<b>Accumulated Depreciation</b>															
As at 01 January	2018	14,674		39,359		305,336		435,985		-		6,005		-	801,359
Charge for the year		743		923		14,360		17,646		-		59		-	33,731
Released on disposal		-		-		-		-		-		-		-	-
As at 31 December	2018	15,417		40,282		319,696		453,631		-		6,064		-	835,090
<b>Budgeted NBV 31 Dec</b>	<b>2017</b>													0	
<b>Forecasted NBV 1 Jan</b>	<b>2018</b>	10,251		5,572		114,003		163,162		16,147		317		0	309,452
<b>Budgeted NBV 31 Dec</b>	<b>2018</b>	9,909		4,616		143,603		176,462		17,307		295		-	352,192
		9,166		3,693		129,243		158,816		17,307		236		-	318,461

8.11



# **Pembroke Local Council**

## **Business Plan**

### **2018 - 2020**

#### **Table of Contents**

<b>Introduction and Situation Analysis</b>	<b>2</b>
<b>Mission Statement and Values</b>	<b>4</b>
<b>Objectives, Expected Results and Strategies</b>	<b>5</b>
<b>Operations Analysis</b>	<b>8</b>
<b>Financial and Performance Forecasts</b>	<b>10</b>
<b>Capital Development</b>	<b>13</b>

### ***1.0 Introduction and Situation Analysis***

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Now in the fifth year of the legislature the Council finds itself in a position in which we are able to say that by and large, having gone through a transitory period absorbing all the comments, suggestions as well as complaints from all corners of the locality, the locality is once again where we believe it should be in terms of standards. Of course we can only strive for perfection even if we are well aware that it is practically impossible to achieve, however, when it comes to the state of the locality in general terms, we do have full faith in our contractors and we humbly submit that their work is at a level which gives both the Council and our residents a sense of pride.

Having understood better the needs of the locality at the start of this legislature, the Council drew up a list of priorities which brought about a number of measures taken in favour of greater cleanliness in general within the locality. In this manner the Council tried to make the locality appeal to its residents, as well as its visitors, both local and foreign. Today, I humbly believe we are on the right track and we are currently doing our utmost to deal with the residents' wishes steadfastly, ensuring that the general upkeep of infrastructure is satisfactory, while ensuring periodic, and regular cleaning while also keeping in mind the general outlook of Pembroke, and plan on what we believe is a fitting state for the years to come.

During the past few months we have continued with the embellishment of the open spaces around the locality. Various sites required a great deal of cleaning due to the targeting of various zones around the locality, which unfortunately were affected by dumping on a large scale. For this reason the Council sought to clean out as many of these zones as possible, and is now continuing routine maintenance and cleaning of other green areas and soft areas. For this reason we have given specific directions to both our contracts manager, as well as our contractors in order to address the many suggestions we received in a periodic manner. We also felt it important to create a sense of belonging, a sense of responsibility within the locality and its inhabitants – it was for this reason that activities were held within the NATURA2000 site which also saw the MTA officially unveiling the projects done on the walking trail in recent months. This was then continued by a number of other initiatives and clean ups in the mentioned area, bearing in mind the growing significance of the area. The Council fully intends on working harder to create a sense of awareness and pride among its residents so as to better protect and conserve the area. Having said this, the Council's vision for this area can never be achieved without the support of other entities' involvement; namely the Central Government, MEPA, and enforcement agencies. If we are serious about protecting this area, the limited resources and funds of the Local Council are never going to be enough; funds which could be put to better use with the aid of better enforcement and limited access to the area.

In recent years Pembroke saw a number of large infrastructural efforts being concluded – namely the new Pembroke gardens as well as the Cycle Path in the NATURA2000 garigue site. Naturally the Council has been, and will continue to be at the disposal of its residents, as well as those who enjoy the sites in questions so as to ensure and maintain a high standard of maintenance. In recent months the Council has also done its utmost to maintain these areas as clean as possible, particularly by the deployment of street sweepers, and by liaising with the MTA for the installation of a number of dog litter bins, as well as other periodical complaints regarding the Pembroke Gardens. The Council will now be focusing its efforts on setting the ball rolling on the idea of turning the entire zone into a national garigue park – an idea which was sparked a number of years ago, and which unfortunately came to a grinding halt in recent history. We now hope that the area is put again at the top of the agenda following recent works in the site as mentioned.

Pembroke boasts of a vast majority of roads which are in a fairly good state. Triq Gabriel Henin, and parts of Triq Burma however remain a constant worry for the Pembroke Local Council. Reports have been concluded regarding the state of affairs on Triq Gabriel Henin. Although the Council had participated in the PPP scheme and voted its share of the expenses it resulted from an on site inspection that unless the pavements and services are done anew, the problem for the residents would double. Therefore the Council had to retreat from this scheme until the time that enough funds are allocated for the pavements and services to be addressed. The Council has throughout these past two years concluded major works on two lengthy roads which were never serviced with any pavements whatsoever posing great danger to anyone making use of the roads in question; namely Triq Camillo Sciberras, Triq Burma, and Triq Mandalay, together making up a stretch of 460 metres. The Council is furthermore committed to further infrastructural works, making our roads more easily accessible for anyone, serving our residents with an adequate standard of safety. Adding to this, Triq Il-Mediterran is a growing concern given that the stretch of road in issue is one of considerable distance. It is evident that the amount of traffic it is seeing has caused stress on the infrastructure which will need to be addressed swiftly to avoid having to reconstruct the same road.

In more recent months, works on more major pavements have been concluded with new pavements in Triq Martin Luther King, another in the vicinity of St Michael's and Judo Federation premises, amongst others. All these works have improved the level of safety our residents enjoy on their walks around the locality, an element which has become synonymous with Pembroke and something which our residents take pride in.

The project on Triq Gabriel Henin however remains a challenge far too big for a Council of our size, where despite having concluded all necessary reports and studies, the Council now finds itself with an estimation of costs that even exceeds



### 1.0 Introduction and Situation Analysis

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the yearly allocation. We have for this reason requested the aid of the ministry concerned with roads in Malta with the council maintaining the stance that this road falls within the responsibility of Transport Malta, due to the fact that it has never actually been done to begin with. We remain fully committed to this cause and we will continue to speak on behalf our residents, however there is nothing to be gained from false hope, and this project seems a stretch too far for a Council of our size.

Having seen an influx in residential zones in Pembroke, and given that a number of older residential areas have never been properly serviced when it comes to street lighting, the Council has in recent years gathered a number of complaints and suggestions in order to draw up a list of priorities. We have acted upon the wishes of our residents and installed lighting wherever it was requested and approved and we continued to do so to this day. We now find ourselves in a much better position and the coming years should see the Council spending less in this area. We have continued in this manner by fixing the lighting in Gniien Clifford Micallef, as well as having installed photo cells in all gardens within the locality as well as in all housing areas to minimise wasteful consumption.

Finding a suitable venue for our youths, as well as our elderly, to meet on a regular basis and in an informal setting remains a priority for the Council. The Council has for some time realized that it is now drawing near to having its first major generation of elderly, with the locality still being under-equipped for this necessity. It is for this reason that the Council has been striving to meet representatives from the Lands Department in order to bring this issue to the fore, in view of the possibility of being given land by devolution. We are working on this with various departments and ministries and we are both hopeful about what the future holds for our locality. We hope to make the breakthrough in conjunction with the Central Government with plans to be unveiled imminently; exciting times are ahead.

The Council will also continue to be pro-active and rather than dealing with matters as if it were a maintenance council, we strive to come up with the forethought on certain challenges and put forward idea in the appropriate channels to ensure that our beloved town grows in the manner we consider appropriate. One issue which the Council was very vocal about in the previous year, was the one concerning the effects and the overspill expected as a result of the implementation of the Paceville Masterplan. This year, the major issues we faced were those of the proposed new Chiswick House School being proposed on virgin land in Triq Gabriel Henin, the DB Group project in place of the ITS premises, as well as development from within, with applications submitted for the development of up to 6 storeys in place of terraced houses. We have done so through the appropriate channels and went public in the media to assure that our residents are represented in the social discourse which took place during the consultation process.

Pembroke Council will also continue to offer informative talks, courses, and other discussions of a topical, and educational value. The Council appreciates that beyond that which can be seen and felt, it has the duty to educate its residents and enrich their perspective on a number of issues, notable among which is the responsibility of every individual to separate his waste, for instance. It is for this reason that the Council has collaborated with Greenpak Coop in order to hold talks with residents on the matter, as well as other 'green' efforts within the Council's calendar of events. The Council further understands the heritage of the locality, and its historical ties with sporting associations. We have therefore maintained a keen relationship with various sporting associations within the locality, encouraged sporting events, and helped with the organization of football tournaments, fun runs, and other events aimed at encouraging sports and wellbeing.

The past years have certainly been a challenge but we are more than satisfied with the work carried out so far. While no amount of hours, investment or effort will ever be enough; we can certainly look back on what has been achieved so far and be optimistic. We remain committed to keeping a close relationship with our residents and keeping their opinions firmly in at heart in conducting our work. This is being achieved both through the conventional mediums of communication with the Council, as well as through the Facebook page launched very early in this legislature, ensuring that the people who we ultimately strive to satisfy are kept abreast of our efforts within the locality, while also maintaining an effective and easy accessible channel of communication which also helps us in dealing with periodic complaints in a more efficient manner. Acknowledging that the challenges will never retreat, we must keep working hard and in the pace we have already set for ourselves. This is a Council that is proud of the locality, and has its best interest firmly at heart. This is a Council that wants to work.



**Dr. Dean Hili LL.D.**  
Mayor

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**2.0 Mission statement and Values**

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**2.1 Mission Statement** To continue to strive to create the right atmosphere and to develop the infrastructure to the best needs of our residents whilst keeping in mind that unlike other localities, Pembroke is purely a residential area. This will not be in conflict to encourage business opportunities, which would be identified as beneficial to the local residents especially when such business could generate part of the required funds to restore and maintain our Historic Heritage. We will also seek to control the present development by co-operating with the Planning Authority, thus:

- a) Representations will be made whenever it is felt that certain projects will ill effect the residents or the community at large.
- b) We also forward suggestions so that certain buildings of historical or characteristical value are included in the list of Protected Property.
- c) The Planning Authority Enforcement section will be summoned to intervene whenever the need arises.

Finally, the participation of the residents will be encouraged so that they will have a say in all decisions taken since, sooner or later, these will affect their way of thinking.

**2.2.Values**

The Values for the forthcoming years are: -

- a) To maximise the benefits of our community as a whole whilst respecting the needs of individuals and of specific sectors.
- b) To Respect the environmental and cultural heritage of this community.
- c) The just and open administration of all Council business.
- d) To instil more civic pride in each and every resident.
- e) To promote through education a co-operative and tolerant society.

**3.0 Objectives, Expected Results and Strategies****3.1 Short term objectives and expected results (2018)**

Objectives	Expected Results
1. To continue to establish a modern and environment friendly town planning policy for the whole of Pembroke and on its implementation in phases.	1. The existing open areas, especially Government owned areas and picnic areas, which were identified will continue to be landscaped and to improve sports facilities to enhance healthy recreational grounds for the residents and their families. This policy will also continue to link the various existing units such as St Patrick's, St Andrews, and St George's into one whole area - Pembroke.
2. Encouragement of resident's awareness in various areas.	2. Increase police / local warden's protection to curb abuses especially in places which are highly frequented by people such as barren areas.
3. Continue with the resurfacing of roads, consisting of black top and reinstatement of existing underground services.	3. To ensure better flow of traffic and to improve the safety of the community.
4. To maintain expenditure within budget and at the same time ensure the best value for money for all services we buy.	4. Each and every financial year will end on a positive note.
5. We will do our utmost to employ or contract the right people for each and every task in the hope to improve customer care and increase efficiency.	5. Daily complaints should decrease which signify quick commitment to rectify such complaints and indirectly enhanced quality of service.
6. The introduction of locality maps in various parts of the locality.	6. Improvement to locate different parts of the locality.



**3.0 Objectives, Expected Results and Strategies****3.2 Long Term objectives and expected results (2018 - 2020):**

<b>Objectives</b>	<b>Expected Results</b>
1. Motivate staff to execute the administration of the Council beyond acceptable levels.	1. Motivated staff will render more not only in quantity but also in quality of service.
2. Identify sources of new income to finance the proper maintenance of numerous soft open areas and possible ways and means to safeguard same areas.	2. Minimise complaints and also secure a healthy environment. Involve residents to show environmental awareness and participate in the upkeep and look after of such open areas.
3. To maintain and improve the road surface in Pembroke according to priorities.	3. Meet the dire expectations of the residents of Pembroke and further minimise complaints.
4. Continue with Town Planning Policy for Pembroke.	4. Offer alternative opportunity to the residents to seek healthier recreational areas created through landscaping and sports centres. It is anticipated that the Central Government will approve the necessary financial assistance.
5. Landscaping of the valleys and open areas.	5. This will impede the further destruction of the valleys and open areas while helping to embellish the area and providing the right environment to counter balance the effect of building development.
6. To intensify the campaign to revise the boundaries of the locality.	6. Approval of our request will stop the funny situation existing at the moment.

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*Objectives, expected results and strategies (cont.)*

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### 3.3 Strategies

The strategies to be adopted by the Council are aimed to provide a healthier environment by protecting *green belts*, and maintain to high standards all the soft open areas. Residents should be encouraged and helped to participate in this protection and care.

Keeping in mind that Pembroke is a relative small Council, but growing every year due to new housing projects, we will try to embark on joint ventures with surrounding Councils in order to cut costs and at the same time create a sense of belonging. This could also be done with the Region.

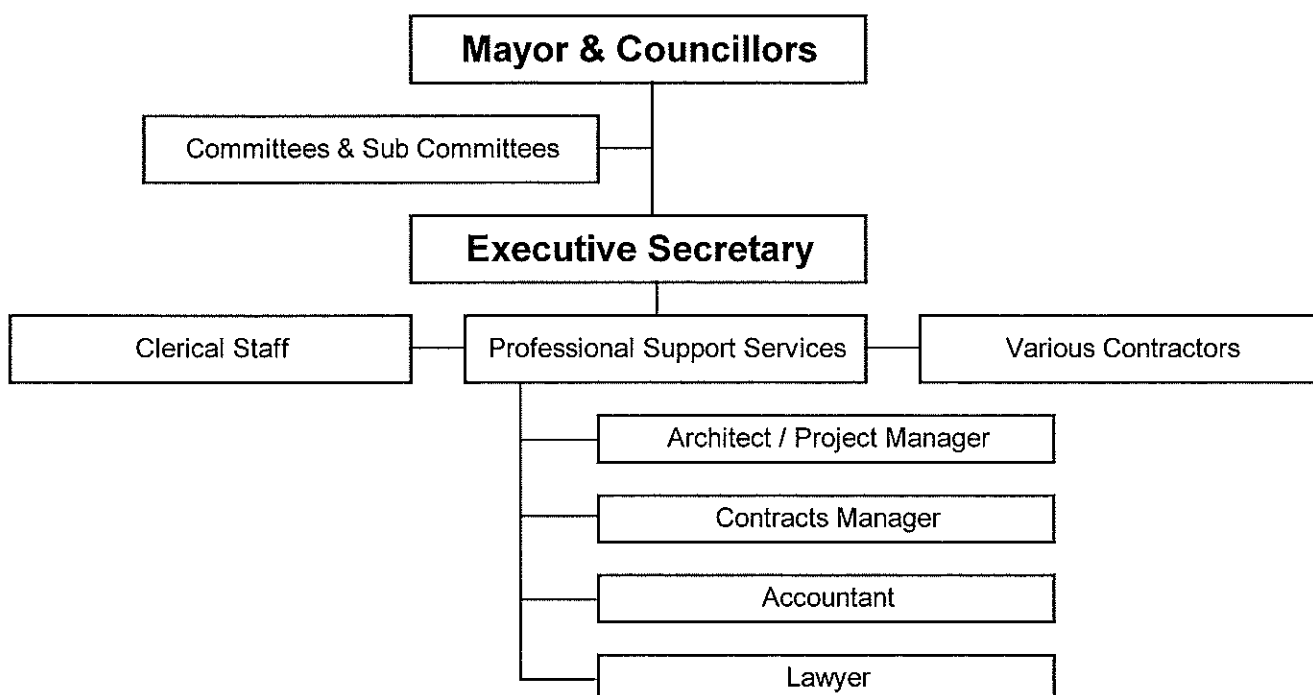
We believe that we are the voice of our residents and partners to surrounding Councils and therefore strictly believe in the process of dialogue whilst maintaining the prerogative to manage and to make decisions in the best interest of the community.

We will convince residents to be more aware of prevailing circumstances and will urge them to help the Council in our major commitment and participate in our aim of **safeguarding the environment**.

The contracting-out method will be used whilst additional help will be sought from the central government. Sponsorships from the private enterprise will also be sought and encouraged.

With reference to Town Planning it is important to embark on the implementation exercise as proposed in the North Harbour Local Plan (Pembroke's Section).

With reference to the embellishment of the valley and the open areas it is anticipated that the Council will find both the moral and financial support of the Central Government and the respective entities concerned coupled with the co-operation of the public who will then be encouraged to plant trees to commemorate special events such as: births, marriages etc.

**4.0 Operations Analysis****4.1 Organisation**

The organisational structure, which at present is dealing with the day-to-day business has been in effect for the last twelve months and has reached its goal to have an administrative employee available at defined hours during the day to meet resident's expectations and thus be in a better position to deal more effectively with day-to-day business. As requested by the Department of Local Governemnt, the Council is even opening of Saturday morning to give a better service to our residents.

The above is the result of the attending hours of the Council Executive Secretary currently operating on a full time basis and two full time clerks supporting the Executive Secretary and the regular attendance and help of the Mayor and Councillors.

All policy making are still headed by the Council and supported by the permanent committees, which once functioning will help in the Council's business to make it more effective and enhance supervision and allows quick and reliable feedback to all concerned.

The Executive Secretary is the executive, financial, and administrative head responsible to execute the Council's business.

The clerks carry out reception, telephone handling, and other various clerical duties.

The supporting professional staffs include a Lawyer, an Accountant, an Architect / Project Manager and a Contracts Manager.

*Operations Analysis (cont.)*

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**4.2 General Activities**

During the calendar year 2017 the Council received a number of complaints and suggestions. These were all handled with efficiency since the Council has in its employment the full complement.

The Council intends to continue with the training of its staff and Councillors so that the best level of management could be reached.

Our efforts to fulfil the scope of a Local Council are not solely focused on ordinary organisation and administration of services sold or bought, but again we hope to embark on major capital projects as will be identified further on.

**Our Main activities will be to.....**

Execute efficiently our designated responsibilities. Ensure that our streets are daily cleaned, refuse of both fractions, mixed and recycled are collected on time, embellish our numerous open areas, to improve or at least maintain our roads and pavements to the highest acceptable level according to our funds.

Pembroke is a locality, which boasts of Historical Buildings and which, due to negligence on the part of the present owners, are slowly but surely being destroyed. In the past we tried our best to convince the present owners to do their utmost and start restoration works without further delay; unfortunately our pleas fell on deaf ears!

Existing infrastructural needs (mainly roads, culverts, and street lighting) are being dealt with by requesting the required support from the responsible Departments and Corporations, again amidst the reigning bureaucracy!

The Councillors, as chairpersons to five committees, will continue to work hand in hand to overcome the oncoming problems related to the challenge to change Pembroke and keep a balance between the environment and development and keep in mind that this locality needs to be developed into a modern and carefully planned residential area.



*Kevin Borg*  
**Executive Secretary**

**5.0 Financial and Performance Forecasts****5.1 Three-Year Financial Forecast**

ACCT NO.	DESCRIPTION	FORECAST 2018 €	FORECAST 2019 €	FORECAST 2020 €	c 2018 - 2020 €
2	Income				
0000	Government	434,463.00	434,463.00	434,463.00	1,303,389.00
0020	Bye-Laws	7,293.00	7,365.93	7,513.25	22,172.18
0090	Investment	144.00	150.00	150.00	444.00
0100	General	100.00	100.00	100.00	300.00
	TOTAL	442,000.00	442,078.93	442,226.25	1,326,305.18
1	Expenditure				
1000	Personal Emoluments	95,346.00	97,117.32	98,020.69	290,484.01
2000	Operations and maintenance	312,923.00	310,415.39	307,998.48	931,336.87
7000	Capital Expenditure	33,731.00	925,996.63	788,671.46	1,748,399.09
	TOTAL	442,000.00	1,333,529.34	1,194,690.63	2,970,219.97
	SURPLUS/DEFICIT		(891,450.41)	(752,464.38)	(1,643,914.79)

**Notes:****5.2 Notes and Assumptions****Expenditure**

- a) Since the current financial allocation is only sufficient to cater for the day-to-day running of the locality, we hopefully anticipate that due to our control on spending the Council's capital projects will be entirely financed through the allocation from the Central Government and other assistance programmes from various departments.

*Financial and Performance Forecasts (cont.)***5.3 Three Year Income Forecast**

ACCT NO.	DESCRIPTION	FORECAST 2018 €	FORECAST 2019 €	FORECAST 2020 €	FORECAST 2018 - 2020 €
2	Income				
0000	Government				
0001	Annual	433,663.00	433,663.00	433,663.00	1,300,989.00
0002	Supplementary				
0003	Special needs				
0004	Public/government delegations				
0015	Other	800.00	800.00	800.00	2,400.00
		434,463.00	434,463.00	434,463.00	1,303,389.00
0020	Bye-Laws				
0021	Community services	3,060.00	3,090.60	3,152.41	9,303.01
0036	Contravention of bye-laws				
0056	Sponsorships				
0066	General services	4,233.00	4,275.33	4,360.84	12,869.17
		7,293.00	7,365.93	7,513.25	22,172.18
0090	Investment				
0091	Bank interest	144.00	150.00	150.00	444.00
0096	Government securities				
		144.00	150.00	150.00	444.00
0100	General				
0110	Donations	100.00	100.00	100.00	300.00
0120	Contributions				
		100.00	100.00	100.00	300.00
	<b>TOTAL</b>	<b>442,000.00</b>	<b>442,078.93</b>	<b>442,226.25</b>	<b>1,326,305.18</b>

**Notes:**

*Financial and Performance Forecasts (cont.)***5.4 Three Year Expenditure Forecast**

ACCT NO.	DESCRIPTION	FORECAST 2018 €	FORECAST 2019 €	FORECAST 2020 €	FORECAST 2018 - 2020 €
<b>1</b>	<b>Expenditure</b>				
1000	Personal Emoluments				
1100	Mayor's allowance	7,464.00	7,613.28	7,689.41	22,766.69
1200	Employee salaries and wages	65,480.00	66,789.60	67,457.50	199,727.10
1300	Bonuses	6,531.00	6,661.62	6,728.24	19,920.86
1400	Income supplements	380.00	380.00	380.00	1,140.00
1500	Social Security contributions	6,176.00	6,299.52	6,362.52	18,838.04
1600	Allowances	6,400.00	6,400.00	6,400.00	19,200.00
1700	Overtime	2,915.00	2,973.30	3,003.03	8,891.33
		<b>95,346.00</b>	<b>97,117.32</b>	<b>98,020.69</b>	<b>290,484.01</b>
2000	Operations and maintenance				
2100	Utilities	6,450.00	6,514.50	6,579.65	19,544.15
2200	Materials and supplies	400.00	404.00	408.04	1,212.04
2300	Repair and upkeep	86,219.00	77,122.28	72,372.44	235,713.72
2400	Rent	1,456.00	1,456.00	1,470.56	4,382.56
2500	National / International memberships	1,400.00	1,414.00	1,428.14	4,242.14
2600	Office services	3,295.00	3,327.95	3,361.23	9,984.18
2700	Transport	1,000.00	1,010.00	1,020.10	3,030.10
2800	Travel		2,336.63	2,360.00	4,696.63
2900	Information services	3,590.00	3,625.90	3,662.16	10,878.06
3000	Contractual services	179,128.30	182,919.58	184,748.78	546,796.66
3100	Professional services	17,815.05	17,994.21	18,174.15	53,984.41
3200	Training	500.00	505.00	510.05	1,515.05
3300	Community and hospitality	11,445.00	11,559.45	11,675.04	34,679.49
3400	Incidental expenses	223.65	225.89	228.15	677.68
3600	Local Enforcement System				
		<b>312,923.00</b>	<b>310,415.39</b>	<b>307,998.48</b>	<b>931,336.87</b>
7000	Capital expenditure				
7001	Acquisition of property				
7100	Construction				
7200	Improvements		50,000.00	50,000.00	100,000.00
7300	Equipment				
7500	Special programmes		842,500.00	703,500.00	1,546,000.00
8000	Depreciation	33,731.00	33,496.63	35,171.46	102,399.09
		<b>33,731.00</b>	<b>925,996.63</b>	<b>788,671.46</b>	<b>1,748,399.09</b>
<b>TOTAL</b>		<b>442,000.00</b>	<b>1,333,529.34</b>	<b>1,194,690.63</b>	<b>2,970,219.97</b>

Notes:

**6.0 Capital Development****6.1 Three Year Capital Development Forecasts**

Account No. Project No.	Capital Expenditure Project Description	2018		2019		2020		2018 to 2020
		Account €	Project €	Account €	Project €	Account €	Project €	Account Total €
7001	Acquisition of property							
7100	Construction							
7110	Centru Civiku & Kummercjali							
7120	Bini Amministrattiv							
7200	Improvements			50,000.00		50,000.00		100,000.00
7210	Office / Street Furniture							
7220	Street Paving							
7230	New Street Signs							
7240	Urban Improvements			50,000.00		50,000.00		
7300	Equipment							
7310	Electronic Equipment							
7320	Plant & Machinery							
7330	Photovoltaic Cells							
7500	Special programmes			842,500.00		703,500.00		1,546,000.00
7510	Road Resurfacing				250,000.00		250,000.00	
7520	Gnien 4 ta' Lulju				47,000.00			
7530	Pembroke Battery				24,000.00		23,500.00	
7540	Play area triq WHarding				59,000.00		58,500.00	
7551	Reservoir Covers							
7552	New Pavements				117,000.00		116,500.00	
7559	Car park Triq Falaise / Alamein							
7560	Locality Maps				5,000.00		5,000.00	
7563	Reconstruction of Pavements				100,000.00		100,000.00	
7564	Conservation Wed Harq Hamien				23,500.00		2,500.00	
7565	Restoration Madliena Tower							
7566	Restoration Fort Pembroke				47,000.00		47,000.00	
7567	Rest. Sandhurst C/Twr.							
7568	Upgrade of Pembroke Beach				35,000.00		12,000.00	
7569	Conservation Water Course Bridge							
7570	St Patricks Playing Field				23,500.00		12,000.00	
7590	New Trees				5,000.00		5,000.00	
7591	Masgar fi Triq Burma				10,000.00		10,000.00	
7592	Pasage L Billion / I Vella				2,500.00		2,500.00	
7593	Triq il-Mediterran							
7594	Upgrading Juno Flats area				12,000.00		12,000.00	
7595	Junction St Patricks				35,000.00			
7596	5 a side football pitch				47,000.00		47,000.00	
TOTAL New Projects:				892,500.00		753,500.00		1,646,000.00

**6.2 Notes and Assumptions**

The execution of each project is subject to the availability of funds and potential changes in the Council's Capital development priorities.

No quotations have been requested for Capital Projects however prices are always based on technical estimates obtained from consultants.

Notwithstanding all this, the Council's projections for 2019 and 2020 need a further allocation of funds or Government involvement of approximately **€1,646,000.00**. These are needed to compliment and finish all Council's aspirations for the next three year.



*Capital Development (cont.)*

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**6.3 Details of Capital Development Projects*****7110 Construction of a Local Commercial / Community Centre.***

This project is of high Priority for the Pembroke Local Council due to the fact that one finds a number of shops in the locality. During discussions leading to the North Harbour Local Plan, the Council had insisted with the then MEPA that a Local Commercial / Community Centre should be included and constructed without delay. This project has been on paper since the beginning of the Council.

***7510 Resurfacing of Roads.***

It is a known fact that the remaining Pembroke Roads lack a decent road surface. It is more than obvious that the current expenditure on road maintenance may be referred to as money going down the drain as practically some roads in the locality require patching at least three times a year. Existing roads requiring urgent resurfacing mainly Triq Gabrielle Henin, Triq Burma, Triq Juno, Triq ANZAC, Triq Falaise, Triq Tobruk, Triq Suffolk, Triq Sir Adrian Dingli, Triq Martin Luther King, Triq Giaocchino Le Brun and all St. Patricks roads.

***7540 Upgrading of Existing Play Area at Triq L-Imhallef W. Harding.***

This project has been accepted and included in the Pembroke Action Plan by the Planning Authority. The Council has applied for a permit (PA 0399/97) to enable us to carry out urgent works to remove the danger that existed at the time, ie. a vehicular access to a private garage passes through this play area. This phase had been concluded. Phase two includes the general upgrading of the site, with added facilities, including new Play Equipment, Tennis / Multipurpose Court, Pathways, Gazebo's and planting of numerous Trees to enhance the Environment.

This Council, during the past years has asked for help from various Ministries on successive years for this project but to no avail, thus any help from the Central Government will be appreciated. The estimated cost will be approximately **€117,500.00**. Though having limited funds, the Council has removed the danger and completed Phase 1 of the project.

***7552 Construction of New Pavements.***

Pembroke still lacks new pavements in many areas especially in roads that were resurfaced prior 1999. The Council has a directive that whenever a street is to be resurfaced the pavements also will be done new. Services are put in the new pavement with the collaboration of the Corporations concerned.

***7563 Reconstruction of existing Pavements.***

Though Pembroke is relatively new, a good number of existing pavements have to be reconstructed. This is the result of negligent construction and at times these pavements were severely damaged by plot owners during construction of their dwellings.

*Capital Development (cont.)*

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**7564 Conservation of Wied Harq Hamiem.**

It is the Council's aim to preserve this valley, although up to now it falls within the boundaries of St Julian's Council. During the past years this valley was neglected and frequently used as a dumping site. The Council would require substantial funds to effectively landscape and maintain this valley.

**7566 Restoration of Fort Pembroke.**

The Council is again hoping that sufficient funds be made available to restore this Historical Fort which presently is in the hands of the Verdala International School. This is a major restoration project whose result should appease the many Tourists (especially of British origin) that ever so often do visit Pembroke for its Military History - again it will be up to the Central Government to allocate the appropriate funds.

**7568 Upgrading of Pembroke rocky beach ( Bajja zghira )**

Pembroke Local Council would like to upgrade the small area, which unfortunately is the only area, which is accessible to swimmers. This area is highly frequented by residents during Summer. The Council's intention is to plant new trees, place a number of benches and to improve access. The project might even include upgrading the road approaching the area by providing a small parking area to ensure that the area will not remain a shabby area.

**7570 Upgrading of Recreational Area at St. Patrick's.**

The project includes new play equipment, benches, lighting and litterbins, lighting and planting of various trees. The Council estimates that this project would cost approximately **€70,000.00**, and surely aid from the Central Government would be needed and appreciated.