



# **Haž-Zabbar Local Council**

**Annual Budget  
For  
Financial Year  
2014**

## **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>

## **Overview and Summary**

The Haz-Zabbar Local Council hereby presents its Annual Budget for the Financial Year 2014 that is based on the contractual obligations existing at the time of drawing up the estimates of both income and expenditure, as well as those obligations that can presently be foreseen to arise within the 12 months of 2014.

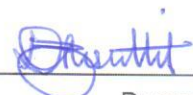
For the year under review the Council has based its primary income flow on the Central Government allocation of €703,879. Other income streams are estimated to generate an inflow of €103,972. The expenditure items, based on the current commitments of the Council are principally, the payroll costs at €157,430, operations and maintenance costs at €483,700 and administration and other costs at €163,972. The administration and other costs include €115,822 of depreciation that is not in itself a cash outlay.

At the start of the year the Council is kicking off with liquid funds of €316,978 and its plans are to use this financial muscle to support the capital expenditure for the year ahead.

The Capital Projects that the Council is planning to conclude are expected to absorb €341,020 and shall include resurfacing of Triq l-Inkurunazzjoni and Triq Has-Sajjied and the restoration of the second World War shelter in Misrah is-Sliem. The Council will also embark on the renovation of Gnien il-Kunsill and the building of an underground bring-in-site in Triq il-Pellegrinagg tar-Roti. Other projects will include the restoration of the animal trough in Triq Wied il-Ghajj. In order to achieve the mentioned programmes the Council has already secured the amount of €47,800 by way of Grants from the Central Government/EU, and will be trying to tap the funds available under the UIF amounting to €92,490.



Quinton Scerri  
Mayor



Duncan Busuttil  
Executive Secretary

# Budgeted Statement of Income and Expenditure

## DESCRIPTION

BUDGET Jan-Dec 2013 €	FORECAST Jan-Dec 2013 €	BUDGET Jan-Dec 2014 €	VARIANCE Bud-Bud €	VARIANCE Bud-Act €
--------------------------------	----------------------------------	--------------------------------	--------------------------	--------------------------

## Income

Funds received from Central Government (1)  
Income raised from Bye-Laws (2)  
Income raised from LES (3)  
Investment Income (4)  
Other Income (5)

840,850	767,775	722,009	(118,841)	(45,766)
9,900	12,978	10,000	100	(2,978)
7,200	(68,037)	10,700	3,500	78,737
600	1,605	600	-	(1,005)
33,000	7,350	2,000	(31,000)	(5,350)
<b>891,550</b>	<b>721,671</b>	<b>745,309</b>	<b>(146,241)</b>	<b>23,638</b>

## Expenditure

Personal Emoluments (6)  
Operations and Maintenance (7)  
Administration (8)  
Finance Cost (9)  
Other Expenditure (10)

154,325	123,261	157,430	3,105	34,169
429,300	411,437	483,700	54,400	72,263
41,650	41,284	48,150	6,500	6,866
-	-	-	-	-
-	54,341	115,822	115,822	61,481
<b>625,275</b>	<b>630,323</b>	<b>805,102</b>	<b>179,827</b>	<b>174,779</b>

## Surplus / Deficit

<b>266,275</b>	<b>91,348</b>	<b>(59,793)</b>	<b>(326,068)</b>	<b>(151,141)</b>
----------------	---------------	-----------------	------------------	------------------

## Budgeted Statement of Affairs

### DESCRIPTION

BUDGET as at 31 Dec 2013	FORECAST as at 31 Dec 2013	BUDGET as at 31 Dec 2014	VARIANCE Bud-Bud	VARIANCE Bud-Act
€	€	€	€	€

#### Non-current Assets

Property, Plant and Equipment (16)

1,175,528	973,326	1,198,524	22,996	225,198
-----------	---------	-----------	--------	---------

#### Current Assets

Inventories (11)

13,700	12,676	13,000	(700)	324
--------	--------	--------	-------	-----

Receivables (12)

86,602	144,064	235,500	148,898	91,436
--------	---------	---------	---------	--------

Cash and Cash Equivalents (13)

233,887	360,536	163,462	(70,425)	(197,074)
---------	---------	---------	----------	-----------

#### Total Current Assets

334,189	517,276	411,962	77,773	(105,314)
---------	---------	---------	--------	-----------

#### Current Liabilities (14)

Payables

491,798	547,953	465,000	(26,798)	(82,953)
---------	---------	---------	----------	----------

Current portion of Long-Term Borrowings

-	-	-	-	-
---	---	---	---	---

#### Total Current Liabilities

491,798	547,953	465,000	(26,798)	(82,953)
---------	---------	---------	----------	----------

#### Net Current Assets

(157,609)	(30,677)	(53,038)	104,571	(22,361)
-----------	----------	----------	---------	----------

#### Non-current liabilities (15)

-	-	-	-	-
---	---	---	---	---

#### Net Assets

1,017,919	942,649	1,145,486	127,567	202,837
-----------	---------	-----------	---------	---------

#### Reserves

Retained Funds

1,163,438	1,116,977	1,057,184	(106,254)	(59,793)
-----------	-----------	-----------	-----------	----------

## Financial Situation Indicator

### DESCRIPTION

BUDGET as at 31 Dec 2013	FORECAST as at 31 Dec 2013	BUDGET as at 31 Dec 2014
€	€	€

Current Assets

334,189	517,276	411,962
---------	---------	---------

Current Liabilities

491,798	547,953	465,000
---------	---------	---------

Total Long Term Liabilities

-	-	-
---	---	---

Commitments approved by Ministry

-	-	-
---	---	---

(157,609)	(30,677)	(53,038)
-----------	----------	----------

Government Allocation

840,850	767,775	722,009
---------	---------	---------

FSI

-18.74%	-4.00%	-7.35%
---------	--------	--------



## Cash Budget

	QTR 1	QTR 2	QTR 3	QTR 4	
DESCRIPTION	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	TOTAL
	2014	2014	2014	2014	2014
	€	€	€	€	€
<b>Cash Inflows</b>					
<b>Government cash inflows</b>	178,270	221,470	175,970	175,970	751,679
<b>Cash flows from Bye-Laws &amp; L.N fees</b>	2,500	2,500	2,500	2,500	10,000
<b>Local Enforcement cash flows</b>	2,675	2,675	2,675	2,675	10,700
<b>Finance cash flows</b>					
Loan Proceeds	-	-	-	-	-
Investment income	-	-	-	600	600
	-	-	-	600	600
<b>Capital cash flow</b>					
Proceeds from disposal of assets	-	-	-	-	-
	-	-	-	-	-
<b>Cash received from EU funds</b>		-	-	-	-
<b>Cash received from Twinning</b>	-	-	-	-	-
<b>Cash from Community Services</b>					-
<b>Other Cash Inflows</b>	500	500	500	500	2,000
<b>TOTAL Inflows</b>	183,945	227,145	181,645	182,245	774,979
<b>Cash Outflows</b>					
<b>Personal Emoluments</b>	31,070	43,945	31,070	51,345	157,430
<b>Operations &amp; Maintenance</b>	120,925	120,925	120,925	120,925	483,700
<b>Administration</b>	12,038	12,038	12,038	12,038	48,150
<b>Finance</b>	-	-	-	-	-
<b>Capital</b>					
Acquisition of property	-	-	-	-	-
Construction	-	-	-	-	-
Improvements	-	-	-	-	-
Special programmes	12,539	76,039	150,387	1,250	240,215
Equipment	-	-	-	-	-
	12,539	76,039	150,387	1,250	240,215
<b>Cash outflows re EU projects</b>	-	-	-	-	-
<b>Cash outflows re Twinning</b>	-	-	-	-	-
<b>Cash outflows re Community Services</b>	-	-	-	-	-
	-	-	-	-	-
<b>TOTAL Outflows</b>	176,572	252,947	314,420	185,558	929,495
<b>SURPLUS / (DEFICIT)</b>	7,373	(25,802)	(132,775)	(3,313)	(154,516)
<b>Brought forward (Bank /Cash Bal.)</b>	316,978	324,351	298,550	165,775	316,978
<b>Carry forward</b>	324,351	298,550	165,775	162,462	162,462

### Detailed Estimates of Income

#### 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		
2013	2013	2013	2013	2014	Bud-Bud	Bud-Act
€	€	€	€	€	€	€

#### Income

##### 1 Funds received form Cental Government:

0001 In terms of section 55 CAP 363	692,945	522,984	174,554	697,538	703,879	10,934	6,341
0002-0004 In terms of section 58 CAP 363	-	-	-	-	-	-	-
0005-0019 Other Income	147,905	60,362	9,875	70,237	18,130	(129,775)	(52,107)
	<b>840,850</b>	<b>583,346</b>	<b>184,429</b>	<b>767,775</b>	<b>722,009</b>	<b>(118,841)</b>	<b>(45,766)</b>

##### 2 Bye-Laws & Legal Fees

0021-0025 Community Services	400	732	593	1,325	400	-	(925)
0026-0035 Income from Permits	9,500	10,275	1,378	11,653	9,600	100	(2,053)
	<b>9,900</b>	<b>11,007</b>	<b>1,971</b>	<b>12,978</b>	<b>10,000</b>	<b>100</b>	<b>(2,978)</b>

##### 3 Local Enforcement Income

0036-0037 Contraventions	3,200	3,714	(79,718)	- 76,004	3,200	-	79,204
0038-0050 Les Administrative Charges	4,000	6,004	1,963	7,967	7,500	3,500	(467)
	<b>7,200</b>	<b>9,718</b>	<b>(77,755)</b>	<b>- 68,037</b>	<b>10,700</b>	<b>3,500</b>	<b>78,737</b>

##### 4 Investment Income

0091-0095 Bank interest	600	340	1,265	1,605	600	-	(1,005)
0096-0099 Income received from Government Securities	-	-	-	-	-	-	-
	<b>600</b>	<b>340</b>	<b>1,265</b>	<b>1,605</b>	<b>600</b>	<b>-</b>	<b>(1,005)</b>

5 0056-0065 Sponsorships	-	-	-	-	-	-	-
0066-0069 Documents & Information	2,000	1,750	921	2,671	2,000	-	(671)
0070-0075 EU Funds	-	-	-	-	-	-	-
0076-0080 Twinning	10,000	-	-	-	-	(10,000)	-
0081-0089 Insurance Claims	1,000	-	-	-	-	(1,000)	-
0100-0109 General Income	-	-	-	-	-	-	-
0110-0119 Donations	-	-	-	-	-	-	-
0120-0129 Contributions	20,000	2,375	-	2,375	-	(20,000)	(2,375)
Refund of expenses	-	-	2,304	2,304	-	-	(2,304)
	<b>33,000</b>	<b>4,125</b>	<b>3,225</b>	<b>7,350</b>	<b>2,000</b>	<b>(31,000)</b>	<b>(5,350)</b>

#### Total

<b>891,550</b>	<b>608,536</b>	<b>113,135</b>	<b>721,671</b>	<b>745,309</b>	<b>(146,241)</b>	<b>23,638</b>
----------------	----------------	----------------	----------------	----------------	------------------	---------------

### 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		
2013	2013	2013	2013	2014	Bud-Bud	Bud-Act
€	€	€	€	€	€	€

#### 6 Personal Emoluments

1100-1101 Mayor & Councillor's Allowance	20,746	18,049	6,752	24,801	25,600	4,854	799
1200 Employees' Salaries & Wages	105,500	61,546	18,162	79,708	105,000	(500)	25,292
1300 Bonuses	3,075	1,607	568	2,175	1,340	(1,735)	(835)
1400 Income Supplements	7,454	-	5,662	5,662	8,890	1,436	3,228
1500 Social Security Contributions	10,700	5,773	1,593	7,366	9,700	(1,000)	2,334
1600 Allowances	1,850	1,224	408	1,632	1,900	50	268
1700 Overtime	5,000	1,568	349	1,917	5,000	-	3,083
	<b>154,325</b>	<b>89,767</b>	<b>33,494</b>	<b>123,261</b>	<b>157,430</b>	<b>3,105</b>	<b>34,169</b>

#### 7 Operations and Maintenance

2100-2149 Public Utilities	5,000	-	-	-	5,000	-	5,000
2200-2259 Materials & Supplies	2,000	631	441	1,072	2,000	-	928
2300-2399 Repairs & Upkeep	50,000	21,949	9,981	31,930	50,000	-	18,070
2400-2449 Rent	1,000	-	-	-	1,000	-	1,000
3066 Street Lighting	20,000	10,635	3,050	13,685	20,000	-	6,315
3020 Lease of Equipment	100	-	23	23	100	-	77
3030 Insurance	3,000	1,591	450	2,041	3,000	-	959
3035 Bank Charges	500	63	20	83	500	-	417
3038 Penalties	-	-	-	-	-	-	-
3040 Waste Disposal	700	-	386	386	700	-	314
3041 Refuse Collection	166,000	147,384	50,904	198,288	200,000	34,000	1,712
3042 Bulky Refuse Collection	26,000	9,760	4,030	13,790	26,000	-	12,210
3043 Bins on wheels	-	-	-	-	-	-	-
3045 Bring in sites	500	540	350	890	500	-	(390)
3050-3051 Road & Street Cleaning	58,000	45,178	17,122	62,300	62,000	4,000	(300)
3052 Cleaning & Maintenance of Non-Urban Areas	5,500	3,912	1,353	5,265	5,700	200	435
3053 Cleaning of Public Conveniences	20,000	9,044	3,278	12,322	20,000	-	7,678
3055 Cleaning of Council Premises	3,600	2,485	754	3,239	3,600	-	361
3060 Other Contractual Services	4,000	1,097	568	1,665	4,000	-	2,335
3061 Cleaning & Maintenance of Parks & Gardens	6,000	4,043	217	4,260	6,000	-	1,740
3062 Cleaning & Maintenance of Soft Areas	14,000	13,371	4,172	17,543	20,000	6,000	2,457
3063 Cleaning & Maintenance of Beaches & CA	-	-	-	-	-	-	-
3064 Cleaning & Maintenance of Country Non-Urban	-	-	-	-	-	-	-
3070-3090 Consultation Fees	-	-	-	-	-	-	-
3100-3139 Contract & Project Management	1,500	1,150	-	1,150	1,500	-	350
3300-3379 Hospitality	29,800	33,575	5,108	38,683	40,000	10,200	1,317
3380-3389 Community	100	300	540	840	100	-	(740)
3390-3394 Donations	-	-	-	-	-	-	-
3600-3694 Local Enforcement Expenses	2,000	1,032	950	1,982	2,000	-	18
3700-3799 EU Projects	-	-	-	-	-	-	-
3800-3899 Twinning	10,000	-	-	-	10,000	-	10,000
	<b>429,300</b>	<b>307,740</b>	<b>103,697</b>	<b>411,437</b>	<b>483,700</b>	<b>54,400</b>	<b>72,263</b>



**Detailed Estimates of Expenditure (Continued)**

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		
	2013	2013	2013	2013	2014	Bud-Bud	Bud-Act
	€	€	€	€	€	€	€
<b>8 Administration &amp; Other Expenditure</b>							
2150-2199 Office Utilities	10,000	6,975	5,408	12,383	10,000	-	(2,383)
2260-2299 Office Materials & Supplies	-	-	1,097	1,097	1,000	1,000	(97)
2450-2499 Office Rent	-	1,094	250	1,344	1,000	1,000	(344)
2500-2599 National & International Memberships	400	72	25	97	400	-	303
2600-2699 Office Services	7,000	3,302	1,913	5,215	7,000	-	1,785
2700-2799 Transport	5,000	2,876	1,617	4,493	5,000	-	507
2800-2899 Travel	3,000	1,413	-	1,413	3,000	-	1,587
2900-2999 Information Services	8,000	3,460	1,559	5,019	6,000	(2,000)	981
3140-3199 Professional Services	6,000	6,527	3,491	10,018	12,500	6,500	2,482
3200-3299 Training	2,000	140	-	140	2,000	-	1,860
3345 Office Hospitality	-	-	-	-	-	-	-
3400-3499 Incidental Expenses	250	30	35	65	250	-	185
	-	-	-	-	-	-	-
	<b>41,650</b>	<b>25,889</b>	<b>15,395</b>	<b>41,284</b>	<b>48,150</b>	<b>6,500</b>	<b>6,866</b>
<b>9 Finance Costs</b>							
3036 Interest on Bank Loan	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b># Other Expenditure</b>							
3500-3599 Loss / (Profit) on Disposal of assets	-	-	1,665	1,665	-	-	(1,665)
3695 Increase/(Decrease) in allowance for bad debts	-	31,676	(79,951)	(48,275)	-	-	48,275
8000-8099 Depreciation	-	49,131	51,820	100,951	115,822	115,822	14,871
	-	80,807	(26,466)	54,341	115,822	115,822	61,481
<b>Total</b>	<b>625,275</b>	<b>504,203</b>	<b>126,120</b>	<b>630,323</b>	<b>805,102</b>	<b>179,827</b>	<b>174,779</b>

**Detailed Estimates of Statement Of Affairs**

**DESCRIPTION**

A	B	C	D (B + C)	E	F (E - A)	G (E - D)
BUDGET Jan-Dec	ACTUAL as at 30-Sep	FORECAST changes from 30 Sep-31 Dec	TOTAL as at 31-Dec	BUDGET Jan-Dec	VARIANCE Bud-Bud	VARIANCE Bud-Act
2013	2013	2013	2013	2014		
€	€	€	€	€	€	€

# **Inventory**

5201-5249 Stationery  
5250-5299 Consumables  
Books

-	-	-	-	-	-	-
-	-	-	-	-	-	-
13,700	13,178	(502)	12,676	13,000	(700)	324
<b>13,700</b>	<b>13,178</b>	<b>(502)</b>	<b>12,676</b>	<b>13,000</b>	<b>(700)</b>	<b>324</b>

# **Receivables**

0201-0209 Receivables  
0210-0219 LES Receivables  
0220-0229 Receivables from EU  
0250 Prepayments & Accrued income  
Government Grants

59,196	51,556	723	52,279	200,000	140,804	147,721
20,377	-	-	-	-	(20,377)	-
-	-	-	-	-	-	-
7,029	1,667	3,660	5,327	5,000	(2,029)	(327)
-	53,658	32,800	86,458	30,500	30,500	(55,958)
<b>86,602</b>	<b>106,881</b>	<b>37,183</b>	<b>144,064</b>	<b>235,500</b>	<b>148,898</b>	<b>91,436</b>

# **Cash & Equivalents**

5001-5099 Bank & Cash Balances

233,887	399,436	(38,900)	360,536	163,462	(70,425)	(197,074)
<b>233,887</b>	<b>399,436</b>	<b>(38,900)</b>	<b>360,536</b>	<b>163,462</b>	<b>(70,425)</b>	<b>(197,074)</b>

# **Payables**

4000 Payables  
4100 Accruals  
4150 Deferred Income  
Current portion of Long-Term Borrowings  
Amounts due to other Councils

228,178	146,724	129,565	276,289	220,000	(8,178)	(56,289)
58,834	34,811	2,698	37,509	40,000	(18,834)	2,491
197,511	204,635	24,553	229,188	200,000	2,489	(29,188)
-	-	-	-	-	-	-
7,275	4,769	198	4,967	5,000	(2,275)	33
<b>491,798</b>	<b>390,939</b>	<b>157,014</b>	<b>547,953</b>	<b>465,000</b>	<b>(26,798)</b>	<b>(82,953)</b>

# **Non Current Liabilities**

4200 Long Term Borrowings

-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-