



# **Qala Local Council**

## **Annual Budget**

**2011**

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**1.0 Overview and Summary (cont.)**

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**Income**

For the financial year 2011, the Local Council is being allocated from the Central Government the amount of €246,986. The Council is assuming that it will obtain €84,606 from government and other entities schemes. The Council is assuming that it will obtain €800 from tender document charges, €1,000 from water services reinstatement works, €2,200 from permits, €7,000 from sponsorships for expenses incurred for the organisation of the Qala International Folk Festival 2011 and €400 from bank interest. Also the funds at bank left from the previous year is going to be carried over for the financial year 2011.

**Expenditure****Personal Emoluments**

The Local Council is allocating the average amount of €48,384 for Personal Emoluments. This amount covers the Mayor's Allowance, Executive Secretary's salary, Clerk's salary, bonuses, income supplements & social security contributions.

**Operations and Maintenance**

The Local Council is allocating the average amount of €165,100 for Operations and Maintenance. This amount consists of the following:

The average amount of €8,000 for telephone, fax, water and electricity expenses.

For materials and supplies the Local Council is allocating an average amount of €100.

€18,000 is being allocated for repair and upkeep which includes repairs of streets and pavements, repairs of walkways, repairs of road signs and markings, repairs of office furniture and equipment, repairs of plant and equipment, sundry repairs, council property repairs, bus shelter repairs and other repairs and upkeep.

As for rent, lease for the administration and use of government property by the Qala Local Council which include St Anthony's Battery, a site at Imgarr Road (*Grunju* area) of which part has been developed into a leisure park and the remaining part is to be developed into a sports and recreation park, a site at Bishop Mikiel Buttigieg Street which has been developed into a Civic Centre which includes the Local Council's Administrative Offices and premises at 28<sup>th</sup> April 1688 Street which is to be transferred into a Folklore Museum, the Council is allocating the average amount of €4,000.

The average amount of €500 is being allocated for national/international memberships.

For office services the Local Council is allocating the average amount of €1,400. This includes printing, stationery, subscriptions, couriers, documentation, postage and other office services.

The average amount of €1,000 is being allocated for transport expenses.

The average amount of €2,000 is being allocated for travelling expenses.

The average amount of €3,000 is being allocated for information services, which includes public relations expenses, advertising, publications, publication of the Council newsletter, sponsorships, fairs and exhibitions expenses and library expenses.

The average amount of €85,000 is being allocated for contractual services. This amount includes lease of equipment, insurance premiums, bank charges, mixed waste collection, waste separation collection, collection of bulky refuse, provision and emptying of two open skips, hire and emptying of separation bins, storage and transportation of Council tools, street sweeping and cleaning, cleaning and maintenance of public conveniences, cleaning and maintenance of parks/gardens, cleaning and maintenance of soft areas (verges), cleaning of Council premises, other cleaning services, street lighting and maintenance services, local enforcement expenditure and other contractual services.

For professional services the Council is allocating the sum of €6,000.

**1.0 Overview and Summary (cont.)**

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The average amount of €100 is being allocated for training expenses.

The average amount of €35,000 is being allocated for community and hospitality which includes, entertainment, conference expenses, visits by foreign dignitaries or delegations (town twinning project), other hospitality costs, annual general meeting expenses, social and cultural events, community services and donations.

The average amount of €1,000 is being allocated for incidental expenses.

**Capital Expenditure**

The Council is allocating the average amount of €127,000 for Capital Expenditure. This amount consists of the following:

The average amount of €5,000 is being allocated for construction works.

The average amount of €400 is being allocated for office furniture and fittings, whilst another €100 is being allocated for office equipment.

The average amount of €600 is being allocated for urban improvements.

The average amount of €900 is being allocated for plant and equipment.

The average amount of €22,000 is being allocated for the Resurfacing of roads.

The average amount of €17,000 is being allocated for Community Hall within the Civic Centre.

The average amount of €24,000 is being allocated for the Sports and Recreation Park whilst €55,000 is being allocated for the installation of Photovoltaic Systems at this Park.

The average amount of €2,000 is being allocated for St. Anthony's Battery.

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Paul Buttigieg  
Mayor

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Marcia Borg  
Executive Secretary

**2.0 Estimates of Income and Expenditure****2.1 Consolidated Estimates of Income and Expenditure**

ACCT NO.	DESCRIPTION	a	b	c	c-a/a-c	c-b/b-c
		BUDGET 2010 (€)	ACTUAL 2010 (€)	BUDGET 2011 (€)	VAR BUD-BUD (€)	VAR BUD-ACT (€)
<b>2</b>	<b>Income</b>					
0000	Government	248,164.00	248,164.10	331,592.00	83,428.00	83,427.90
0020	Bye-laws	10,500.00	21,193.37	11,000.00	500.00	(10,193.37)
0090	Investment	200.00	264.98	400.00	200.00	135.02
	TOTAL	<b>258,864.00</b>	<b>269,622.45</b>	<b>342,992.00</b>	<b>84,128.00</b>	<b>73,369.55</b>
<b>1</b>	<b>Expenditure</b>					
1000	Personal emoluments	44,657.00	51,133.38	48,384.00	(3,727.00)	2,749.38
2000	Operations and maintenance	170,000.00	167,556.29	165,100.00	4,900.00	2,456.29
7000	Capital Expenditure	44,000.00	26,216.01	127,000.00	(83,000.00)	(100,783.99)
	TOTAL	<b>258,657.00</b>	<b>244,905.68</b>	<b>340,484.00</b>	<b>(81,827.00)</b>	<b>(95,578.32)</b>
	<b>Balance</b>	<b>207.00</b>	<b>24,716.77</b>	<b>2,508.00</b>	<b>2,301.00</b>	<b>(22,208.77)</b>

**Estimates of Income and Expenditure (cont.)****2.2 Detailed Estimates of Income**

ACCT NO.	DESCRIPTION	a	b	c	c-a	c-b
		BUDGET 2010 (€)	ACTUAL 2010 (€)	BUDGET 2011 (€)	VAR BUD-BUD (€)	VAR BUD-ACT (€)
<b>2</b>	<b>Income</b>					
0000	Government					
0001	Annual	248,164.00	248,164.10	246,986.00	(1,178.00)	(1,178.10)
0002	Supplementary					
0003	Special needs					
0004	Public/government entities			67,606.00	67,606.00	67,606.00
0015	Other			17,000.00	17,000.00	17,000.00
		<b>248,164.00</b>	<b>248,164.10</b>	<b>331,592.00</b>	<b>83,428.00</b>	<b>83,427.90</b>
0020	Bye-Laws					
0021	Community Services	7,500.00	13,309.76	7,000.00	(500.00)	(6,309.76)
0036	Contravention of bye-laws		54.21			(54.21)
0056	Contributions and donations		7,129.40			(7,129.40)
0066	General	3,000.00	700.00	4,000.00	1,000.00	3,300.00
		<b>10,500.00</b>	<b>21,193.37</b>	<b>11,000.00</b>	<b>500.00</b>	<b>(10,193.37)</b>
0090	Investment					
0091	Bank interest	200.00	264.98	400.00	200.00	135.02
0096	Government securities					
		<b>200.00</b>	<b>264.98</b>	<b>400.00</b>	<b>200.00</b>	<b>135.02</b>
<b>TOTAL</b>		<b>258,864.00</b>	<b>269,622.45</b>	<b>342,992.00</b>	<b>84,128.00</b>	<b>73,369.55</b>

**Notes:**

- The amount of €17,891.12 in the Community Services (Acct. No. 0021) in the Actual 2009 column includes €4,500, €4,200 and €400 which were sponsors the Qala Local Council received from the Parliamentary Secretariat for Consumers, Fair Competition, Local Councils and Public Dialogue, Ministry of Finance, the Economy and Investment and APS Bank Ltd respectively for part of the expenses incurred regarding the Qala International Folk Festival. €7,425.12 received from the European Commission for hosting of a Portugal group during Qala International Folk Festival. €900 and €466 received from the Parliamentary Secretariat for Consumers, Fair Competition, Local Councils and Public Dialogue regarding *Inizjattiva Premju Lokaltijiet Indaf* and additional funds for the administration of branch library, respectively.

**Estimates of Income and Expenditure (cont.)****2.3 Detailed Estimates of Expenditure**

ACCT NO.	DESCRIPTION	a	b	c	a-c	b-c
		BUDGET 2010 (€)	ACTUAL 2010 (€)	BUDGET 2011 (€)	VAR BUD-BUD (€)	VAR BUD-ACT (€)
<b>1</b>	<b>Expenditure</b>					
1000	Personal Emoluments					
1100	Mayor's allowance	6,364.00	8,923.83	6,000.00	364.00	2,923.83
1200	Employee salaries and wages	32,185.00	29,988.83	30,000.00	2,185.00	(11.17)
1300	Bonuses	3,000.00	2,984.08	3,000.00		(15.92)
1400	Income supplements	384.00	388.68	384.00		4.68
1500	Social Security contributions	2,724.00	2,447.96	2,600.00	124.00	(152.04)
1600	Allowances		6,400.00	6,400.00	(6,400.00)	
1700	Overtime					
		<b>44,657.00</b>	<b>51,133.38</b>	<b>48,384.00</b>	<b>(3,727.00)</b>	<b>2,749.38</b>
2000	Operations and maintenance					
2100	Utilities	12,000.00	8,596.23	8,000.00	4,000.00	596.23
2200	Materials and supplies	100.00	102.82	100.00		2.82
2300	Repair and upkeep	17,000.00	21,772.80	18,000.00	(1,000.00)	3,772.80
2400	Rent	3,800.00	4,235.80	4,000.00	(200.00)	235.80
2500	International memberships	700.00	1,272.40	500.00	200.00	772.40
2600	Office services	1,300.00	3,143.58	1,400.00	(100.00)	1,743.58
2700	Transport	2,500.00	2,111.29	1,000.00	1,500.00	1,111.29
2800	Travel	400.00		2,000.00	(1,600.00)	(2,000.00)
2900	Information services	3,200.00	4,155.57	3,000.00	200.00	1,155.57
3000	Contractual services	85,000.00	89,466.13	85,000.00		4,466.13
3100	Professional services	4,500.00	4,556.04	6,000.00	(1,500.00)	(1,443.96)
3200	Training	100.00		100.00		(100.00)
3300	Community and hospitality	39,000.00	27,821.04	35,000.00	4,000.00	(7,178.96)
3400	Incidental expenses	400.00	322.59	1,000.00	(600.00)	(677.41)
		<b>170,000.00</b>	<b>167,556.29</b>	<b>165,100.00</b>	<b>4,900.00</b>	<b>2,456.29</b>
7000	Capital Expenditure					
7001	Acquisition of property					
7100	Construction	1,000.00		5,000.00	(4,000.00)	(5,000.00)
7200	Improvements	1,500.00	1,550.00	1,000.00	500.00	550.00
7300	Equipment	1,500.00	5,852.02	1,000.00	500.00	4,852.02
7500	Special programmes	40,000.00	18,813.99	120,000.00	(80,000.00)	(101,186.01)
		<b>44,000.00</b>	<b>26,216.01</b>	<b>127,000.00</b>	<b>(83,000.00)</b>	<b>(100,783.99)</b>
<b>TOTAL</b>		<b>258,657.00</b>	<b>244,905.68</b>	<b>340,484.00</b>	<b>(81,827.00)</b>	<b>(95,578.32)</b>

**Notes:**

1. The Personal Emoluments (Acct. No. 1000) amount in the Budget 2011 column is assumed to increase due to cost of living increases.
2. The Contractual Services (Acct. No. 3000) amount in the Budget 2011 column is assumed to increase due to existing contracts, for when they expire, the prices of the contracts chosen may increase. Also this amount is assumed to increase due to additional contracts the Council may possess in future.

**3.0 Capital Expenditure Estimates**

Acct. No. Project No.	Capital Expenditure  Project Description	2010 CARRY OVER		2011 BUDGET		2011
		ACCNT €	PROJECT €	ACCNT €	PROJECT €	ACCNT TOTAL €
7001	Acquisition of property					
7100	Construction	1,000.00	1,000.00	4,000.00	4,000.00	5,000.00
7200 7210 7240	Improvements Office Furniture and Fittings Urban Improvements			1,000.00	400.00 600.00	1,000.00
7300 7310 7320	Equipment Office Equipment Plant and Equipment			1,000.00	100.00 900.00	1,000.00
7500 7502 7512 7513/7516 7515 7530	Special programmes Resurfacing of roads Civic Centre - Community Hall Sports Recreation Park/Picnic area PV's Sports Recreation Park St Anthony's Battery	23,825.00	22,000.00    1,825.00	96,175.00	 17,000.00 24,000.00 55,000.00 175.00	120,000.00
		<b>24,825.00</b>		<b>102,175.00</b>		<b>127,000.00</b>

## 4.0 Cash Budget

DESCRIPTION	QTR 4	QTR 1	QTR 2	QTR 3	QTR 4	TOTAL 2011 (€)
	OCT-DEC 2010 (€)	JAN-MAR 2011 (€)	APR-JUN 2011 (€)	JUL-SEP 2011 (€)	OCT-DEC 2011 (€)	
<b>Income</b>						
Government						
Annual	279.52	61,746.50	61,746.50	61,746.50	61,746.50	246,986.00
Supplementary						
Special needs						
Public/government entities					67,606.00	67,606.00
Other					17,000.00	17,000.00
Bye-Laws						
Community services	17,314.76				7,000.00	7,000.00
Contravention of bye-laws						
Contributions and donations	6,822.80					
General services	700.00	1,000.00	1,000.00	1,000.00	1,000.00	4,000.00
Investment						
Bank interest	264.98				400.00	400.00
Government securities						
<b>TOTAL</b>	<b>25,382.06</b>	<b>62,746.50</b>	<b>62,746.50</b>	<b>62,746.50</b>	<b>154,752.50</b>	<b>342,992.00</b>
<b>Expenditure</b>						
Personal Emoluments						
Mayor's Allowance	4,681.15	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00
Employee salaries and wages	9,197.31	7,500.00	7,500.00	7,500.00	7,500.00	30,000.00
Bonuses	2,757.92		135.00		2,865.00	3,000.00
Income supplements	246.92	121.00		263.00		384.00
Social Security contributions	674.57	650.00	650.00	650.00	650.00	2,600.00
Allowances	3,200.00		3,200.00		3,200.00	6,400.00
Overtime						
Operations and maintenance						
Utilities	4,370.84	2,000.00	2,000.00	2,000.00	2,000.00	8,000.00
Materials and supplies		25.00	25.00	25.00	25.00	100.00
Repair and upkeep	2,112.33	4,500.00	4,500.00	4,500.00	4,500.00	18,000.00
Rent	(970.57)	1,000.00	1,000.00	1,000.00	1,000.00	4,000.00
International memberships	1,062.40	125.00	125.00	125.00	125.00	500.00
Office Services	335.79	350.00	350.00	350.00	350.00	1,400.00
Transport	41.30	250.00	250.00	250.00	250.00	1,000.00
Travel				2,000.00		2,000.00
Information services	1,337.22	750.00	750.00	750.00	750.00	3,000.00
Contractual services	25,511.37	21,250.00	21,250.00	21,250.00	21,250.00	85,000.00
Professional services	891.33	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00
Training		25.00	25.00	25.00	25.00	100.00
Community and hospitality	11,640.99	8,750.00	8,750.00	8,750.00	8,750.00	35,000.00
Incidental expenses	36.00	250.00	250.00	250.00	250.00	1,000.00
Capital Expenditure						
Acquisition of property						
Construction				2,500.00	2,500.00	5,000.00
Improvements to property			500.00	500.00		1,000.00
Equipment	815.00		500.00	500.00		1,000.00
Special programmes	11,959.95	30,000.00	30,000.00	30,000.00	30,000.00	120,000.00
<b>TOTAL</b>	<b>79,901.82</b>	<b>80,546.00</b>	<b>84,760.00</b>	<b>86,188.00</b>	<b>88,990.00</b>	<b>340,484.00</b>
<b>SURPLUS/DEFICIT</b>	<b>(54,519.76)</b>	<b>(17,799.50)</b>	<b>(22,013.50)</b>	<b>(23,441.50)</b>	<b>65,762.50</b>	<b>2,508.00</b>
<b>BROUGHT FORWARD</b>	<b>188,971.66</b>	<b>134,451.90</b>	<b>116,652.40</b>	<b>94,638.90</b>	<b>71,197.40</b>	<b>134,451.90</b>
<b>CARRY FORWARD</b>	<b>134,451.90</b>	<b>116,652.40</b>	<b>94,638.90</b>	<b>71,197.40</b>	<b>136,959.90</b>	<b>136,959.90</b>



**Cash Budget (cont.)**

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**Notes:**

1. The amount of €136,959.90 carry forward in the Total 2011 column, compensates for the creditors account balance as at 30th September 2010, which amount to €102,765.52.
2. The amount of €188,971.66 brought forward in the Oct-Dec 2010 column includes the following:

• APS Current Account No. 1221653002-0	€ 15,708.36
• APS Savings Account No. 2000044817-9	€104,805.94
• BOV Current Account No. 12421776011	€ 14,688.24
• BOV Current Account No. 12421776024	€ 91.96
• Petty Cash Account	€ 3.26
3. The Local Council also has LES Debtors amounting to €46.59. These are not included in the brought forward in the Oct-Dec 2009 column.
4. The Local Council also has an APS Loan Account No. 2000041000-0 which as at 30th September 2009 amounted to €56,391.59.

**5.0 Forecasted Indicators to Measure Performance**

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**5.1 Indicators to measure cost and efficiency performance**

51ANNBUD.XLT 1

**5.2 Indicators to measure effectiveness performance**

51ANNBUD.XLT 2

*Forecasted Indicators to Measure Performance (contd.)*

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**Notes:**

*Forecasted Indicators to Measure Performance (cont.)*

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**5.3 Variance Comparison of Works Indicators - YEAR vs. YEAR**

Chart 12 51ANNBUD.XLT

Road Repair and maintenance

Chart 14 51ANNBUD.XLT

Walkway repair and maintenance

Chart 13 51ANNBUD.XLT

Road marking

Chart 15 51ANNBUD.XLT

Signs maintenance

*Forecasted Indicators to Measure Performance (cont.)*

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**5.3 Variance Comparison of Works Indicators YEAR+1 vs. YEAR**

Chart 16 51ANNBUD.XLT

Chart 17 51ANNBUD.XLT

Refuse Collection

Street sweeping

Chart 18 51ANNBUD.XLT

Chart 19 51ANNBUD.XLT

Public conveniences

Gardens and verges

Chart 20 51ANNBUD.XLT

Beach cleaning