



Corte Capitanale

Annual Administrative Report 2025

Mdina Local Council (Città Notabile)

Reporting Period: 1st January 2025 to 31st December 2025

1. Executive Summary

During the calendar year 2025, the Mdina Local Council fulfilled its administrative and operational duties in accordance with the Local Councils Act (Cap. 363). The Council convened **12 ordinary meetings**, approving and managing a wide range of projects including emergency tree removal, the installation of perimeter fencing at Howard Gardens (€68,726), the successful organisation of the Medieval Mdina festival (supported by €20,000 from the Malta Tourism Authority), and the commencement of a three-year heritage lantern restoration programme. The Council also initiated amendments to its Bye-Laws to regulate unauthorised street performances, advanced new CCTV infrastructure for traffic control, and maintained rigorous financial oversight with quarterly reports and audited annual statements.

2. Introduction

2.1 Legal Framework

This report is submitted in compliance with the Local Councils Act (Cap. 363), presenting the activities and financial performance of the Mdina Local Council for the year ended 31st December 2025.

2.2 The Mdina Local Council for 2025

- **Mayor:** Peter Sant Manduca
- **Vice-Mayor:** Joseph Debono
- **Councillors:** Mary Ann Sultana, Anthony Barbaro Sant, Camille Scerri
- **Executive Secretary:** Mark Mallia

3. Operational Activities

3.1 Council Meetings

Meeting No.	Date	Key Agenda Items
08	20 January 2025	Emergency tree removal, 2025 Budget approval, CCTV handover, performance bonuses for 2024
09	17 February 2025	Q4 2024 financial report, Medieval Mdina planning, annual financial statement 2024
10	24 March 2025	Howard Gardens fence tender (€68,726), fireworks policy, Medieval Mdina MTA funding
11	28 April 2025	Pre-Medieval Mdina street cleaning, bus shelter survey, audited financial adjustments
12	28 May 2025	2024 Administrative Report approval, commemorative coins, Medieval Mdina post-event review
13	23 June 2025	Howard Gardens railings update, boundary clarification with Rabat Council, Mdina Day planning
14	28 July 2025	Recessed lighting tender (€25,000), Bye-Law amendments for buskers, decorative lighting application
15	20 August 2025	BBQ for Mdina Day, warning letters to commercial establishments, car show approval
16	15 September 2025	Business Plan 2025-2029 approval, Bye-Law adoption.
17	20 October 2025	New dustbins, Christmas lighting tender
18	17 November 2025	Christmas lighting award (€6,000), Q3 financial report, CCTV funding application

Meeting No.	Date	Key Agenda Items
19	18 December 2025	Performance bonuses for 2025, Bye-Law update from DLG, Mdina Grand Prix 2026 planning

The Council held **12 ordinary meetings** during 2025, all chaired by the Mayor at the Corte Capitanale. A full list of meeting dates and primary agenda items is provided below:

3.2 Maintenance and Infrastructure Works

3.2.1 Emergency Works (January)

On 16 January 2025, ERA officials requested immediate intervention to remove two trees located within the Mdina playground that posed a serious risk to public safety due to an impending storm. The Council engaged a contractor via direct order to carry out the urgent removal.

3.2.2 Howard Gardens Perimeter Fencing (March – December)

A call for offers (MLC04/2024) for the installation of fencing around Howard Gardens closed on 20 January 2025. An evaluation board was appointed, and at the meeting of 24 March 2025, the Council approved the lowest compliant offer amounting to **€68,725.76 (VAT excluded)**. Manufacturing of the railings began in June, with the contract stipulating installation within six months. By October, installation works were underway. Once completed, Ambjent Malta will supply hedges to be planted around the fence.

3.2.3 Road and Pavement Maintenance

- **New Paving (February – October):** Infrastructure Malta issued a call for offers for the installation of new pavement in specific areas within Mdina. The Council was informed that works would begin after the Medieval Mdina festival (May) and later updated to late October 2025.
- **Emergency Bush Hammering (October):** Following the first days of rain, the Council engaged a contractor for urgent bush hammering works on Triq L-Imħazen, Mtarfa Gate, Triq Mesquita, and near the zebra crossing at Casino Notabile. This was carried out to prevent slipping hazards and avoid injury to pedestrians. A bent pole at the Saqqajja zebra crossing was also flagged for replacement.

3.2.4 Street Lighting and Decorative Lighting

- **LED Conversion:** Conversion of remaining luminaires to LED technology continued throughout the year to improve energy efficiency while maintaining the aesthetic character of the Silent City.
- **Recessed Floor Lighting (July – September):** The Council unanimously decided to issue a call for offers for the purchase of recessed floor lighting to

be installed within Mdina. The Council's architect was engaged to prepare the tender documents, with the project estimated to cost the Council **€25,000**. Installation will be carried out by the Council's handyman.

- **Howard Gardens Decorative Lighting (July):** The Council resolved to apply to the Planning Authority under the Development Planning Fund scheme for the purchase and installation of decorative lamps within Howard Gardens, replacing the existing lighting bollards. The Council's architect was instructed to prepare the necessary application documents and to obtain a quotation from an electrical engineer for the Bill of Quantities, which amounted to **€2,124**.
- **Christmas Decorations (November – December):** A call for quotations for Christmas decorative lighting was issued. The single offer received, amounting to **€6,000 (VAT excluded)**, was approved unanimously.

3.2.5 Heritage Conservation

- **Restoration Directorate Agreement (September):** The Council signed a three-year agreement with the Restoration Directorate, under which the Council will benefit from funds to restore the decorative lanterns located within Mdina.
- **Assault Niche Restoration (November):** Restoration works on the Assault Niche on Valletta Road were completed.
- **Milestone Donation (October):** The Mdina Cathedral Chapter donated to the Council a historic milestone that was originally located at Porta Reale, the old entrance to Mdina.
- **Għajn tas-Saqqajja Restoration (June – October):** Following discussions regarding the boundaries between Mdina and Rabat concerning a spring located on the Saqqajja hill under the Loggia of St Paul, the Restoration Directorate continued to pursue necessary works. New beams were scheduled to be installed in the weeks following the October meeting.

3.2.6 Other Maintenance Works

- **Horse Shelter (January):** The Council's handyman was engaged to carry out maintenance on the horse shelter.
- **Dangerous Structure (June):** The Police informed the Council of a dangerous structure opposite the Corte Capitanale. The Council confirmed with both the Police and the Lands Authority that the structure falls under the responsibility of Heritage Malta, not the Council.
- **Wardens for Weddings (October):** The Council decided that whenever a wedding takes place within Mdina, wardens should be engaged to supervise the area during the wedding hours to ensure that no vehicles are parked without a permit. Only the bride's car is permitted beyond loading/unloading.

3.3 Waste Collection and Cleaning Services

3.3.1 Routine Services

Domestic waste collection continued at a frequency of six times per week using small electric vehicles suited to the pedestrian-only environment. Recycling facilities

remained operational. Daily manual sweeping of the main thoroughfares was maintained throughout the year.

3.3.2 Summer Extra Cleaning (May)

The Council was informed that the Cleansing Department no longer offers an extra road washing service to Mdina during the summer months. Consequently, the Council approved the engagement of its own contractor to carry out washing of the main streets within Mdina during July, August, and September 2025.

3.3.3 New Dustbins

- **Howard Gardens (March):** The installation of new dustbins within Howard Gardens was completed.
- **Additional Dustbins (October – December):** The Mayor proposed installing more dustbins around Mdina. The Council approved the issuance of a call for quotations for seven new dustbins, with funding to be sought from the Western Region. By the December meeting, a quotation from a supplier was selected as the lowest offer with good quality.

3.3.4 Commercial Compliance (August)

The Mayor personally spoke to owners of commercial establishments who were repeatedly placing stock delivery boxes on the street. These boxes were creating an obstacle, and the Mayor instructed that they must be kept inside the shop until collection. A warning letter was also issued to the operator of the *gabbana* (kiosk) located in Howard Gardens regarding the daily cleaning of the area allocated to them.

3.4 Cultural Events and Activities

3.4.1 Medieval Mdina 2025 (3-4 May)

This was the Council's flagship cultural event for the year. Preparations began in January with the approval of quotations for an Events Manager and a Contracts Manager. In March, the Council passed a resolution confirming it was in a stable financial position to organise the event. Further quotations were approved for a social media campaign and a compere and for printing services. The Malta Tourism Authority approved an initial grant of €10,000, followed by an additional €10,000 in April, bringing total MTA support to €20,000.

Post-Event Note: During the festival, one of the leaders of a re-enactment group unfortunately passed away. As a result, some (but not all) Maltese re-enactment groups felt unable to continue participating. An agreement had been made with all Maltese groups that they would receive remuneration for their participation. The Council proposed, and approved, that those groups who did not participate for the full two days should receive half of the agreed amount.

3.4.2 Mdina Day (29 August)

The Council decided that Mdina Day would be organised on 29 August 2025 at Pjazza Mesquita. A caterer was engaged for the BBQ at a fixed price of €45 per person. As in previous years, distinguished guests including mayors forming part of the Western Region and the Parliamentary Secretary were invited.

3.4.3 Easter and Religious Events

- **Fireworks Permits:** The Council approved a request from the Archconfraternity of St Joseph for a fireworks display from Gomorino Bridge and the Tomba area for the feast of St Joseph.
- **Easter Torches (March):** The Council approved a request from the Archpriest of Mdina Cathedral to purchase torches to enhance the environment of the Holy Week festivities.
- **Additional Fireworks (October):** The Council approved a request for a fireworks display from Gomerino Bridge on 12 October 2025 for the Church of Santa Marija ta' Ġesù.

3.4.4 Other Approved Events

- **The Three Palaces Festival (13 April)** – organised by Festival Malta.
- **Fun Run (10K)** – organised by the Office of the President.
- **Car Show for Community Chest Fund (16 November)** – organised by the Old Motors Club, approved in September. An additional car show on the same date by the Office of the President was also approved.
- **Malta Marathon** – approved for December 2025 and February 2026.
- **Reality Show Filming** – approved for Camelot Media Ltd.
- **Car Show (16 November)** – organised by the Office of the President.

3.4.5 Events Not Approved

- **Gala Dinner (11 July)** – request from Din l-Art Ħelwa for an event at Pjazza San Pawl was not approved.
- **Fruit and Vegetable Hawker** – request for a permit was not approved.
- **Unauthorised Busking / Street Performers** – multiple requests were declined as no bye-law was in force at the time (see Section 5 below).
- **Photography Donation Request** – request from an individual to set up equipment in the streets for photographs in exchange for a donation was not approved.

3.4.6 Outing for the Elderly (March – June)

The Mayor informed the Council in March that an outing for the elderly should be organised. In June, the Council decided that this activity would take place on 20 June 2025.

3.5 CCTV and Traffic Management

3.5.1 New CCTV Cameras (January – February)

New CCTV cameras funded by the Western Region were installed outside Mdina. The Council agreed to terminate the electricity account for the old CCTV system that had

been installed since 2010. Responsibility for electricity bills for the new cameras was assumed by the Council. In February, the Mayor informed the Council that CCTV cameras installed at Greeks Gate and Triq Testaferrata had become operational, with the expectation that they would help re-establish order for vehicle traffic in front of Vilhena Gate and Greeks Gate.

3.5.2 Old CCTV Meter Termination (October)

The Council received a letter demanding payment of **€2,568.96** for electricity on CCTV cameras located at the car park entrance. These cameras had been installed over fifteen years ago and were originally the property of LESA, G4S, and the Northern Region. For unknown reasons, a former Executive Secretary had applied for an electricity meter in the Council's name, making the Council solely responsible for bills. A previous bill of over €8,000 in 2020 had been settled through an agreement among all parties involved. The Council approved the Executive Secretary's recommendation to have the meter removed entirely. To do so, all outstanding bills must be paid, and the Council authorised an offsetting arrangement using credits available on other Council meters.

3.5.3 LESA CCTV Funding Application (November)

The Council unanimously approved an application to LESA's Community Projects Fund 2024-2026 for the installation of a new CCTV system specifically designed to control vehicle entry and exit within Mdina.

3.6 Bus Shelters (April – July)

The Mayor reported that following a meeting with Faces Ltd and the Local Councils Association regarding the installation of new bus shelters in Mdina, the Council was required to commission a survey of the proposed area before the request could be considered.

3.7 Electric Vehicle Charging Pillars (November)

The Council was informed that two charging pillars will be installed outside Mdina in February 2026.

4. Financial Summary (2025)

4.1 Budget Approval

The **2025 Budget** was approved unanimously at the meeting of 20 January 2025.

4.2 Quarterly Financial Reports

Quarter	Period	Approval Date	Status
Q4 2024	October – December 2024	17 February 2025	Approved
Q1 2025	January – March 2025	28 May 2025	Approved
Q2 2025	April – June 2025	15 September 2025	Approved
Q3 2025	July – September 2025	17 November 2025	Approved

4.3 Annual Financial Statement 2024

The financial report for the year 2024 was presented to the Council on 17 February 2025 with the Council's accountant present. Following explanations and discussion, the report was approved unanimously. Subsequently, audited adjustments proposed by the National Audit Office were presented on 28 April 2025, and the amended annual financial report was approved. The management letter from the auditors and the Council's response were approved on 28 May 2025.

4.4 Schedule of Payments (Monthly Expenditure)

Meeting Date	Amount (€)
20 January 2025	71,874.85
17 February 2025	27,685.98
24 March 2025	27,220.93
28 April 2025	29,267.40
28 May 2025	67,947.13
23 June 2025	25,656.87
28 July 2025	41,922.10
20 August 2025	27,975.42
15 September 2025	22,424.51
13 October 2025	18,987.51

Meeting Date	Amount (€)
17 November 2025	20,640.17
18 December 2025	32,973.60

4.5 Performance Bonuses

Employee Category	Year	Bonus Percentage
Executive Secretary	2024	10%
Clerical Employee A	2024	6%
Clerical Employee B	2024	6%
Clerical Employee A	2025	10%
Clerical Employee B	2025	10%

4.6 Major Contract and Quotation Approvals (2025)

Project / Item	Amount (€)
Events Manager – Medieval Mdina	5,605
Contracts Manager	5,890.56
Laptop for Council	835
Howard Gardens Perimeter Fence	68,725.76
Christmas Decorative Lighting	6,000
Commemorative Coin Sets (total)	1,349.95
Electrical Engineer BOQ for Howard Gardens Lighting	2,124
Additional Bus Shelter Survey Embellishment	350
Easter Torches	472

4.7 External Funding Received or Applied For

Source	Purpose	Amount (€)	Status
Malta Tourism Authority	Medieval Mdina	20,000	Approved
Western Region	Summer extra road washing	3,000	Approved
Western Region	Seven new dustbins	5,000	Funding sought
Restoration Directorate	Decorative lantern restoration (3-year agreement)	6,000 per year	Signed
Planning Authority (DPF)	Decorative lighting – Howard Gardens	(application stage)	Applied
LESA Community Projects Fund	New CCTV for vehicle control	76,500	Applied

5. Bye-Law Amendments

At the meeting of 28 July 2025, the Council discussed the emerging problem of unauthorised buskers (street performers) within Mdina. As no bye-law was in force, enforcement was impossible. The Council instructed its lawyer to prepare the necessary amendments to Bye-Law K.L.B.L. 2/13/2018 (regulating the use of facilities within Mdina) to address this issue.

The amendments were approved by the Council on 15 September 2025. They were to be published in the Government Gazette and local newspapers for public consultation, after which they would be sent to the Department for Local Government for approval by the responsible Minister.

However, at the meeting of 18 December 2025, the Department for Local Government informed the Council that amendments concerning "street performers" cannot be included in this particular Bye-Law. The Council therefore instructed its Executive Secretary to inform the Council's lawyer to begin the process of drafting a separate, standalone Bye-Law specifically regulating street performers within Mdina.

6. Complaints, Claims, and Unresolved Matters

6.1 Claim for Damages – Zarb Coaches (September)

The Council received a letter from legal representatives demanding reimbursement of **€4,500** for damage to a vehicle allegedly caused by a tree obstructing the road on the bend between Saqqajja and Triq il-Mużew. The claim was accompanied only by an invoice, with no police report, photographs of the incident location, or site plan. The Council requested these documents through its lawyer, but the claimant only provided photographs of the vehicle inside the company's garage. The Council unanimously rejected the claim.

6.2 Claim for Unconsumed Food – HRGM (September)

A request for reimbursement of food that was not consumed due to the death of a friend of the group on the second day of Medieval Mdina was not accepted by the Council.

6.3 Unresolved Correspondence with Transport Malta (October)

The Council noted that correspondence sent by the Council's lawyer to Transport Malta at the end of June 2025 regarding outstanding issues – specifically the Saqqajja pelican crossing, horse-drawn carriages within Mdina, and the new rates for entry permits into Mdina – had received neither acknowledgement nor a reply.

6.4 Dangerous Structure Outside Council Office (June)

Following the Police having taped off a dangerous structure opposite the Corte Capitanale, the Council confirmed that the structure does not form part of the Council's offices but falls under the responsibility of Heritage Malta. The Council informed both the Police and the Lands Authority accordingly.

6.5 Online Permit System (November)

The Department for Local Government requested that the Council issue a call for offers for an online system for issuing permits in general. The Executive Secretary advised that the current system – which was introduced by the Department itself – is ideal for this purpose. The Council approved a recommendation to sign an agreement with the same firm currently providing these services.

7. Business Plan 2025-2029

At the meeting of 15 September 2025, the **Business Plan 2025-2029** was placed before the Council. Following a proposal by the Vice-Mayor, seconded by a Councillor, the plan was approved unanimously.

8. Outlook for 2026

Based on decisions taken in the final meetings of 2025, the Council will prioritise the following in 2026:

1. **Completion of Capital Projects:** Finalising the Howard Gardens perimeter fencing (hedges to be supplied by Ambjent Malta) and proceeding with the installation of recessed floor lighting within Mdina.
 2. **New Bye-Law for Street Performers:** Instructing the Council's lawyer to draft a standalone Bye-Law specifically regulating busking and street performances within the Silent City.
 3. **New CCTV System:** Submitting and, if approved, implementing a LESA-funded CCTV system for vehicle entry and exit control.
 4. **Electric Vehicle Charging Infrastructure:** Two charging pillars are scheduled for installation outside Mdina in February 2026.
 5. **Mdina Grand Prix 2026:** A meeting with the organisers (Malta Classic) is to be held before issuing a no-objection for the dates of 3-4 October 2026.
 6. **Christmas Presepu:** The Council will begin considering a new nativity scene (presepu) to replace the existing one at Pjazza San Publiju.
 7. **Mdina Day 2026:** Planning for the annual Mdina Day celebration to be held in August 2026.
-

9. Declaration

We hereby declare that the information provided in this report accurately reflects the activities and financial position of the Mdina Local Council for the calendar year ending 31st December 2025, as recorded in the official minutes of Meetings 08 through 19.

Peter Sant Manduca
Mayor
Mdina Local Council
Date: 22nd June 2026

Mark Mallia
Executive Secretary
Mdina Local Council
Date: 22nd June 2026