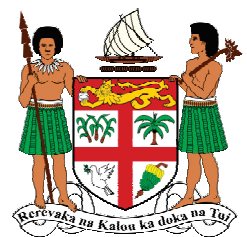




NADI TOWN COUNCIL

Annual Report for the Year 2009



PARLIAMENT OF FIJI
PARLIAMENTARY PAPER NO. 96 OF 2020

NADI TOWN COUNCIL

ANNUAL REPORT

(Section 19 - Local Government Act, Cap 125)

**FOR THE YEAR ENDED
31ST DECEMBER, 2009**

**AISEA TUIDRAKI
SPECIAL ADMINISTRATOR**

**SAKARAIA SERAU
ACTING CHIEF EXECUTIVE OFFICER**

NADI TOWN COUNCIL
ANNUAL REPORT FOR THE YEAR 2009

1. THE COUNCIL

HISTORY

Nadi Township was established in 1947. In 1967 the election system to elect the members of the Board was introduced. The Board was upgraded to Council status in 1972 under the Local Government Act (Cap 125). The Local Government Act provides for the manner in which the Council may function, levy and collect rates, exercise its powers and expend its funds.

The Nadi Town Council is responsible for the provision and maintenance of a wide range of services to ratepayers in its 780 hectares locality. These services include sanitation services, roads, carparks, business licensing, gardens, parks and public recreational facilities such as the Municipal library, Market and the Civic auditorium.

Such services are financed from rates, fees and charges with the exception of capital works, which are generally financed from loan funds. The Council does not receive grants from the Central Government, for the above services. However, in November, 2007 the Council received \$40,000.00 from the Government as Challenge Fund to be used for the developments of Childrens Park in Nadi with the provision that Nadi Town Council used its own \$40,000.00 for the said project.

Under Section 57 of the Local Government Act, the Council is required to prepare annual statements before 31 May every year showing the assets, liabilities, income and expenditure of the Council on the 31 December of the preceding year. These annual statements are to be audited by the Auditor General and certified by August of every year.

2. VISION, MISSION AND GOALS

12.1 OUR VISION

To be a clean and beautiful city that is leading and innovative, valuing diversity, involving its community, balancing its ratepayers and citizens needs for now and in the future.

12.2 OUR MISSION

To promote health, welfare and convenience of the inhabitants of the municipality and to preserve the amenities or credit for the present and future generation.

12.3 **OUR GOALS**

- (a) To revitalize the town in order to enhance the quality of life of the residents.
- (b) To improve traffic safety and pedestrian safety in the town.
- (c) Make provisions for people with disabilities.
- (d) Provide adequate parking space for the citizens and visitors of the town.
- (e) Improve visual aesthetics of the town.
- (f) Work towards finding a permanent solution to the flooding faced by the town.
- (g) To have an effective town planning scheme which has policies and proposals for the controlled development and use of land in the town.
- (h) To support and promote the town's economy without losing its social and environmental values.

3. **TOWARDS OUR VISION, MISSION AND GOALS**

1.0 The council has an effective town planning scheme. The objectives of the scheme are:

- (i) To develop policies and proposals and relate them to the precise area of the land.
- (ii) To provide detailed basis of development control
- (iii) To provide detailed basis for co-ordinating the developments and their use of land.
- (iv) To bring local and detailed planning usage before the public.

2.0 The Council now has a master drainage scheme plan for Nadi which guides the Council in the alleviation of the flooding problem.

3.0 The Council has already begun construction of Link Road between the Hospital road and Nadi Back road. Upon completion, this will considerably reduce the traffic congestion in the town.

4.0 The Council now has a master plan to revitalise the central business district of Nadi. The first stage of this plan is almost complete. The key elements being:-

❖ **IMPROVED TRAFFIC SAFETY**

Intersections are improved through kerb extensions to minimise illegal use of the corners. Sight lines have improved as a result. There is better management of carparking in these areas.

❖ **INSTALLATION OF TRAFFIC LIGHTS**

Council has already installed three (3) sets of controlled traffic lights in the Main Street of Central Business District.

❖ **IMPROVED VISUAL AESTHETICS**

The overall aesthetics of the street space has been greatly enhanced through planting and gardens, new streetlights, seats and garbage bins.

5. **NADI TOWN COUNCIL MUNICIPAL ELECTIONS**

Council Election under the Local Government Act was held on 22nd October, 2005 which resulted in election of the following Councillors:-

Nadi	:	Councillor	Dharmesh Motiram
		Councillor	Patiliai Tuidraki
		Councillor	Ratu Maikeli Lalabalavu
		Councillor	Mala Sivan
		Councillor	Sanjit Patel
Namaka	:	Councillor	Allan Florian
		Councillor	Salesh Mudaliar
		Councillor	Tarun Patel
		Councillor	Hari Charan
		Councillor	Timoci Koroqica
Martintar	:	Councillor	Ahmed Mohammed
		Councillor	Liliana Keith - Reid
		Councillor	Mohini Lata Anthony
		Councillor	Atil Gosai
		Councillor	Roshan Ali

However, the following Councillors lost their membership ON 11TH July, 2007 due to non-attendance at three (3) consecutive Ordinary Council Meetings:-

Councillor Sanjit Patel
Councillor Dharmesh Motiram
Councillor Liliana Keith-Reid

Councillor Salesh Mudaliar resigned as Councillor and Mayor of Nadi on 5/7/07.

This left the Council with only eleven (11) Councillors for the year.

6. **Term of Councillors**

The term of all Councillors expired on 31st January, 2009. The Administration of Council affairs was given to the Special Administrator appointed by the Minister for Local Government from 16th February, 2009

7. **COMMITTEES OF THE COUNCIL**

The following committees were appointed by the Council.

- ◆ Health and Market

- ◆ Development, Town Planning Works, Buildings, Tourism, Beautification and Parks
- ◆ General Purposes and Library
- ◆ Finance and Planning
- ◆ Staff
- ◆ Building Plans

The Health and Market, Development, Town Planning Works, Building, Tourism, Beautification and Parks General Purposes & Library, Finance and Planning Committees were required to meet once every month to transact all business which fell within its jurisdiction and the Staff and Building Plans Committee met as and when required.

8. **PRINCIPAL OFFICERS**

Acting Chief Executive Officer	- Mr Sakaraia Serau
Director Finance	- Mr Pardeep Kumar Lal
Director Projects and Planning	- Mr Bakshish Singh
Director Human Resources	- Mr Laisiasa Tolevu
Acting Director Health	- Mrs Premila Chandra

9. **AUDITORS OF THE COUNCIL**

- Auditor - General of Fiji

10. **SOLICITORS OF THE COUNCIL**

- (1) Messrs. Sahu Khan & Sahu Khan, Ba.
 (2) Messrs. Patel & Sharma, Nadi
 (3) Messrs. Koyas, Nadi
 (4) Messrs. Janend Sharma, Nadi
 (5) Messrs M.K. Sahukhan

11. **NUMBER OF MEETINGS HELD DURING THE YEAR 2009**
COUNCIL MEETINGS

Ordinary	-	10
Annual	-	Nil
Special	-	3
Emergency	-	1

12. **COMMITTEE MEETINGS**

Health and Market	-	11
Development, Town Planning Works, Building, Tourism, Beautification and Parks	-	11
Finance and Planning	-	11
General Purposes and Library	-	11
Staff Committee	-	1

13. **VISITORS**

The following noteworthy dignitaries who called on the Special Administrator and signed the "Visitors Book are listed below:-

Mr Niche Monnier	-	Ambassador of France
Mr Graham Jull	-	Denarau
Mr Netani Sukanaivalu	-	Ministry of Lands
Ratu Meli Q. Saukuru	-	Nadi
Mr Inoke Momoedonu	-	Provincial Office, Nadi
Mr Ponijese Lou	-	Nadi
Place Design Group	-	Fortune Valley
Mr Filipe Bole	-	Minister for Local Government
Mr Martin Darvenizer	-	Brisbane, Australia
Mr Alipate T. Tavai	-	Native Bank, Fiji
Mr Jovesa Vocea	-	DO Nadi
Mr Epeli Nailatikau	-	Office of the Vice President
Mr Meli N. Tora	-	Rt. Navula College
Mr Tirani Uluinakauvadra	-	Sabeto District School
Mr Joe Saiasi Marquard Gray	-	Airports Fiji Limited
Mr Viliame Gavoka	-	FRU
Mr Luke Mataika	-	NRU Vice President
Mr Nemani Tueli	-	NRU Chairman
Mr J. Lewanavanua	-	Lomaiviti Province
Mr Sawaka Tutani	-	Coral Coast Sigatoka
Mr John Low	-	National Fire Authority
Mr Ram Chandar	-	Ministry of Local Government (PS)
Mr Joape Kuinikoro	-	Post Fiji Limited
Mr Joseph Rodar	-	Post Fiji Limited
Mr Bruce Searles	-	Australia
Mr Takeshi Tawabe	-	Embassy of Japan
Colonel Qomoyi	-	South African High Commission
Mr C. Arun Prasad	-	Ba/Tavua Town Council

Ms Ana Serau	- ANZ Bank, Lautoka
Mr Samuela Saumatua	- Minister for Local Government
Dr M.S. Sahukhan	- Ba (President – Fiji FA)
Mr Anil Sharma	- VIP Fiji FA
Mr Faiaz Ali	- Suva
Mr Dewan Chand	- Labasa
Mr Sheik Ibrahim	- VIP Fiji FA
Mr Yash Karan	- Australia
Mr Mohammed Sattar	- Nadi
Mr Bob S. Kumar	- Fiji FA
Mr Mohammed Yusuf	- New Zealand
Anthony and Vickye Hayter	- California
Mr Mohammed Sharif	- Sharif Investments
Mr Kitone Vuataki	- Nadi
Mr Aminio Tamani	- Housing Authority
Mr Dan	- NAIM
Amaisi	- Suva
Mr Gopal Reddy	- NFA Nadi
Daphne Shark	- Nadi

14. **HIGHLIGHTS OF YEAR 2009**

ACHIEVEMENTS TO BE PROUD OF IN THE YEAR 2009

- i. Continuation of Link Road
- ii. Namaka Market Extension

15. **TOWARDS DEPARTMENTAL PERFORMANCE**

The overall performance of the Council on department basis is as follows:-

1.0 **FINANCE**

The Unimproved Capital Value of properties in Nadi for rating purposes for 2009 was \$109,366,194.00.

RATES LEVY FOR THE YEAR

General Rate 0.65 cents in the dollar on UCV.

Special Loan (Service) Rate 0.40 cents in the dollar on UCV.

Agricultural rate 0.03 cents in the dollar on UCV.

1.1 **DISCOUNT ON RATES**

Discount on rates was allowed as follows:

- (a) For all 2009 rates paid in January – 7% discount.
- (b) For all 2009 rates paid in February – 5% discount.

1.2 **RATES COLLECTION**

The rates collection report for 2009 was as follows:

Particulars	Rates Struck (\$)	Arrears (\$)	Total (\$)
Rates Due	1,336,052	2,204,259	3,540,311
Less Collection	961,399	538,885	1,558,479
Less Discount	58,195	224,827	224,827
Add Interest 31/12/09		292,853	292,853
Balance Outstanding	316,458	1,733,400	2,049,858
Percentage Collection	76%	27%	47%

1.3 **REVENUE SOURCES OTHER THAN RATES** **GENERAL FUND**

Revenue from sources other than rates represent almost 62% of the total revenue in General Fund. A significant part is derived from Business Licences, Market Fees, Rental from Council Properties, Bus Stand Charges, Public Carpark and Parking Meters.

1.4 **ESTABLISHMENT**

Director Finance	-	1
Manager Building	-	1
Rates Clerk	-	1
Cashier	-	1
Accounts Clerk	-	1
Purchasing Officer	-	1

HEALTH DEPARTMENT

1. INTRODUCTION

The fiscal year 2008 was full of activities, programmes and the hectic schedule during the year makes it most challenging and rewarding for the Health Department.

There were various highlights in the year 2008 with the Department having three female volunteers attached for practical purposes for most of the year. Staff development in the Department was also a highlight in the year. Several workshops and seminars were attended by the staff during the year whereby skills and knowledge were upgraded to refresh and update staff on latest developments in the field of environment and health. Staff in the department also took initiative in upgrading their knowledge and skills by enrolling at FSM doing further studies. During the year, the Department was involved in various activities such as coordination of cleanup campaigns and other committees that deal with environment and health issues.

2. ESTABLISHMENT

1 Health Inspector	- Mr Sakaraia Serau
1 Senior Assistant Health Inspector	- Mrs Premila Chandra
2 Assistant Health Inspectors	- Mr Rajeshwar Raj/Mrs Nafiza Ali
1 Litter Prevention Officer	- Mr Taniela Saturu Boseiwaqa

The staff from the department attended local training courses to update their knowledge on current developments in the field of environmental health, and its related areas of studies.

3. BUSINESS LICENCES AND REGISTRATION OF PREMISES

The following premises were registered and Business Licences were issued by the Council during the year;-

<u>NO.</u>	<u>TYPES OF PREMISES</u>	<u>NO. OF LICENCES ISSUED</u>
1	Hotels/Apartments	25
2	Motels/Guests Houses	13
3	Restaurants	73
4	Takeaways/Milk Bar/Dairy	44
5	Garment Factories	15
6	Service Station	6
7	Theatre	-
8	Pool-Table/Billiard/Amusement	4
9	Private Clubs	2
10	Butchers	17
11	Supermarkets	16

12	Barber/Chiropodists	31
13	Schools/Commercial	5
14	Bakery	16
15	Night Clubs	7
16	Laundry	2
17	Food Factory/Aerated Water	13
18	Massage Parlour	9
19	Garbage Contractor	1
20	Exporter Fresh Vegetables	3
21	Kava Saloon/Shop Retail	6
22	Exporter Fish	2
23	Beauty Saloon	24
24	Manufacturer Ice Cream	1
25	Medical Practitioner	13
26	Caterers	1
27	Manufacture Liquor	1

4. **HAWKERS LICENCES**

Number of licences issued to hawkers operating in the town boundary were as follow

NO.	TYPE OF OPERATION	NO. OF LICENCE ISSUED
1	Sweet meat	9
2	Ice Cream	4
3	Caravan	2
4	Selling Coconut	4

5. A) **SUMMARY OF INSPECTIONS**

NO.	TYPES OF PREMISES	TOTAL INSPECTIONS	TOTAL RE-INSPECTIONS	TOTAL
1	House to house Inspection	1116	229	1345
2	Investigation of complaints, nuisance etc.	342	225	567
3	Hotels, Motels and guest houses	99	58	157
4	Factories and Workshops	48	34	82
5	Dance hall, night clubs, cinema houses etc	27	14	41
6	Schools	35	16	51
7	Laundries	54	29	83

8	Hairdressers and Chiropodists etc	142	86	228
9	Foodshops, food stores, markets etc	255	177	432
10	Restaurants and refreshments bars	347	190	537
11	Aerated Water and other food factories	26	18	44
12	Bakehouses	98	57	155
13	Inspection of public conveniences	386	339	725
14	Butcher Shops	81	43	124
15	Food vehicles and food carts	32	19	51
16	Storm water drains	276	188	464
17	Refuse Dumping	267	218	485
18	Inspection of vacant lots	652	497	1149
19	Inspection to sweetment kitchens	6	3	9
20	Inspection of sewer manholes	207	182	389
21	New Building works in progress / site Inspection / final inspection	136	100	236
22	Inspection of taxi, carrier, mini bus stand/bus Bay	77	66	143
23	Inspection of Private Carpark	40	35	75
24	Inspection of alleyways/service lanes/arcades	179	151	330
25	Inspection of Public Litter Bins	554	503	1057
26	Inspection of Civic/Children's Park	124	112	236
27	Inspection of Commercial Building/Shops	127	84	211
	Total	5,733	3,673	9,406

6. B. SUMMARY OF SANITARY IMPROVEMENTS, ETC (ALL TYPES OF PREMISES)
2005

NO.	ITEMS	ORDERED	COMPLIED
1	Investigations of complaints, nuisances etc	259	206
2	Improvements to hotels, motels and guest houses	41	53
3	Improvements to Factories and Workshops	20	13
4	Improvements to night clubs, cinema houses etc	11	10

5	Cleansing or improvements to Schools	7	6
6	Cleansing or improvements to laundaries	74	26
7	Improvements to Hairdressers and chiropodists etc	91	71
8	Improvements to Foodshops, foodstores, markets etc	120	113
9	Improvements to restaurants and refreshment bars	140	151
10	Improvements to Aerated Water, Other Food Factories	13	13
11	Cleansing or improvement to Bakehouse	54	48
12	Improvements to Public Conveniences	232	233
13	Cleansing or improvements to Butcher Shops	34	38
14	Improvements to Food Vehicles and Food Carts	21	16
15	Cleansing or improvements to Storm Water Drains	175	109
16	Removal of accumulation of refuse etc	204	186
17	Clearing of overgrowth or long grass	548	371
18	Improvements to sweetmeat kitchens	8	5
19	Provision of Garbage bins	171	147
20	Abatement of Mosquito Breeding	213	206
21	Abatement of Nuisances from animals or poultry	21	19
22	Impounding or straying animals	42	40
23	Leaking water main referred to PWD	97	84
24	Overflow of sewer referred to PWD	129	120
	Total	2,725	2,284

- This column may include work completed during the year under review but ordered during previous year

7. **NOTICES & VERBAL WARNINGS ISSUED TO DEFAULTERS OF BY-LAWS**

NO.	TYPES OF NOTICES ISSUED	NO. ISSUED	NO. COMPLIED	NO. NOT COMPLIED
1	Abatement of nuisance	14	14	-
2	Litter Offence - Reminder Notices	58	53	5
3	Provision of Garbage Receptacles - Notices	10	10	-
4	Operating Business without Health permit	1	-	1
5	Cease burning of rubbish	1	1	-

8. **LEGAL ACTIONS**

Offence – Operating business without licence	-	1
Pending in Court	-	1

Offences

(i) <u>Litter</u>		
Fixed penalty notices issued	-	9
Fixed penalty fines paid	-	8
Fixed penalty convicted & fined	-	1

9. **COMPLAINTS RECEIVED**

No.	Attended	Not Complied	Complaints Withdrawn	Complied
264	262	2	2	210

10. **NOISE PREVENTION AND ABATEMENT PERMIT ISSUED**

All noise prevention and abatement issues were referred to the Enforcement Department of the Council.

11.(a) **PURE FOOD**

Monitoring of food premises and restaurants kitchens continued during the year on regular basis to maintain the required standards and also for the purpose of renewal of business licences for 2007.

(b) **FOOD CONDEMNATION.**

125.5 kg of food items was condemned during the year from supermarket due to expiry date which was declared unfit and unsafe for human consumption or expired date.

12. **PUBLIC CONVENIENCE**

All public conveniences were thoroughly cleaned and maintained in a hygienic condition during the year under the supervision of Health Inspectorate staff.

Renovation and upgrading works was also conducted.

13. **GARBAGE COLLECTION**

The total number of loads of refuse collected and disposed during the year was as follows:-

Households refuse by Garbage contractors	768 loads
Garden refuse by Councils trucks	259 loads
Garden refuses by Hire trucks during free picking	1384 loads
Total	2411 loads

All household refuse collected by the contractor was disposed off at either Lautoka City Council's Vunato Dump or Sigatoka Town Council dump.

14. **ANTI-MOSQUITO SPRAYING/LARVICIDING OF DRAINS**

Anti-mosquito clean-up campaign was conducted twice during the year.

Larviciding of drains and ponds was continuously conducted during the year with biological control and use of abate.

15. **VOLUNTEER GROUP CLEAN UP CAMPAIGN.**

The following organizations/groups volunteered to conduct clean up campaigns within the town boundary.

18/06/08	Christian City Church Group – cleared up road verges in Matavolivoli/Savanawai
2/6 – 7/6/08	Environment Week – Nadi Town Council Clean Up of Town and Wailoaloa Beach
22/11/08	Clean Up Fiji – 11 Organisations as follows took part in cleaning various parts of the Town.
i.	NTC Team
ii.	TFL Team I
iii.	TFL Team II
iv.	Nadi Labour Department
v.	Club Fancy
vi.	Mercure Hotel
vii.	Westpac Team
viii.	Sofitel Resorts
ix.	Go See Fiji
x.	Namaka Army
xi.	Individual Volunteers

The following Companies gave generous donations on the day :- Fresco Beverages, Rajvi Limited, Budget Pharmacy, Thakorlal Pharmacy, Nadi Town Council,

16. **DOG TRAPPING**

Dog trapping was conducted by the staff as and when required. All dogs were kept at the Council Depot. All dogs claimed were required to pay dog licence before being released while the unclaimed were put to sleep by the Veterinary.

Dog caught	8
Cats caught	4
Dogs	2

17. **BUILDING PLANS.**

The total number of building plans scrutinized during the year was **132.**

18. **WORKSHOPS**

24/01 – 25/01/08	AHI Occupational Health and Safety Module I and II – Lautoka
19/05 – 10/05/08	AHI Exceptional Customer Service Workshop – Council Chambers
21/05 – 23/05/08	AHI OHS Modules III and IV – LCC Chambers
27/06/08	Health Inspector National Solid Waste Management – Strategy and Action Plan – 2008 – 2010
And CEO	– Holiday Inn
17/07/08	AHI Community Service Nadi – Department of Social Welfare – NZPTC Complex
13/08 – 14/08/08	AHI Strengthening Financial Management for Local Government – Module 3

19. **PEST AND HYGIENE SERVICES PROVIDED TO NADI TOWN COUNCIL BY ZAP**

The Zap Pest and Hygiene Services of New Zealand provided free training on the following to the staff of Health Department.

- Feral canine Trapping at Newtown Beach
- Rodent Trapping at Nadi Markets
- Application of residual insecticide to Nadi Market
- Hygiene Inspection of Municipal Washrooms and Toilets

20. **JICA PRESENTATION**

The Health Inspector presented his action plan to JICA Office in Suva in March on the Comprehensive Solid Waste Management Seminar he attended in Japan from May 16th – July 5th, 2007.

The action plan was well received by the JICA Coordinator who reiterated that Mr Serau was a model participant of JICA and was very active in implementing his action plans after returning from Japan. They further advised that the project will be implemented from August 2008.

STAKEHOLDER CONSULTATION FOR ALL HOTELS/RESTAURANTS AND OTHER FOOD OUTLETS

The Department in consultation with Training and Productivity Authority of Fiji organized a stakeholder consultation for all Hotel/Restaurant Licencees. The following issues were discussed:-

1. Grading/rating of all food outlets
2. Hygiene and sanitation requirements and practices
3. Good housekeeping practices
4. Expectation of clients.
5. Acquainting with Public Health (Hotels/Restaurants and refreshments bars) Regulations
6. Training of staff by TPAF or other recognized institutions.
7. Requirements of NFA and OHS

PREMISES CLOSED DURING THE YEAR

The following premises were closed during the year due to reasons listed:-

- a. Sheung Wong Stylist Restaurant – unhygienic condition.
- b. Chillies Restaurant – discharging of wastewater into neighbouring properties
- c. Value City – discharging of wastewater into neighbouring properties
- d. Mama's Restaurant – operating illegally without obtaining a Public Health and Business Licence

The above business were allowed to operate once they complied with the requirements.

SCHOOL PROGRAMMES – HEALTH EDUCATION

The Department designed pamphlets and posters on Waste Management, 3R and Composting and carried out health education programmes with powerpoint presentations. The pamphlets and posters were also distributed to the Schools depending on the number of classrooms so that all classrooms are provided with 1 set each.

The following schools were visited during the 2nd and 3rd terms of the year:-

- a. Nadi Christian Academy
- b. Nadi Primary School
- c. Andrews Primary School
- d. Nadi Centre of Special Education
- e. Nadi Sangam Primary
- f. Airport School
- g. Nadi District School
- h. Nadi Library Week – Civic Centre
- i. Namaka Public School (2 sessions)
- j. Nadi Muslim Primary School

WASTE MINIMISATION AND RECYCLING PROMOTION PROJECT IN FIJI

The Waste Minimisation and recycling project between Nadi and Lautoka started from 16th October, 2008. JICA Expert Team set up office in Nadi and Lautoka and carried out preliminary surveys for the project.

The Project Manager for Nadi is the Health Inspector, Mr Sakaraia Serau.

The work progresses have so far included the adoption and signing of the inception report (outline of the project) and the completion of Baseline surveys on Waste Amount Composition. The Public Opinion Survey (POS) Recycling Activity Survey (RAS and Compost Demand and Market Survey (CMDs).

The JICA Consultants are continuously doing capacity assessment of the Department staff.

21. CONCLUSION

The year 2008 was a milestone achievement for the Department in terms of the major progress and implementation of the pilot project for Lautoka and Nadi on waste minimization and Recycling Promotion project which commenced in October 2008 with the assistance of JICA. The Health Department ventured into new techniques of designing and publishing articles on 3R, Composting and Waste Minimization initiatives by producing pamphlets, brochures and posters for schools and also members of the public.

The Department took a proactive approach in disseminating information to schools and other relevant stakeholders. On the outset the Department managed to achieve the set goals and the expectations set out in the beginning of the year.

Various manpower needs were met with the availability of University graduates to help out in the Department Health Education Program.

The available resources were utilized to achieve maximum opportunities to encounter the duties of the Department. All those who helped the Department in achieving its goals are hereby acknowledged for their assistance and support in operational achievement.

Special appreciation goes towards the JICA project team in equipping the office with a laptop, a projector, a handy cam, printer and table, fax machine, 2 tables and chairs and a cabinet.

ENGINEERING DEPARTMENT

1. **ESTABLISHMENT**

Manager Building and Engineering Services	-	1
Leading Hand	-	1
Workforce	-	22
Leading hand Parks & Gardens	-	1
Technical Assistant	-	1
Stores Officer	-	1

2. **INTRODUCTION**

This report briefly describes the nature and extent of works carried out by the Engineering Department of Nadi Town Council during the year. The report is divided into the following sections:-

1. Roads
2. Drains
3. Parks and Gardens
4. Buildings
5. Street Lights
6. Contract Works
7. Town Planning
8. Work Force

3. **ROADS**

Council maintains 72 kilometers of roads within Nadi Town Boundary.

Road work is divided into two (2) sections.

- a. Maintenance
- b. Capital

(i) **Maintenance Work**

These involve the grass cutting, raking cleaning and leveling of road verges. Desalting of footpaths and road gutters, patching of pot holes and repairs of road carriage ways, footpaths and walkways, installations of road signs and names, marking of roads and parking meter bases, taxi and carrier stands. The Council spent \$420,500.00 for the maintenance of the above works during the year.

(ii) **Capital Works**

1. Link Road - Re-tendered
2. Novelty Theatre office development – plans drawn, expression of interest called.
3. Development of children's Parks
4. Resealing of Weikamu Road – completed at a cost of \$15,592.50.00.
5. Resealing of Ragg Street – completed at a cost of \$83,779.00.
6. Namaka Market Extension – plan drawn, tenders sought, contract yet to be awarded.
7. Prince Charles Park upgrading – completed at a cost of \$100,000.00.
8. Re-routing of traffic in Nadi Town – Traffic management study.

4. **DRAINAGE**

The Council carried out works on the following drains during the year which included maintenance and construction of new drains.

- a. Waqadra ground drainage
- b. Mountain View drainage for compulsory acquisition
- c. Waqadra Housing drainage
- d. Drainage board drain at Nadi Back Road
- e. Namaka Industrial and Beddoes Circle
- f. Muttamma Goundar Road
- g. ATS drain
- h. Town – main drain

1. **PARKS AND GARDENS**

The Council had constructed thirty five new garden beds with weathered rocks and stones in the municipality.

Council also maintained children's park with general painting works and installation of playing amenities and also all the garden beds and garden kerbs were re-painted and new plants were planted in the municipality.

General maintenance work was carried out to the nursery and all beautification works in the municipality.

2. **STREET LIGHTS**

Repairs of street lights were carried out by Sigatoka Electric Company Limited on contract and repairs amounted to \$128,500.00.

3. **MAINTENANCE OF VEHICLES AND PLANT**

The Council's Mechanical Workshop at the Works Depot Comprised of 1 established staff who continuously carried out all repairs and general maintenance works.

4. **NADI TOWN BOUNDARY EXTENSION**

Council for the year 2005 has recommended that the following areas be included in the town boundary and in 2006 application was made to our Minister:-

- i. Nasoso
- ii. Nadi Back Road
- iii. Queens Road up to Nasoso Junction
- iv. Denarau and Fantasy Island

5. ZONING

The zoning proposal as shown in the scheme is to achieve a sound order pattern which can cater for the future growth of Nadi Town for the next ten years or so from the date of implementation. The table below shows the area occupied by land use.

<u>ZONE</u>	<u>AREA</u> (ha)	<u>PERCENTAGE</u> (%)
Residential	246.47	40
Commercial	53.9	8.9
Industrial	37.2	6.1
Civic Community	53.4	8.8
Open Space	129.8	21.4
Hotel	81.97	13.6

6. REZONING APPLICATIONS

Total number of applications received for rezoning	-	13
Total approved	-	3

BUILDING

BUILDING DEVELOPMENT

Nadi Town Covering an area of 780 hectares is divided into three wards:-

1. Town Ward
2. Martintar Ward
3. Namaka Ward

The total number of building applications received during the year was 113 total to an aggregate value of 9.7 million dollars. The total revenue received for processing these applications were \$34,471.35. A comparison of building permit fees for the last five (5) years is provided in graphical form at Chart 1. Chart 2 shows the comparative volume of building works approved in the last five years.

CHART 1 : BUILDING FEES

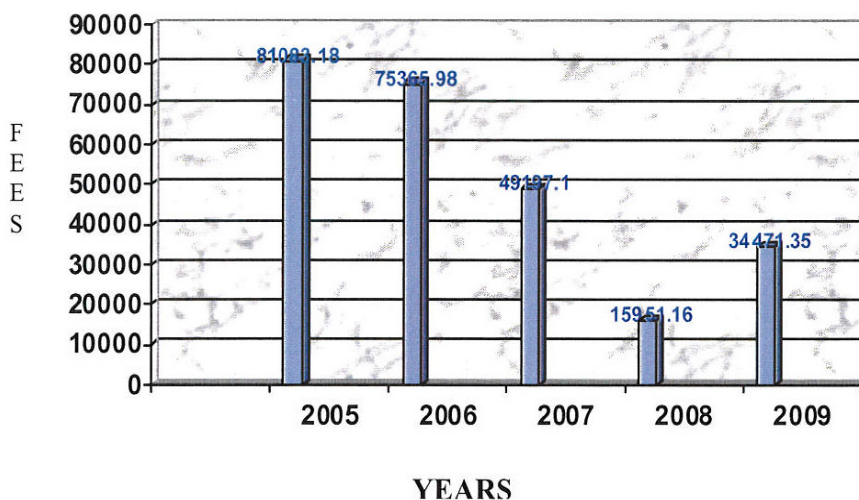
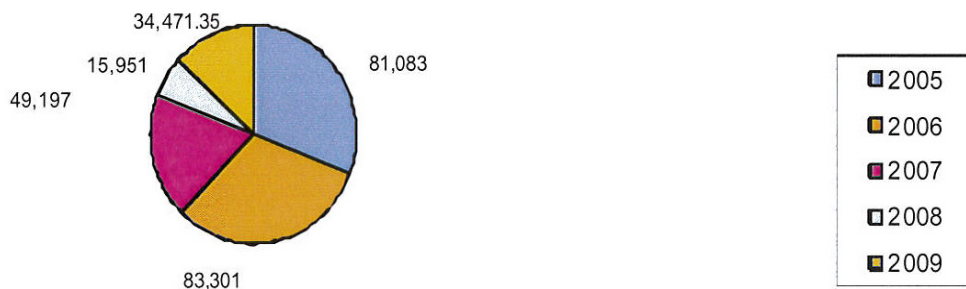


CHART 2 - BUILDING FEES



BUILDING APPLICATIONS RECEIVED DURING THE YEAR 2009

MONTH	NO. OF APPLICATIONS RECEIVED	VALUE (\$)	FEES (\$)
January	3	22,450.00	136.00
February	12	4,121,242.42	18,885.71
March	20	1,505,938.00	3,729.26
April	8	764,455.00	1,881.51
May	4	275,037.00	705.50
June	10	574,339.50	1,697.60
July	8	257,939.25	858.89
August	11	357,668.00	1,151.94
September	9	397,038.00	1,153.39
October	5	396,790.84	1,072.80
November	14	1,037,800.50	2,824.90
December	9	56,080.00	373.85
TOTAL	113	9,766,778.51	34,471.35

2. SUMMARY OF BUILDING APPLICATIONS RECEIVED- 2009

	<u>NO.</u>	<u>VALUE (\$)</u>
Commercial Buildings	55	6,928,574.17
Residential Buildings	20	1,136,261.41
Industrial Buildings	3	57,540.00
Addition, Alterations & Renovations	14	755,255.00
Miscellaneous (Schools, Churches, Retaining Walls, Fencing Carport etc.)	21	888,797.90
TOTAL	113	9,766,778.51
	===	=====

3. SUMMARY OF BUILDING APPLICATIONS APPROVED

	<u>NO.</u>	<u>VALUE (\$)</u>
Commercial Buildings	32	5,332,444.00
Residential Buildings	13	704,616.50
Industrial Buildings	3	346,918.00
Addition, Alteration & Renovations	26	320,459.14
Miscellaneous, (Schools, Churches, Retaining Walls, Fencing, Carport etc.)	8	327,141.50
TOTAL	62	7,031,579.14
	===	=====

4.	Total number of outline applications received	13
	Total number of outline applications approved	1
	Total number of building applications refused	4
	Total number of completion certificate issued	33
	Total value of completion certificates issues	\$3,582,075.25

5. **BUILDING INSPECTION**

Inspections carried out by the Building Inspectors together with the number of notices served and complaints investigated are shown in Table C.

TABLE C

BUILDING INSPECTORS REPORT FOR THE YEAR 2009

MONTH	INSPECTION BY APPOINTMENT	ILLEGAL WORKS	NOTICE SERVED	COMPLAINTS INVESTIGATED
January	9	-	-	-
February	36	3	3	3
March	23	2	3	4
April	15	1	1	2
May	22	1	2	2
June	23	3	3	3
July	22	1	4	1
August	21	2	-	2
September	21	2	2	4
October	10	4	1	5
November	22	2	1	3
December	15	3	3	6
TOTAL	239	24	23	35

6. **GENERAL**

The Building Department was manned by two (2) Building Inspectors and assisted by the Manager Building and Engineering Services.

7. **BUILDING PLANS PROCESSED**

Total number of plans processed	-	113
Total number of buildings inspected for the issue of completion certificate	-	33

LIBRARY ANNUAL REPORT

1. STAFF

Librarian	-	1
Assistant Librarian	-	Nil
Library Attendant	-	1

2. OPENING HOURS

Services given to the general public are as follows:

Monday - Friday	-	9.00am - 5.00pm
Saturday	-	9.00am - 1.00pm

3. REVENUE

Library cost & fine	-	318.10
Library subscription	-	2,299.30
Internet	-	400.25

4. STATISTICS

Membership	-	1,181
Total number of books issued	-	5,997
Total number of people who use the Library	-	11,152

5. INTER – LIBRARIAN LOAN

Books lent	-	Nil
Books received	-	Nil

6. LIBRARY STOCK

According to 2009 stock-take report, the total number of Fiji Library Services books were 1,330 and our books were 5,922.

7. PERIODICALS

The Library currently holds 5 weekly periodicals

(i) The Fiji Times	(ii) Fiji Sun	(iii) Nai Lalakai
(iv) Shanti Dutt	(v) Kaila	

8. DONATION

The Library relies very heavily on donated books and magazines. Books are received from Indian, American, British, Korean, and Japan High Commissions. The community of Nadi also donates books to the Library.

Activities

Various activities were done at the Library. National Library Week is a yearly event for school children. We also have activities during the holidays. In 2009, we did journal writing and make/write a book competition. At Pre-kindy, we advice the mothers on H1N1 Flu. The Library staffs organized one workshop for Pre-kindy mothers on 19th March, 2009. Religious displays are also done at the Library. The Library is always busy.

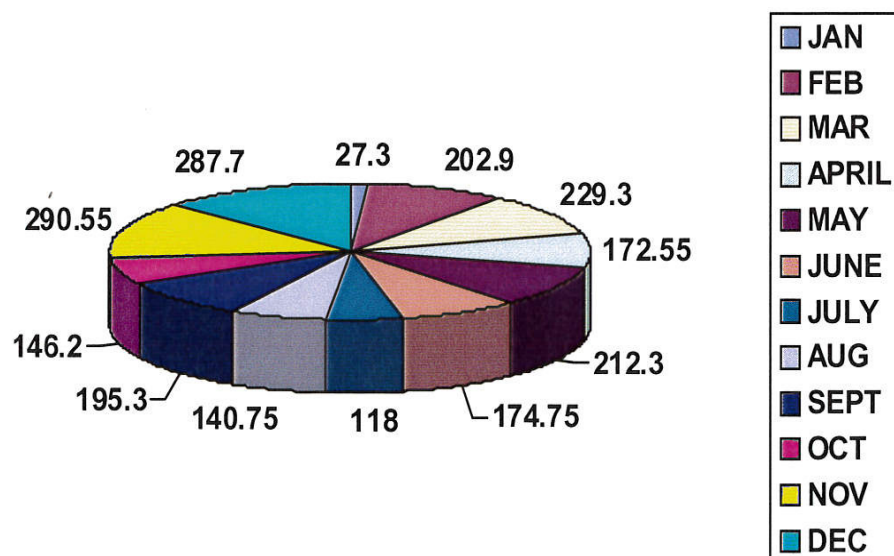
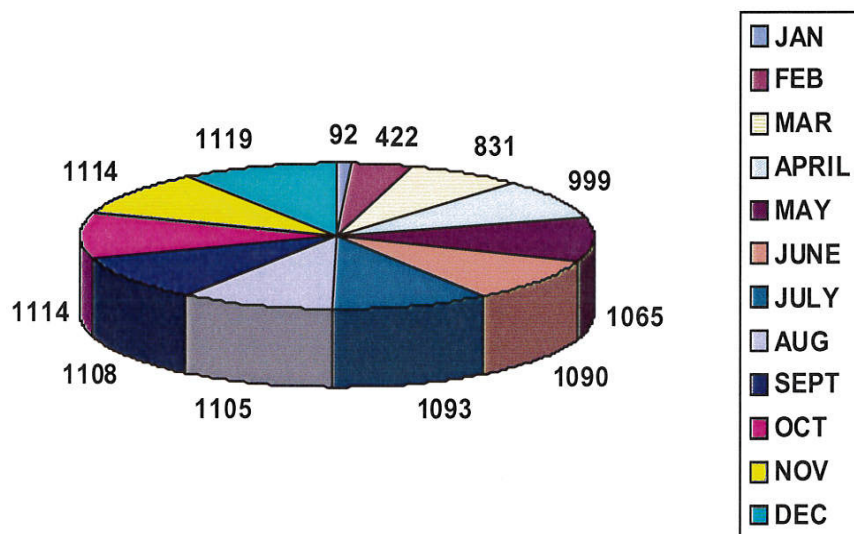
Services

The library provides services of internet, Photocopy, Printing, Vertical files for children projects and assignments. Now we have a Pre-kindy attached to the Library where the mothers are helping their child to start learning at a younger age.

Development done in the Library

The usage of the Library has increased with the Pre-Kindy attached to the Library. In Commonwealth Government Forum Pacific Project we were visited by Ms Jill Best and CLGF officer Mr. Sachin Sharma on 31st October 2009.. They came to see the progress made to date and planning the next phase of the support program. We have started our project for a Tourist Corner at the Library. Ms Jill Best supported our ideas and will help us achieve our targets.

READER SERVICES FOR THE YEAR 2009



MARKET

NADI MARKET.

1. Nadi Municipal Market is located at a very prime area of the town, close to the bus station

It has six different wings namely:-

- Mudaliar wing
- Nayate wing
- Old Market Wing
- Khatri wing
- Lock up wing
- Open wing

2. **STAFFING**

The Market was under the management of a full time Market Master, Assistant Market Master with two support staff.

3. **LEVY**

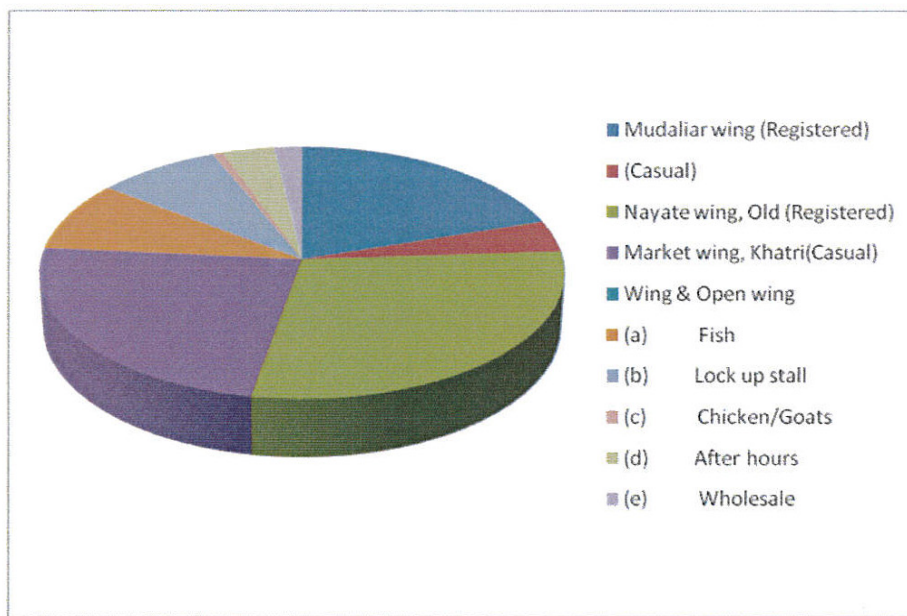
- | | |
|--|--|
| (a) Main market wing | - Registered vendors 63c per stall per day
- Casual vendors 68c per stall per day |
| (b) Nayate Wing, old Market
Market wing, Khatri Wing
& Open wing | - Registered vendors 81c per stall per day
- Casual vendors 91c per stall per day |
| (c) Fish | - 20c per kg per day |
| (d) Lock up stall | - \$4.00 per stall |
| (e) Sale of Live Chicken | - \$1.50 per stall space |
| (f) Sale of live stock (goat) | - \$1.00 per head per day |
| (g) After hours sale | - \$1.09 per stall |
| (h) Wholesale at Market Master's discretion. | |

4. **REVENUE BREAKDOWN**

(a)	Mudaliar wing	(Registered)	-	\$48,190.55
		(Casual)	-	\$9,767.94
(b)	Nayate wing, Old	(Registered)	-	\$69,731.64
	Market wing, Khatri	(Casual)	-	\$57,267.89
	Wing & Open wing			
(c)	Fish		-	\$21,741.04
(d)	Lock up stall		-	\$20,372.00
(e)	Chicken/Goats		-	\$1,578.61
(f)	After hours		-	\$8,646.94
(g)	Wholesale		-	\$4,636.43

Total revenue received from Nadi Market in 2008 was \$241,933.24.

5. **PIE CHART – REVENUE BREAKDOWN**



6. **NAMAKA MARKET.**

The Namaka Market is located at the corner of Namaka Police Station Junction adjusted to the Queens Road. The development of market in Namaka is a worthwhile project for the Council and the Ratepayers of Namaka.

7. **STAFFING.**

Namaka Market is also managed by the Market Master with a full time attendant and a cleaner.

8. **LEVY.**

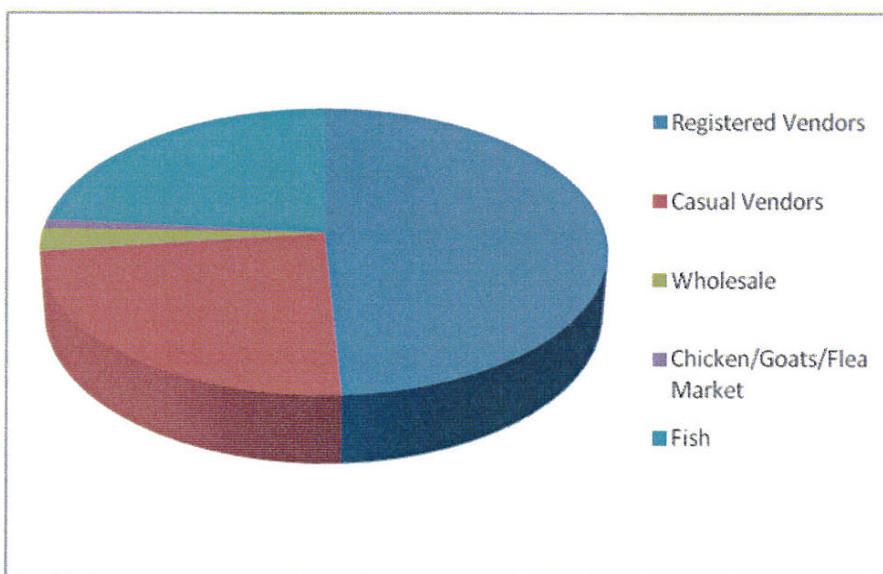
(a)	Registered Vendor	-	\$2.67 per stall per day
(b)	Casual Vendors	-	\$2.67 per stall per day
(c)	Fish	-	\$0.30 per kg per day
(d)	Sale of live chicken	-	\$2.00per stall space
(e)	Sale of live goat	-	\$2.00per head per day
(f)	Wholesale at market		
	Master's discretion.		

9. **REVENUE BREAKDOWN.**

a)	Registered Vendors	-	\$61,414.04
b)	Casual Vendors	-	\$29,765.78
c)	Wholesale	-	\$3,074.70
d)	Chicken/Goats/Flea Market	-	\$1,344.36
e)	Fish	-	\$29,415.34

Total Revenue collected from Namaka Market in 2009 is \$125,014.22.

10. **REVENUE PIE CHART**



11. **CONCLUSION**

2009 was a very bad year for the vendors and Nadi Town Council. The January flood has affected the Nadi Market causing a sustainable loss to the vendors and also the Nadi Town Council. This also resulted in drop in revenue during the month of January and February.

ENFORCEMENT DEPARTMENT

The Department Administers, the parking meter section, and manages traffic movement in Nadi Town.

1. **ENFORCEMENT SECTION**

Administration Officer	=	1
Senior Enforcement Officer	=	1
Officers	=	6
Typist	=	1

Total number of staff	=	9
		==

2. **TOTAL NUMBER OF METER INSTALLED IN THE STREETS**

1.	Main Street	120
2.	Namaka Lane	91
3.	Ashram Road	20
4.	Lodhia Street	19
5.	Hospital Road	15
6.	Vunavou	15
7.	Clay Street	9
8.	Market Road	12
9.	Sahu Khan Road	7

	TOTAL	308
		===

3. **FIELD DIVIDED INTO 4 ZONE**

A.	Town End, Shell Service Station, to Amarsee and Vunavau	-	66
B.	Amarsee, S. Nagindas, Clay Street, Market Road, Sahu Khan Road, Hospital Road	-	77
C.	S. Nagindas to Ashram Road, Lodhia Street	-	74
D.	Namaka Lane	-	91

	Total		308
			===

4. **STOLEN METERS**

P/R/No. 2169/07, 2507/07, 6446/07, 10496/07, 10750/07

5. **REVENUE**

As reflected in finance report.

6. **LEGAL ACTION**

Total number of traffic cases instituted during the year 2008	-	1,359
Total conviction secured	-	1,274
Total Discharge	-	85
Pending in Court	-	Nil

REPUBLIC OF THE FIJI ISLANDS
OFFICE OF THE AUDITOR GENERAL



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ACCOUNTABILITY IN THE PUBLIC SERVICE SECTOR THROUGH QUALITY AUDIT SERVICES

NADI TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2009

INDEPENDENT AUDIT REPORT

Scope

I have audited the financial statements of Nadi Town Council for the year ended 31 December 2009 in accordance with the provisions of the Local Government Act and section 13 of the Audit Act. The Nadi Town Council is responsible for the preparation and presentation of the financial statements and the information contained therein.

I have conducted an independent audit of the financial statements in order to express an opinion on them.

My audit was conducted in accordance with the Fiji Standards on Auditing to provide reasonable assurance as to whether the financial statements are free of material misstatements. My audit procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies. These procedures have been undertaken to form an opinion as to whether in all material respects, the financial statements are presented fairly in accordance with the Fiji Accounting Standards and other statutory requirements so as to present a view which is consistent with my understanding of the Council's financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

Qualification

The Council has recorded rate debtors of \$2,085,042 in the Statement of Financial Position for which no provision has been provided for doubtful debts. If a charge for doubtful debts was recorded, it would result in a decrease of net surplus in the Statement of Income and Expenditure in the General Fund.

Qualified Audit Opinion

In my opinion, except for the effects on the financial statements of the matters referred to in the qualification paragraphs, the financial statements present fairly the financial position of the Council as at 31 December 2009 and the results of its operations for the year then ended.

Tevita Bolanavanua
AUDITOR GENERAL

Suva, Fiji

22 December, 2010



**NADI TOWN COUNCIL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009**

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DRAFT

NADI TOWN COUNCIL ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2009

INDEPENDENT AUDIT REPORT

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Tevita Bolanavanua
AUDITOR GENERAL

Suva, Fiji.

NADI TOWN COUNCIL
GENERAL FUND
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2009

	Notes	2009 \$	2008 \$
ACCUMULATED FUNDS			
Accumulated Surplus		4,320,844	5,424,946
		<u>4,320,844</u>	<u>5,424,946</u>
Funds employed were represented by:			
Current Assets			
Cash on Hand		500	520
Debtors	2	2,099,525	2,737,740
Sundry Advances	3	257,979	216,755
Electricity Deposit		2,724	2,724
		<u>2,360,728</u>	<u>2,957,739</u>
Non Current Assets			
Fixed Assets	4	5,105,856	5,174,515
Total Assets		<u>7,466,584</u>	<u>8,132,254</u>
Current Liabilities			
Bank Overdraft	5	318,252	239,016
Creditors and Other Accruals		113,419	162,934
Sundry Deposits	6	639,156	625,824
Provision for Employee Entitlement	7	96,211	127,955
Loan	8	342,737	323,841
		<u>1,509,775</u>	<u>1,479,570</u>
Non Current Liabilities			
Loan	8	1,635,965	1,227,738
Total Liabilities		<u>3,145,740</u>	<u>2,707,308</u>
NET ASSETS		<u>4,320,844</u>	<u>5,424,946</u>

The accompanying notes are to be read in conjunction with the financial statements .

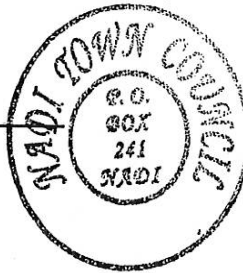
**NADI TOWN COUNCIL
GENERAL FUND
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2009**

COUNCIL'S STATEMENT

In our opinion the Financial Statements have been properly drawn up so as to show a true and fair view of the Nadi Town Council's operations for the year ended 31 December 2009 and of the state of affairs as at that date.



Aisea Tuidraki
Special Administrator



Terrence O'Neil
Town Clerk/CEO

Date:

**NADI TOWN COUNCIL
GENERAL FUND
STATEMENT OF INCOME AND EXPENDITURE FOR
THE YEAR ENDED 31 DECEMBER 2009**

	Notes	2009 \$	2008 \$
Expenditure			
Recurrent			
Garbage Services		402,351	275,750
Library Services		17,431	25,170
Salaries, Wages and Related Payments		797,193	864,798
Maintenance and Operating Expenses			
Admin. Expenses - Market		25,937	25,625
Advertising		23,941	24,331
Audit Fees		5,000	6,000
Buildings		156,296	158,396
Civic Reception, Entertainment		15,180	43,049
Cleaning of Sewerage Line		4,041	9,435
Contingency		215,347	781
Depreciation		122,090	116,972
Destruction of Animals		44	1,278
Electricity and Water		74,173	119,316
Fiji National Training Council Levy		3,857	11,833
Financial Loss Allowance		-	17,959
Insurance		79,437	73,410
Interest and Bank Charges		21,210	18,200
Land Rent		41,469	48,025
Legal Expenses		43,260	75,469
Maintenance of Burial Grounds		846	-
Maintenance of Office Equipment		5,651	5,228
Market Rental		40,000	40,000
Mayoral Allowance		-	5,160
Meeting Expenses		5,096	18,081
Miscellaneous		343	121
Parks and Gardens		43,690	72,588
		<u>2,143,883</u>	<u>2,056,975</u>

**NADI TOWN COUNCIL
GENERAL FUND
STATEMENT OF INCOME AND EXPENDITURE FOR
THE YEAR ENDED 31 DECEMBER 2009**

	Notes	2009 \$	2008 \$
BALANCE BROUGHT FORWARD		2,143,883	2,056,975
Plant,Machinery,Motor Vehicle and Tools		83,983	109,194
Printing, Stationery and Office Expenses		46,347	40,827
Public Celebration		8,600	10,480
Public Health Services		2,822	-
Road,Drains, Paths and Verges		287,165	316,733
Street Lights		74,969	56,637
Subscription - FLGA,PACOM,LACDE		1,534	3,178
Telecommunications		23,571	26,605
Travelling, Subsistence and Incidentals		18,512	15,196
Valuation Fees		1,500	179
Vehicle Stand		2,244	4,377
Upgrading and Improvements			
Beautification & Land Scaping		4,143	7,719
Building		2,058	20,014
Plant & Equipment		-	10,659
Roads, Drains and Footpath Improvements		538,147	113,097
Street Lights		87,255	9,162
Upgrading of Parks		15,508	141,944
TOTAL EXPENDITURE		3,342,241	2,942,976
DEFICIT		(1,333,721)	(593,362)

**NADI TOWN COUNCIL
LOAN REPAYMENT FUND ACCOUNT
STATEMENT OF INCOME AND EXPENDITURE FOR
THE YEAR ENDED 31 DECEMBER 2009**

	Notes	2009 \$	2008 \$
The Revenue for the year was derived from:			
Loan Rate		339,821	311,759
Loan Rate in Arrears		11,998	66,231
TOTAL REVENUE		351,819	377,990
The Expenditure for the year was incurred on:			
Interest		122,200	95,577
TOTAL EXPENDITURE		122,200	95,577
SURPLUS		229,619	282,413

NADI TOWN COUNCIL
STATEMENT OF CHANGES IN ACCUMULATED FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2009

	2009	2008
	\$	\$
General Fund Account		
Balance at the beginning of the year	1,146,594	1,739,956
Deficit for the year	(1,333,721)	(593,362)
Balance at the end of the year	<u>(187,127)</u>	<u>1,146,594</u>
Loan Repayment Fund Account		
Balance at the beginning of the year	4,218,652	3,936,239
Surplus / Deficit for the year	229,619	282,413
Balance at the end of the year	<u>4,448,271</u>	<u>4,218,652</u>
Sewerage Service Fund Account		
Balance at the beginning of the year	59,700	59,700
Surplus / Deficit for the year	-	-
Balance at the end of the year	<u>59,700</u>	<u>59,700</u>
Total Balance at the end of the year	4,320,844	5,424,946

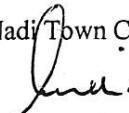
**NADI TOWN COUNCIL
PARKING METER FUND
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2009**

	Notes	2009 \$	2008 \$
ACCUMULATED FUNDS			
Accumulated Surplus		183,866	173,256
		<u>183,866</u>	<u>173,256</u>
Funds Employed are represented by :			
Current Assets			
Cash at Bank	5	183,866	173,256
NET ASSETS		<u>183,866</u>	<u>173,256</u>

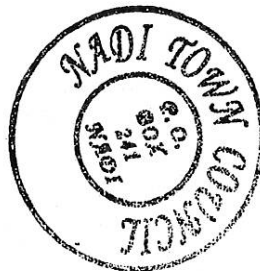
The accompanying notes are to be read in conjunction with the financial statements .


COUNCIL STATEMENT

In our opinion the Council Parking Meter Account have been properly drawn up so as to show a true and fair view of the Nadi Town Council's operations for the year ended 31 December 2009 and of the state of affairs as at that date.



Aisea Tuidraki
Special Administrator





Terrence O'Neil
Town Clerk/CEO

**NADI TOWN COUNCIL
PARKING METER FUND ACCOUNT
STATEMENT OF INCOME AND EXPENDITURE FOR
THE YEAR ENDED 31 DECEMBER 2009**

	Notes	2009 \$	2008 \$
The revenue for the year was derived from:			
Infringement Fines and Costs		83,963	151,539
Meter Tolls		116,164	83,909
TOTAL REVENUE		200,127	235,448
The expenditure for the year was incurred on:			
Recurrent			
Administrative Expenses to General Fund		20,783	27,870
Communication Cost		-	774
Electricity & Water		1,524	2,618
Insurance		2,800	135
Maintenance of Parking Meters and Bays		1,400	1,466
Miscellaneous		-	199
Office Rent and Maintenance		27,192	26,065
Plant & Vehicle - Operation		3,920	9,166
Printing and Advertising		1,578	2,610
Salaries and Related Payments		129,789	113,493
Search Fee and Legal Expenses		500	22,490
Towing Charges		31	-
TOTAL EXPENDITURE		189,517	206,886
SURPLUS		10,610	28,562

**NADI TOWN COUNCIL
PARKING METER FUND ACCOUNT
STATEMENT OF CHANGES IN ACCUMULATED FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2009**

	2009	2008
	\$	\$
Parking Meter Fund Account		
Balance at the beginning of the year	173,256	144,694
Surplus for the year	10,610	28,562
Balance at the end of the year	<u>183,866</u>	<u>173,256</u>

NADI TOWN COUNCIL
GENERAL FUND ACCOUNT
STATEMENT OF CASH FLOWS AS AT 31 DECEMBER 2009

	Notes	2009 \$	2008 \$
Cash Flows from Operating Activities			
Cash was provided from:			
Rates and other revenue		2,478,672	1,998,349
Insurance proceeds received		71,075	-
Interest		55,764	84,701
		<u>2,605,511</u>	<u>2,083,050</u>
Cash was applied to:			
Payments to Suppliers and employees		(3,125,634)	(2,782,577)
		<u>(3,125,634)</u>	<u>(2,782,577)</u>
Net Cash utilised by Operating Activities	12A(ii)	<u><u>(520,123)</u></u>	<u><u>(699,527)</u></u>
Cash Flows from Investing Activities			
Cash was applied to:			
Acquisition of property, plant and equipment		(53,433)	(36,922)
Disposal of Fixed Assets		-	(94,566)
Net Cash utilised by Investing Activities		<u><u>(53,433)</u></u>	<u><u>(131,488)</u></u>
Cash Flows from Financing Activities			
Cash was provided from:			
Loan Rate		351,819	377,990
Loan Raised		408,227	419,063
		<u>760,046</u>	<u>797,053</u>
Cash was applied to:			
Loan Repayment		(143,546)	(109,099)
Interest		(122,200)	(95,577)
		<u>(265,746)</u>	<u>(204,676)</u>
Net Cash Provided by Financing activities		<u><u>494,300</u></u>	<u><u>592,377</u></u>
Decrease in Cash held		(79,256)	(238,638)
Overdraft at the beginning of the reporting period		(238,496)	142
Net cash at the end of the reporting period	12A(i)	<u><u>(317,752)</u></u>	<u><u>(238,496)</u></u>

**NADI TOWN COUNCIL
PARKING METER FUND
STATEMENT OF CASH FLOWS AS AT 31 DECEMBER 2009**

	Notes	2009 \$	2008 \$
Cash Flows From Operating Activities			
Cash was provided from:			
Meter tolls and other revenue		200,127	235,448
Cash was applied to:			
Payments to suppliers and employees		<u>(189,517)</u>	<u>(209,953)</u>
Net Cash Provided by Operating Activities	12B(ii)	<u>10,610</u>	<u>25,495</u>
Net Increase in cash held		10,610	25,495
Cash at the beginning of the reporting period		173,256	147,761
Cash at the end of the reporting period	12B(i)	<u>183,866</u>	<u>173,256</u>

NADI TOWN COUNCIL

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Set out hereunder are the significant accounting policies adopted by the Council in the preparation of the accounts for the year ended 31 December 2009 unless otherwise stated, similar policies were followed in the previous year.

(a) Basis of Accounting

The financial statements have been prepared on accrual basis.

(b) Revenue

Revenue is recognised in the Statement of Income and Expenditure when charged to the ratepayers by the Council. The major sources of revenue are collections in the form of General rates, Loan rates and Rental Income from the Council's properties.

(c) Income Tax

Under section 17(4) of the Income Tax Act, the Council is exempt from tax on its income.

(d) Property, Plant and Equipment

Acquisition

Items of property, plant and equipment are stated at cost less accumulated depreciation and impairment losses. The cost of self-constructed assets includes the cost of materials, direct labour and an appropriate proportion of overheads.

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT'D)

(e) Depreciation

Depreciation has been provided using straight line method so as to write off the assets over their estimated useful lives.

The principal rates adopted are :-

Office Equipment	10%p.a
Furniture & Fitting	10%p.a
Plant & Machinery	10-20%p.a
Motor Vehicle	20%p.a
Building	1.25%p.a

(f) Trade and other Receivables

Trade and other receivables are stated at their cost less impairment losses.

(g) Impairment

The carrying amount of the Council's assets are reviewed at each balance sheet date to determine whether there is any indication of impairment. If any such indication exists, the assets recoverable amount is estimated at each balance sheet date. An impairment loss is recognised whenever the carrying amount of an asset or its cash generating unit exceeds its recoverable amount. All impairment losses are recognised in the Statement of Income and Expenditure.

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT'D)

(h) Trade and other payables

Trade and other payables are stated at their cost.

(i) Administrative fees

A rate of 12% is applied to the Parking Meter Fund budget to calculate administrative expenses to be charged to this account.

(j) Comparatives

Where necessary, comparative figures have been adjusted to conform with changes in presentation in the current year.

NADI TOWN COUNCIL

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT'D)**

		2009	2008
		\$	\$
NOTE 2:	DEBTORS		
	Rates debtors	2,085,042	2,706,857
	Rent debtors	14,483	30,883
		<u>2,099,525</u>	<u>2,737,740</u>
NOTE 3:	SUNDRY ADVANCES		
	Value Added Tax	98,198	79,970
	Miscellaneous	80,935	80,935
	Prepaid insurance	78,846	55,850
		<u>257,979</u>	<u>216,755</u>
NOTE 4:	FIXED ASSETS		
	Office Equipment - at cost	95,098	96,901
	Add: Addition and Disposal	-	(1,802)
	Less provision for depreciation	<u>(62,605)</u>	<u>(59,358)</u>
		<u>32,493</u>	<u>35,741</u>
	Furniture & Fittings - at cost	59,243	78,210
	Add: Addition and Disposal	-	(18,967)
	Less provision for depreciation	<u>(41,309)</u>	<u>(39,678)</u>
		<u>17,934</u>	<u>19,565</u>
	Plant & Machinery - at cost	452,166	607,615
	Add: Addition and Disposal	53,433	(155,449)
	Less provision for depreciation	<u>(157,352)</u>	<u>(119,433)</u>
		<u>348,246</u>	<u>332,733</u>
	Motor Vehicles - at cost	270,917	233,995
	Add: Addition and Disposal	-	36,922
	Less provision for depreciation	<u>(166,189)</u>	<u>(152,819)</u>
		<u>104,728</u>	<u>118,098</u>
	Building - at cost	5,273,672	5,273,672
	Less provision for depreciation	<u>(671,217)</u>	<u>(605,294)</u>
		<u>4,602,455</u>	<u>4,668,378</u>
	NET WRITTEN DOWN VALUE	<u>5,105,856</u>	<u>5,174,515</u>

NADI TOWN COUNCIL

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT'D)**

		2009	2008
		\$	\$
NOTE 5:	CASH AT BANK		
	General Fund	(318,252)	(239,016)
	Parking Meter Fund	183,866	173,256
		<u>(134,386)</u>	<u>(65,760)</u>
NOTE 6:	SUNDRY DEPOSITS		
	Contributions -Public Carpark	146,178	112,428
	Curio Vendors	110,017	106,751
	Tenders	175,316	143,516
	Rates Prepaid	32,893	32,893
	Contribution for Works	84,880	84,880
	Miscellaneous	89,872	145,356
		<u>639,156</u>	<u>625,824</u>
NOTE 7:	EMPLOYEE ENTITLEMENTS		
	Contributions are paid to the Fiji National Provident Fund on behalf of employees to secure retirement benefits and the costs are included in the statement of income and expenditure. The amounts expected to be paid to employees for their pro-rata entitlements for annual leave are accrued at current wage rates.		
	Provision for Employee Entitlement	<u>96,211</u>	<u>127,955</u>

NADI TOWN COUNCIL

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT'D)**

	2009	2008
	\$	\$
NOTE 8: LOAN FUNDS		
Loans raised by the Council bear interest charges ranging from 6.65% to 10% per annum and are repayable over 10 years. All loans are raised under the provisions of the Local Government Act and are secured on the assets of the Council.		
Balance at 1 January	1,551,579	1,241,615
Add: Loan Raised	689,719	419,063
	<u>2,241,298</u>	<u>1,660,678</u>
Less: Loans Repaid	262,596	109,099
Balance at 31 December	<u><u>1,978,702</u></u>	<u><u>1,551,579</u></u>
Repayment periods are categorised as follows :		
Current	342,737	323,841
Non - Current	1,635,965	1,227,738
	<u><u>1,978,702</u></u>	<u><u>1,551,579</u></u>

NADI TOWN COUNCIL

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009 (CONT'D)**

	2009 \$	2008 \$
NOTE 12: CASH FLOW RECONCILIATIONS (continued)		
(ii) Reconciliation of net cash (utilized) provided by operating activities		
Net Deficit from operations	(1,104,100)	(980,838)
Prior Year Adjustment	-	-
Depreciation	122,090	116,972
Loan Rate Fund	(229,619)	(282,413)
Sewerage Fund	-	-
Changes in Assets & Liabilities		
Increase in debtors	597,011	(351,665)
Decrease in deposits and prepayments	-	183,189
Increase in sundry advances and other liabilities	196,959	286,589
Decrease in accounts payables and accruals	(17,287)	300,157
Increase in Employee Entitlement	(31,744)	28,482
Increase in PPE	(53,433)	-
Net cash used in operating activities	<u>(520,123)</u>	<u>(699,527)</u>
B. PARKING METER FUND		
(i) Reconciliation of cash		
Cash at the end of the reporting period was as follows:	<u>183,866</u>	<u>173,256</u>
(ii) Reconciliation of net cash provided by operating activities		
Net Surplus from operations	<u>10,610</u>	<u>25,495</u>
Changes in Assets & Liabilities		
Net Cash provided by operating activities	<u>10,610</u>	<u>25,495</u>

