



TAVUA TOWN COUNCIL

Annual Report for the Year Ended 2007



PARLIAMENT OF FIJI
PARLIAMENTARY PAPER NO.133 OF 2020

ANNUAL REPORT

Section 19,
Local Govt Act, Cap. 125

For the Year Ended
31st December 2007

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1.0 DIRECTORY

**LOCATION : 6 NABUNA STREET
TAVUA**

**ADDRESS : P O BOX 532
TAVUA, FIJI ISLANDS
PHONE: (679) 6681 010
VODAFONE: (679) 9996 130
EMAIL: ttc@connect.com.fj**

AUDITORS : AUDITOR GENERAL

**BANKERS : AUSTRALIA AND NEW ZEALAND
BANKING GROUP LTD**

2.0 BACKGROUND

2.1 HISTORY

Tavua Town Council was declared a town with effect from 1st May 1992 by the Minister for Housing, Urban Development Hon. Ratu Ovini Bokini (Tui Tavua) under Section 5 (2) of the Local Government Act Cap 125 and an Interim Committee of Tavua Town was appointed to serve for a period of six months with effect from 1st May 1992. The Interim Committee was appointed to set up the administration of the Council and provide the Government of the Town and provide administration of the town within the specified time and handover the administration with the necessary governing tools such as Bylaws, Valuation, etc to the newly constituted Council. The Council was given a grant of \$40,000.00 for the establishment of its administration functions.

Raj Deo was appointed as the Town Clerk of Tavua Town Council. When the term of the Interim Committee expired on the 31st October 1992 in accordance with powers conferred upon him by Section 3 of the Local Government Act (Amendment) (No. 1) Decree 1998, the Minister for Housing and Urban Development appointed 11 people to be members of Tavua Town Council for the period of 1st November 1992 until the Local Government Elections were held in 1993.

At the Inaugural Annual General Meeting of the Council in November 1992, election for offices of Mayor and Deputy Mayor was held and Cr. Illiesa Vula was elected as Mayor and Cr. Pravin Singh, Deputy Mayor.

2.2 POPULATION

Tavua Town has 1202 male and 1186 female population. Total population 2388

2.3 ECONOMY OF TAVUA

Tavua's main economy is sugar cane, although the establishment of Tavua township was the result of gold mine in Vatukoula, which is in the interior of Viti Levu but easily accessible from Tavua. A wharf used by the mine, also exists at Vatia a few kilometers near the coast. The wharf is of historical significance as it was used as the main route of transportation from Suva to the western districts before the coastal road was built.

2.4 WEATHER OF TAVUA

Tavua's weather is mostly sunny and less rain throughout the year. From May to September is cool and dry and between October to April is hot and rainy.

2.5 MEMBERS OF THE COUNCIL

- Cr. Chandra Singh
- Cr. Shamim Khan
- Cr. Dharendra Singh
- Cr. Satya Prakash Singh
- Cr. Shailesh Kumar
- Cr. Ovini Bokini UqeUqe
- Cr. Nale Ratu Ovini Bokini
- Cr. Pravin Anand
- Cr. Praveen Sharma

2.5.1 ELECTION OF MAYOR AND DEPUTY MAYOR

At the Annual General Meeting of the Council the following Councillors were elected as Mayor and Deputy Mayor respectively for the next ensuring year:

Office of Mayor:	- Cr. Chandra Singh
Office of Deputy Mayor	- Cr. Ovini Bokini UqeUqe

2.5.2 APPOINTMENT OF STANDING COMMITTEES

The following standing Committees were appointed by the Council at its Annual General Meeting:

(a) Town Planning, Building, Health and Works

- (i) Cr. Dharendra Singh - Chairman

(b) Environment, Beautification, Parks, & Sports

- (i) Cr. Satya Prakash Singh - Chairman

(c) Finance, Capital Development and General Purpose

- (i) Cr. Pravin Anand - Chairman

(d) **Traffic Management**

(i) Cr. Ovini Bokini Uqeuqe – Chairman

(e) **Market**

(i) Cr. Pravin Sharma – Chairman

2.5.3 MEETINGS OF THE COUNCIL

The Council held the following number of Council and Committee Meetings:

(a)	Ordinary Council Meeting	- 10
(b)	Annual General Meeting	- 1
(c)	Special Council Meeting	- 2
(d)	Finance, Market and General Purpose Committee Meeting	- 10
(e)	Building, Health ad Works Committee Meeting	- 10
(f)	Parks, Gardens and Beautification	- 10
(g)	Traffic Management and Market	- 10

2.6

PRINCIPAL OFFICERS OF THE COUNCIL

The Principal Officers of the Council were:-

Town Clerk/Chief Executive Officer	- Vacant Position
Accounts Officer	- Mr. Renel Ram
Secretary	- Mrs. Praveen Lata Prakash
Market Master	- Mr. Peniasi Vauvau
Enforcement Officer	- Mr. Jone Kuwe Ralulu
Parking Meter Attendant	- Mr. Navin Prakash Reddy

Council engaged the services of Health Inspector from Ba Town Council also assisted by Tavua Rural Health Inspector. The building dept works undertaken by Town Clerk who was also the Building Inspector.

2.7 UNESTABLISHED SECTION

Works Section - 5

3.0 VISION

The Town of Tavua is dedicated to provide excellent municipal services for our diverse community and visitors; working together to build a sustainable socio-economic environment that is safe, clean and friendly.

3.1 MISSION

"To provide high quality municipal services; working in partnership with our diverse community & stakeholders; engender greater community pride through enabling and empowering; sustainable development and sound environmental management with equity for all"

4.0 HIGHLIGHTS OF YEAR 2007

4.1 Commonwealth Local Govt Conference – Auckland New Zealand 26th to 29th March

The above conference was organized by Commonwealth Local Government Forum and attended by the Councilors.

4.2 Asia Pacific Cities, Brisbane Australia 31/8/07 – 03/09/07

Cr. Ovini Bokini attended workshop in Townsville organized by Common Wealth Local Govt Forum.

4.3 Diwali Competitions

Diwali lights judging competition organized by Council and 3 winners declared and prizes awarded accordingly.

4.4 Closure of Emperor Gold Mines

The Emperor Mines Limited (EML) shut down on 5 December 2006 due to low price of gold and the high level of capital required to sustain the mining operation. The closure of EML greatly impacted the economy of Tavua Town.

4.5 FTU Tavua Branch Conference

FTU Tavua branch hosted conference in Tavua for its members.

4.6 Training of Trainers Workshop – Finance Management

Training of Trainers Workshop on Finance Management organized by Commonwealth Local Govt Forum was attended by two staff of the Council for two weeks.

4.7 Conjoint Meetings

Stakeholder meetings held with Land Transport Authority and Police on illegal operations in town. Joint operations carried out from time to time to curb illegal operations.

4.8 New Library

New Library facilities made available for students and general public through \$8,500.00 funding from CLGF. Books also donated with compliments of CLGF and New Zealand libraries.

4.9 Local Elected Leadership Training Program

Councillors attended Local Elected Leadership Training Program Module 1 and Module 2 organized by Local Government Association.

5.0

ADMINISTRATION AND FINANCE

5.1 LAND VALUATION AND RATE

The total unimproved capital valuation of land within the municipality was as follows:

Total UCV of Properties	\$9,606,500
Properties Exempted for Rates	\$ 262,000
Total Value of Rateable Properties	\$9,868,500

5.2 RATE LEVY FOR YEAR 2007

<u>RATE</u>	<u>LEVY</u>	<u>UCV</u>	<u>RATE REVENUE</u>
General	\$0.0089c + VAT	\$4,302,300	\$43,077
Special Loan Rate	\$0.004 c + VAT	\$5,096,600	\$22,935
Agricultural	\$0.006c + VAT	\$ 207,600	\$ 1,401
TOTAL		\$9,606,500	\$67,413

5.3 RATE ASSESSMENTS/RATEPAYERS

Total No. of Ratepayers - 247

5.4 RECURRENT REVENUE AND EXPENDITURE

The total recurrent revenue and expenditure of the Council for fiscal year ending December 2007 were as follows:

	<u>RECURRENT REVENUE</u>	<u>RECURRENT EXPENDITURE</u>	<u>SURPLUS (DEFICIT)</u>
General Funds	\$264,778.00	\$195,684.00	\$69,094.00
Special Streetlight	\$ 17,461.00	\$ 15,382.00	\$ 2,079.00
Parking Meter	\$ 18,009.00	\$21,288.00	(\$3,279.00)
TOTAL	\$300,248.00	\$232,354.00	\$67,894.00

5.5 RATES REPORT

The following is a summary of Rates collection for the year:

COLLECTION STATUS	AMOUNT
Collected as at 31/12/07	\$52,487
% Arrears Collected	34%
% Current Collected	92%

6. FIRE SERVICES

The Fire Service was provided by the National Fire Authority's, Tavua Station

7.0 PARKS AND RECREATIONAL FACILITIES

7.1 Garvey Park – Stadium

Council continues to provide the needs of the sporting organisation from both rural and urban areas. Revenue is derived from ground fees from:

- ❖ Provisional Rugby Games
- ❖ League Games
- ❖ Hiring of Parks

7.2 Garvey Park-Upgrading

Recommendations from Lautoka City Council Works Manager, Mr Amal Prasad regarding turf and other routine works to be carried out to keep Garvey Park under OHS standards. Council upgraded the turf on the technical advise from Lautoka City Council Engineers.

7.3 Children's Park

Children's park facilities:

- Nabuna Street - this park provides playing equipment for the children and is safe and secure. New playing equipment donated by Rajesh Patel of Supreme Fuel Ltd.
- Vutu Place – Open space – no playing equipment but used by children to play soccer etc.

8.0 PUBLIC HEALTH AND ENVIRONMENT

The Council continues to promote the Health Welfare for convenience of the inhabitants of the Municipality within the limits of its resources as required under Public Health and Local Government Act

8.1 Environmental Sanitation

Council made regular inspections of individual premises to identify the existence of Public Health Nuisances and bring about their abatement thereafter.

8.1.1 Licences/Registration of Premises: Under the Public Health Act

Public Health Licence was issued for under mentioned premises for year 2007. Some were for renewal of existing premises and some for new operations.

Hotels	1
Restaurants	3
Restaurants and Refreshment Bars	7
Refreshment Bars and Takeaways	3
Restaurants with Liquor	3
Bake Houses	3
Butcher Shops	4
Hair Dressers/Barbar Shops	7
TOTAL	31

8.1.2 Public Health

Listed below are details of summary of inspections carried out within the district to ascertain the sanitary conditions of below mentioned premises:

	<u>INSPECTIONS</u>	<u>REINSPECTIONS</u>	<u>TOTAL</u>
House to House Inspection Of District	41	41	82
Investigation of Complaints, Nuisances etc	74	74	
New Building sites before approval	2	-	2
New Building Works in Progress	15	-	15
Factories and Workshops	1	1	1
Schools			
Hairdressers, Chiropodists etc			
Food shops, Food stores, Markets	50		50
Eating Houses and Ice-cream Premises			
Bake houses			
Butcher Shops			
Church	15		15
Sanitary			
Hotels			
Business Houses			
Vacant Lots			
<u>TOTAL</u>	198	116	165

8.1.3 Summary of Sanitary Improvements

<u>ITEMS</u>	<u>ORDERED</u>	<u>COMPLETED</u>
Repairing of Buildings		
Improvements to Lighting and Ventilation of Buildings		
Removal of Unauthorised Erections		
Provision of Garbage Tins		
Filling of Unsanitary Privies		
Repairing or cleansing of bathroom or washing Place		
New Kitchens		
Repairing or cleansing of Kitchens		
Provision of drains		
Repairing or Cleansing of Drains	56	56
Removal of accumulations of refuse etc	46	46
Clearing of overgrowth of grass	2	2
Abatement of nuisances from animals or Poultry	1	1
Abatement of mosquito breeding		
Cleansing of food premises		
Structural Improvements to Food Premises		
Cleansing of Food Vehicles		
Cleansing or improvement of hairdressers premises		
Improvement of Schools		
Bailing of Septic Tank		
Abatement of Noise Nuisance		
Impounding of Stray Cattle		
Provision of Garbage Tins		
Closing Order		
Public Health Nuisance	9	9
TOTAL	114	114

8.1.4 Written Notices Served For Existence of Sanitary Conditions of Premises Mentioned in Table

Intimation Notice Served	-	122
Statutory Notices Served	-	39

8.1.5 Litter Prevention

The Council continues to embark on educational programs to create awareness amongst the community at large by sending circulars and installing billboards within the municipality. Further necessary enforcement by way of booking was undertaken.

8.1.6 Garbage/Refuse Collection and Disposal

Normal domestic garbage was collected by the Contractor three days a week. Commercial and Industrial waste collection and disposal continued to be the responsibility of the people involved.

A total of 156 loads of refuse were collected and disposed at the Vatukoula dump. The Council continues to use the dump at Vatukoula which is owned and maintained by Emperor Gold Mining Co Ltd upon payment of a fee of \$787.50 per month for disposing refuse.

8.1.7 Regular Monthly

Clean up campaign was undertaken and such service was provided on last Tuesday's of each month. Total loads of refuse collected – 90.

8.1.8 Public Convenience

The public toilet has been maintained regularly. Further a general upgrading of public convenience was undertaken with funds from Japanese Government.

8.1.9 Health Inspector

Ba Town Council assisted Tavua with health services and also Tavua Rural Health Inspector was also engaged from time to time.

8.2.0 Mosquito Control

Regular inspection of properties was carried to see that all potential breeding grounds were abated. Further mosquito spraying was undertaken as and when required.

9.0 TOWN PLANNING AND BUILDING

The Town Planning and Building Section, assistance was taken from Ba Town Council Building Inspectors as well as from Tavua Rural Local Authority.

9.1 Building Statistics

9.1.1 Building Applications Received for Consideration

<u>TYPE OF DEVELOPMENT</u>	<u>NUMBER</u>	<u>VALUE</u>
Commercial Buildings/Extension	3	\$14,000
Residential	5	\$89,425
Miscellaneous Works	0	Nil
TOTAL	8	\$103,425

9.1.2 Building Applications Approved

<u>TYPE OF DEVELOPMENT</u>	<u>NUMBER</u>	<u>VALUE</u>
Commercial Extension	1	\$14,000
Residential	2	\$ 41,000
Miscellaneous Works	0	Nil
TOTAL	4	\$55,000

9.1.3 Completion Certificate Issued - Nil

<u>TYPE OF DEVELOPMENT</u>	<u>NUMBER</u>	<u>VALUE</u>
New Dwelling	-	-
Commercial	-	-
<u>TOTAL</u>	-	-

9.1.4 Building Permit Fees

The total revenue for issuance of building permit was \$597.

10.0 MARKET

The Market was under the management of a Market Master.

10.1 Revenue

Breakdown of revenue received from Market is as follows.

SOURCE	2006 VEP	2007 VEP
Market Stall Fees	\$89,746.38	\$92,322.00
Fish Market Fees	\$ 3,062.74	\$ 3,564.66
Lockup Shop Rental	\$ 12,489.11	\$ 7,633.46
TOTAL	\$105,298	\$103,520

10.2 Market Washing

Regular Market washing was carried out during the year by our workforce with a view to maintain the Market in clean condition.

10.3 Increase in Market Fees

Market stall fees increased with effect from 9th July 2007.

11.0 BUSINESS LICENSING

The Council is the Licensing Authority under Business Licensing Act, Cap. 204 and businesses were issued with Licenses to operate. Total Business Licence fee collected for year 2007 is **\$34,483**

12.00 WORKS ON CONTRACT

12.01 Removal of Household Garbage

Contractor	:	Mr. Sharda Nand Sharma
Address	:	Rabulu, Tavua
Annual Contract Price	:	\$16,800.00

12.02 Grass Cutting and Drain Cleaning

Contractor	:	Goldtown Cleaning Services
Address	:	Tavua Town
Contract Price	:	\$1,100.00 per round

12.03 Maintenance of Roads

Regular maintenance of roads was carried out by Council as need arose.

13.0 PARKING METERS

As part of traffic management and control Parking Meters were maintained in working order.

Total meters in operation	-	71
Total revenue collected during the year	-	\$18,009
Total Expenditure for the year	-	\$21,288

14.0 CONCLUSION

The Council was able to fulfill its duties and obligations as required of it under Sec 88 of Local Government Act. Further service delivery was maintained to a reputable level in particular emphasis was made on efficiency and cost effective.

Further I wish to endorse my appreciation and gratitude for support and cooperation rendered by Councillors, Ministry of Local Government and other government and non Government Departments, Sister Councils and at large the Ratepayers and Citizens of Tavua.

In addition to above our appreciation to Commonwealth Local Government Forum for their kind assistance in funding of our Tavua Municipal Library.

Lastly the Council wishes to acknowledge the dedicated services rendered by its CEO, Staff and Workforce.

Data.

.....
PRAVEEN LATA PRAKASH (MRS)
ACTING CHIEF EXECUTIVE OFFICER



**REPUBLIC OF THE FIJI ISLANDS
OFFICE OF THE AUDITOR GENERAL**

8th Floor, Ratu Sukuna House,
MacArthur Street,
P. O. Box 2214,
Government Buildings,
Suva, Fiji Islands



Telephone: (679) 330 9032
Fax: (679) 330 3812
Email: info@auditorgeneral.gov.fj
Website: <http://www.oag.gov.fj>



ACCOUNTABILITY IN THE PUBLIC SERVICE SECTOR THROUGH QUALITY AUDIT SERVICES

File: 987/1

3 June 2009

The Mayor
Tavua Town Council
P O Box 532
TAVUA

Dear Sir

AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2007

Audited financial statements of the Tavua Town Council for the year ended 31 December 2007 together with my audit report on them are enclosed.

Particulars of the errors and omissions arising from the audit have been forwarded to the management of the Council for its actions.

Tevita Bolanavanua

Tevita Bolanavanua
ACTING AUDITOR GENERAL

**TAVUA TOWN COUNCIL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2007**

**TAVUA TOWN COUNCIL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2007**

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8th Floor, Ratu Sukuna House
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ACCOUNTABILITY IN THE PUBLIC SERVICE SECTOR THROUGH QUALITY AUDIT SERVICES

TAVUA TOWN COUNCIL
ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2007

INDEPENDENT AUDIT REPORT

Scope

I have audited the financial statements of Tavua Town Council for the year ended 31 December 2007 in accordance with the provisions of the Local Government Act and section 13 of the Audit Act. The Tavua Town Council is responsible for the preparation and presentation of the financial statements and the information they contain. 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 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.

Qualifications

- 1) The Statement of Revenue and Expenditure of the Council at 31 December 2007 has been prepared using the cash basis of accounting and does not take into account revenues not received and expenditures not paid at balance dates. Similarly, the Statement of Financial Position does not incorporate debtors, non-current assets, prepayments, creditors and accruals and is therefore a limited statement of financial position. This basis of accounting is not in accordance with section 57(1) of the Local Government Act.
- 2) Separate accounting records and bank accounts were not maintained by the Council for the Parking Meter Fund Account. All monies collected and payments relating to the Parking Meter Fund Account were made through the General Fund bank account, contrary to sections 47(2) and 59 (3) of the Local Government Act.

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 2007 and the results of its operations for the year then ended.

TB

Tevita Bolanavanua
ACTING AUDITOR GENERAL

Suva, Fiji.

Date: 03 June 2009



**TAVUA TOWN COUNCIL
GENERAL FUND ACCOUNT
STATEMENT OF FINANCIAL POSITION**

	Notes	2007	2006
		\$	\$
Funds employed were represented by:			
Current Assets			
Cash on Hand and at bank	5	137,093	65,597
Refundable Deposits		5,016	5,016
TOTAL NET ASSETS		142,109	70,613

Nature and sources of funds employed:

Current Liabilities

Vat Payable	6	2,518	2,195
Accumulated Funds	7	139,591	68,418
TOTAL FUNDS EMPLOYED		142,109	70,613

The statement of Financial Position is to be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 9 to 12.

COUNCIL'S STATEMENT

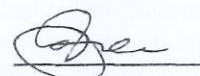
In our opinion, the financial statements have been properly drawn up so to show a true and fair view of Tavua Town Council's operations for the year ended 31 December 2007 and of the state of affairs and cashflows as at that date.



Administrator

Date 28/5/09.





Town Clerk/CEO

Date 28/5/09.

**TAVUA TOWN COUNCIL
GENERAL FUND ACCOUNT
STATEMENT OF REVENUE AND EXPENDITURE**

	Notes	2007	2006
		\$	\$
The revenue for the year was derived from:			
General Rates	8	35,026	41,449
Fees and Charges	2	157,673	175,757
Other Revenue	3	72,079	14,734
Total Revenue		264,778	231,940
The expenditure for the year was incurred on:			
Administration		88,172	101,901
Health Services		61,579	81,033
Parks and Gardens		28,734	26,110
Market		16,495	15,356
Bank Charges		704	553
Capital			
Others		0	210
Total Expenditure		195,684	225,163
Net Surplus for the year was		69,094	6,777
(Deficit) Balance as at 1 January was		(11,857)	(18,634)
Leaving a Surplus Balance at 31 December 2007 of	7	57,237	(11,857)

TAVUA TOWN COUNCIL
SPECIAL FUND ACCOUNT
STATEMENT OF REVENUE AND EXPENDITURE

	Notes	2007	2006
		\$	\$
The revenue for the year was derived from:			
Special Loan Rate	8	17,461	20,881
Total Revenue		<u>17,461</u>	<u>20,881</u>
The expenditure for the year was incurred on:			
Street Light Charges		9,819	9,155
Installation & Replacement Street Lights		70	0
Maintenance of Street Lights		5,493	4,269
Total Expenditure		<u>15,382</u>	<u>13,424</u>
Net Surplus For The Year Was		2,079	7,457
Surplus Balance as at 1 January was		80,275	72,818
Leaving a Surplus Balance at 31 December 2007	7	<u>82,354</u>	<u>80,275</u>

**TAVUA TOWN COUNCIL
PARKING METER FUND ACCOUNT
STATEMENT OF FINANCIAL POSITION**

	Notes	2007	2006
		\$	\$
Funds employed were represented:			
Current Assets			
Cash at Bank	5	2,317	5,596
Non-Current Assets			
Property, Plant and Equipment	9	14,054	17,941
TOTAL NET ASSETS		16,371	23,537


Nature and source if funds employed:

Loan funds less repayment	13	29,536	33,423
Accumulated funds		(13,165)	(9,886)
TOTAL FUNDS EMPLOYED		16,371	23,537

The Statement of Financial Position is to be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 9 to 12.

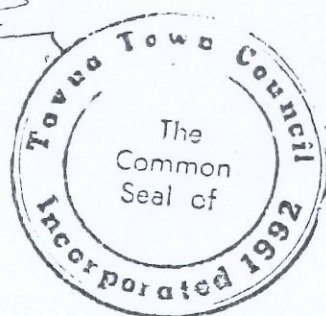
COUNCIL'S STATEMENT

In our opinion, the financial statements have been properly drawn up so to show a true and fair view of Tavua Town Council's operations for the year ended 31 December 2007 and of the state of affairs and cashflows set out on pages 9 to 12.



Administrator

Date





Town Clerk/CEO

Date

TAVUA TOWN COUNCIL
PARKING METER FUND ACCOUNT
STATEMENT OF REVENUE AND EXPENDITURE

	Notes	2007	2006
		\$	\$
The revenue was derived from:			
Toll Fees		7,135	11,083
Fines		7,300	3,111
Prepaid		3,307	0
Other Damages		267	0
Total Revenue		18,009	14,194
The expenditure for the year was incurred on:			
Salary		7,877	4,515
FNPF		1,402	787
Uniform & Boots		156	129
Parking Meter Expenses		1,896	494
Parking Meter repair & Maintenance/Certification		1,787	916
Stationery		20	124
Repayment		7,260	10,554
Interest on Loan		0	3,366
Legal Expenses		890	0
Total Expenditure		21,288	20,885
Net (deficit) For The Year Was		(3,279)	(6,691)
Surplus Balance as at 1 January was		(9,886)	(3,195)
NET FUNDS EMPLOYED		(13,165)	(9,886)

TAVUA TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted by the Council are stated to assist in a general understanding of these financial statements. The accounting policies adopted are consistent with those of the previous year except as stated otherwise.

a) Basis of preparation of the financial statements:

The financial statements have been prepared on cash basis of accounting.

b) Property, Plant and Equipment:

The Council has adopted the policy of charging to income the full cost of assets at the time of acquisition except projects financed from loan funds which are capitalised as expenditure is incurred and are written down in value by the actual amount of principal repaid annually over the prepaid loan.

2. REVENUE - FEES AND CHARGES

	2007	2006
	\$	\$
Business Licence	34,483	37,757
Building Fees	597	1,229
Bus Stand Charges	1,032	1,405
Taxi Stand And Carrier Stand Charges	3,618	6,435
Market Fees	103,520	105,298
Childrens Parks and Ground Fees	13,931	21,955
Drua Booth Rental	-	600
Canteen Rental	159	1,078
E-Pay Booth Rental	333	-
	<u>157,673</u>	<u>175,757</u>

3. OTHER REVENUE

Grant -Challenge Fund	40,000	-
Special community project	10,243	-
Grant - Library	8,500	6,993
Illegal Fines	4,837	-
Miscellaneous	7,941	6,758
Interest on Overdue Rates	414	580
Refundable Deposits	144	403
	<u>72,079</u>	<u>14,734</u>

TAVUA TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

	2007 \$	2006 \$
4. ARREARS OF REVENUE		
As the accounts are kept on a cash basis the arrears of the rates and the interest, garbage fees and the other revenue at the end of the year not reflected in the financial statements were:		
Rates and Interest	22,478	40,868
Other Charges	108,215	86,714
	<u>130,693</u>	<u>127,582</u>
5. CASH ON HAND & BANK		
Cash at Bank - General Fund Account	26,396	65,547
Cash on Hand	50	50
Cash at Bank- Challenge fund Account	79,961	-
Cash at Bank- Special Community Account	30,686	-
	<u>137,093</u>	<u>65,597</u>
Cash at Bank - Parking Meter Account	1,657	5,596
	<u>138,750</u>	<u>71,193</u>
6. CURRENT LIABILITIES		
VAT Payable	<u>2,518</u>	<u>2,195</u>
7. ACCUMULATED FUNDS		
General Fund	57,237	11,857
Special Fund	82,354	80,275
	<u>139,591</u>	<u>68,418</u>
8. RATES		

The Council with effect from 1 January 2003 has fixed general and special rates at 0.0089 cents and 0.004 cents in the dollar on Unimproved Capital value respectively.

TAVUA TOWN COUNCIL
NOTES TO AND FORMING PART OF THE ACCOUNTS

	2007 \$	2006 \$
9. PROPERTY, PLANT & EQUIPMENT (FINANCED FROM LOAN FUND)		
Loan amount utilized	17,941	28,375
Bank fee Capitalised	120	120
	<u>18,061</u>	<u>28,495</u>
Less: Written down value of assets		
Representing actual principal paid	4,007	10,554
	<u><u>14,054</u></u>	<u><u>17,941</u></u>

10. DISCOUNT ON RATES

The Council by resolution did not grant any discount on rates. The reason being that the revaluation of all rateable properties had been carried out in year 2001. However, rates were levied on the old valuation. The Council had to pay a considerable amount for the revaluation exercise.

11. CAPITAL COMMITMENTS at balance date - Nil 2007, (Nil 2006)

12. CONTINGENT LIABILITIES at Balance date - Nil 2007, (Nil 2006)

TAVUA TOWN COUNCIL
NOTES TO AND FORMING PART OF THE ACCOUNTS

13. LOAN FUNDS - PARKING METER FUND

Loans raised by the Council bear interest charges of 10.45% per annum and is repayable over the period of 10 years. Loan is raised under the provision of the Local Government Act and are secured on the assets of the Council, undertaking and Uncalled Capital.

Details of Loan Outstanding is as follows:

	2007 \$	2006 \$
Loan taken from Colonial Bank	33,423	43,857
Add: Bank fee capitalised	120	120
Interest capitalised	<u>3,253</u>	<u>3,366</u>
	36,796	47,343
Less: Repayment	<u>7,260</u>	<u>13,920</u>
	<u>29,536</u>	<u>33,423</u>