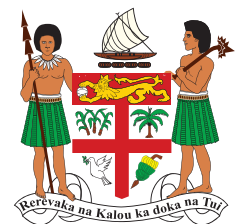




NADI TOWN COUNCIL

Annual Report for the Year 2011



PARLIAMENT OF FIJI
PARLIAMENTARY PAPER NO. 164 OF 2020

NADI TOWN COUNCIL

ANNUAL REPORT

(Section 19 - Local Government Act, Cap 125)

**FOR THE YEAR ENDED
31ST DECEMBER, 2011**

**AISEA TUIDRAKI
SPECIAL ADMINISTRATOR**

**NEMIA TAGI
CHIEF EXECUTIVE OFFICER**

NADI TOWN COUNCIL
ANNUAL REPORT FOR THE YEAR 2011

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 Children's 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

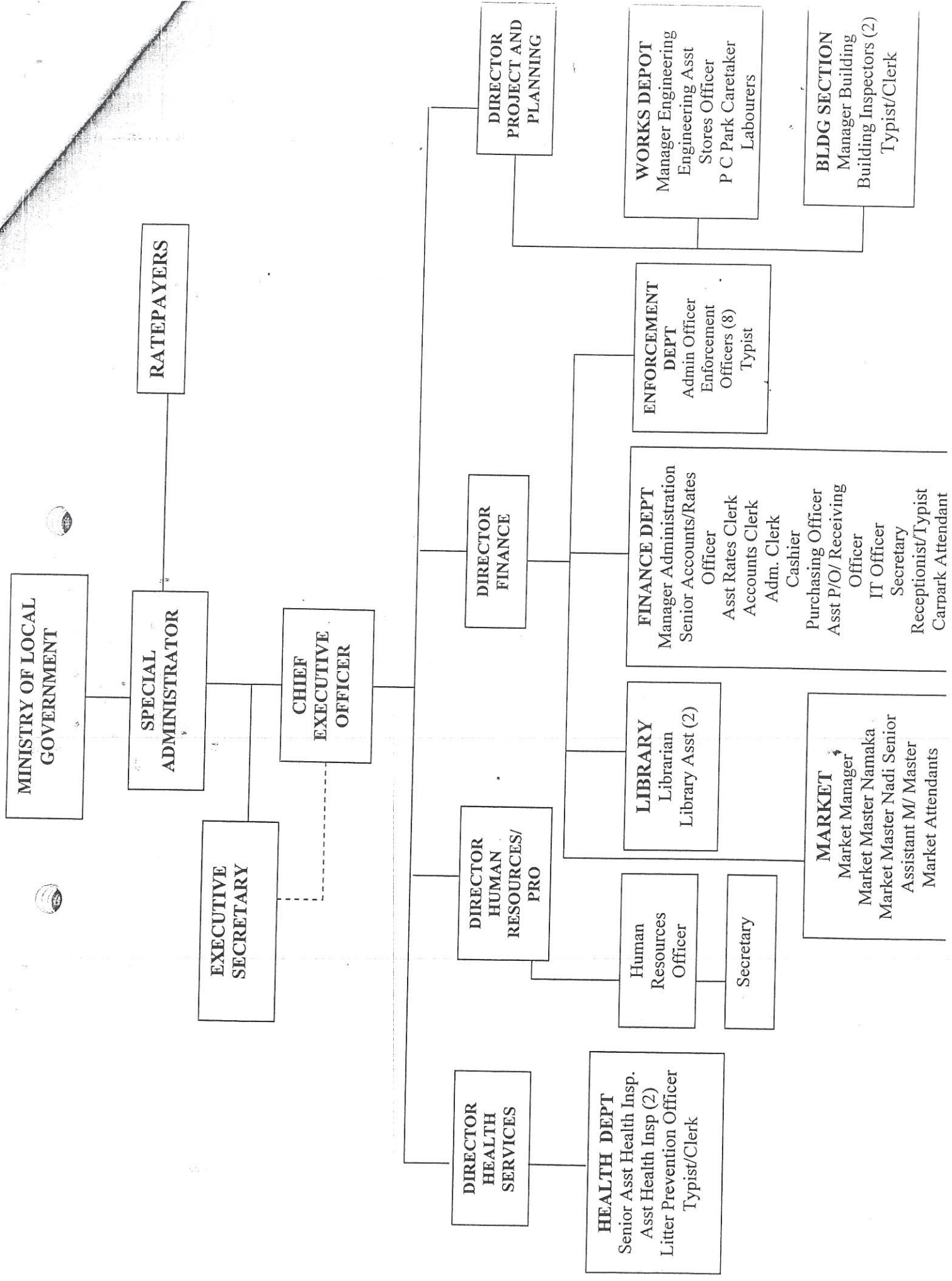
Intersections are improved through kerb extensions to minimise illegal use of the corners. Sight lines have improved as a result. There is better management of carparking in these areas.

❖ 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. 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.

6. PRINCIPAL OFFICERS

Chief Executive Officer	-	Mr Terrence O'Neill
Director Finance	-	Miss Sheetal Payda
Acting Director Projects and Planning	-	Ratu Meli Naevo
Town Engineer	-	Vacant
Acting Director Health	-	Mr Rajeshwar Raj

7. AUDITORS OF THE COUNCIL

- Auditor - General of Fiji

8. 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

9. NUMBER OF MEETINGS HELD DURING THE YEAR 2011 COUNCIL MEETINGS

Ordinary	-	12
Annual	-	Nil
Special	-	Nil
Emergency	-	Nil

12. COMMITTEE MEETINGS

Health and Market	-	12
-------------------	---	----

Development, Town Planning Works, Building, Tourism, Beautification and Parks	-	12
Finance and Planning	-	12
General Purposes and Library	-	12
Staff Committee	-	4

13. VISITORS

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

Irshad Ali	-	Fenc Fiji
Naveena/Sher	-	SPCA – Fiji
Raman V	-	Lodhia St
Huang Ae	-	Chinese Embassy
Isoa T/ALipate Tavai	-	KAA, Vuda
I. Vasu	-	Commissioner Correction HQ
Du Shigen	-	Hangzhou City
Irshad Ali/Kirti/Aisake Naivalu	-	Fenc
Devika Kumar	-	My Doctors
Amir Khan	-	Sydney, Australia
Chandu Umaria	-	Special Administrator Suva/Lami
Vijay Chand (JP)	-	Special Administrator Labasa/Savusavu
Moses Kama	-	Special Administrator Nasinu
Praveen Bala	-	Special Administrator Ba
Napolioni Masirewa	-	Special Administrator Nausori/Levuka
Seini Raiko	-	Special Administrator Rakiraki
C. Arun Prasad	-	Special Administrator Ba/Tavua
Josese Rakuita	-	Ministry of Local Government
Doreen Singh	-	Ministry of Local Government
Samuela Saumatua	-	Ministry of Local Government
Ratu Meli Vesikula	-	Ucunivanua, Verata
Anirudh Singh	-	Ministry of Labour
Mohammed Rafiq	-	Labasa
John Samy	-	Auckland, New Zealand
Robin Nair	-	New Zealand
Seni Buliatoga	-	Gibson Freight
Rengeena Singh	-	Air Pacific Limited
Laura Niskanen	-	UNISDR, Suva
Nick Darreniza	-	Australia
Jess Darveniza	-	Australia
Abhimanyu Krishna	-	Samabula
Sadasiwan Reddy	-	Navakai, Nadi
Samuela Tupou	-	Makoi
Honda Swichi	-	Shibushi City, Japan
Kami Mura Tamaki	-	Shibushi City, Japan
Nishikawa Junichi	-	Shibushi City, Japan

Kanoko Takeoka	-	Shibushi City, Japan
Hae-wook Cheong	-	Korean Embassy, Suva
Bill Brook	-	Gray Road, Mountainview
Tony Philp	-	Vuda Marina
Verona Lucas	-	9 Ragg St., Luatoka
Balavu Tora	-	Pivotal Holdings, Lautoka
Joe Roff	-	Lifeline Fiji
Milly Kado		
Viniasi Rawaqa	-	Veiseisei Village
Ji junmin	-	Ningbo, China
Shinobu Mamya	-	Tokyo
Caleb Ralph	-	
Patrick F.	-	Styte Fiji
Shaun Ryan	-	Auckland
Danielle Hayes	-	Whakafane
Michaela Steenramp	-	Christchurch
Andhy Blake	-	New Zealand
Joel Ashworth	-	Wanganui, New Zealand
Shane Gould		

14. **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 2011 was \$138,060,092.00.

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 2011 rates paid in January – 7% discount.
- (b) For all 2011 rates paid in February – 5% discount.

1.2 RATES COLLECTION

The rates collection report for 2011 was as follows:

Particulars	Rates Struck (\$)	Arrears (\$)	Total (\$)
Rates Due	1,292,854	2,112,559	3,405,413
Less Collection	1,051,784	284,095	1,388,564
Less Discount	52,685	65,129	117,814
Add Interest 31/12/11		221,170	221,170
Balance Outstanding	188,385	1,984,505	2,172,889
Percentage Collection	85%	14%	42%

1.3 REVENUE SOURCES OTHER THAN RATES GENERAL FUND

Revenue from sources other than rates represent almost 58% 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

Nil

HEALTH DEPARTMENT

1. INTRODUCTION

The 2011 fiscal year was a very challenging one and full of activities. The department lacked human resources in terms of service delivery. In addition waste minimization and 3R promotion project was one of the priority area of the department in order to draft a Solid Waste Management Master Plan.

The staff in the Department did a very marvelous job whereby the concept of 3R was promoted/implemented in whole of Nadi Town Boundary.

HEALTH INSPECTOR'S ANNUAL REPORT , 2011

A. SUMMARY OF INSPECTIONS

NO	TYPES OF PREMISES	TOTAL INSPECTION	TOTAL REINSPECTION	TOTAL
1	House to house inspection	364	244	608
2	Investigation of complaints, nuisance, etc	343	263	606
3	Hotels, Motels and guest houses	43	24	67
4	Factories and Workshops	20	11	31
5	Dance Hall, night clubs, cinema houses etc	31	19	50
6	Schools	38	13	51
7	Laundries	11	4	15
8	Hairdressers and Chiropodists etc	96	61	157
9	Food shops, food stores, markets, etc	157	106	263
10	Restaurants and refreshment bars	193	125	318
11	Aerated Water and other food factories	6	3	9
12	Bake houses	53	35	88
13	Inspection of public conveniences	55	123	278
14	Butcher Shops	77	47	124
15	Food vehicles and food carts	57	22	79
16	Storm water drains	99	76	175
17	Refuse Dumping	272	239	511
18	Inspection of vacant lots	174	109	283
19	Inspection of sweetmeat kitchens	51	-	51

20	Inspection of sewer manholes	79	-	79
21	New Bldg Works in progress, site inspection final inspection	35	19	54
22	Inspection of taxi,carrier,minibus stand,bus bay	17	18	35
23	Inspection of private car park	11	8	19
24	Inspection of Alleyways & service lane/Arcades	36	29	65
25	Inspection of Public Litter Bins	66	247	313
26	Inspection of Civic Park & Children	14	11	25
27	Inspection of Commercial Building Shops/Offices	27	11	38
	TOTAL	2525	1867	4392

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

NO	TYPES OF PREMISES	ORDERED	COMPLIED
1	Investigation of complaints, nuisance etc	303	236
2	Improvements to hotels, motels and guest houses	16	13
3	Improvements to Factories and Workshop	10	10
4	Improvements to night clubs, cinema houses etc	32	16
5	Cleaning or improvements to schools	24	19
6	Cleaning or improvements to laundries	21	16
7	Improvements to Hairdressers and Chiropodists etc	81	69
8	Improvements to Food shops, Foodstores, markets etc	102	92
9	Improvements to Restaurants and Refreshments Bars	90	76
10	Improvements to Aerate Water, other food factories	9	8
11	Cleansing or improvements to Bakehouses	37	32
12	Improvement to public conveniences	94	83
13	Cleansing or improvements to Butcher Shops	37	32

14	Improvements to Food Vehicle and Food Carts	30	23
15	Cleansing or improvements to Storm Water drains	76	61
16	Removal of accumulation of refuse etc	163	102
17	Clearing or overgrowth of long grass	122	46
18	Improvements to buses for diesel/oil/grease leaking	27	12
19	Provision of garbage bins	104	67
20	Abatement of mosquito breeding	12	9
21	Abatement of nuisances from animals or poultry	18	13
22	Impounding or straying animals/dogs	39	21
23	Leaking water main referred to PWD	52	46
24	Overflow of sewer referred to PWD	55	53
	TOTAL	1554	1155
	*This column may include work completed during the month under review but ordered during previous months or not re-inspected.		

C. (I) LITTER REMINDER NOTICE SERVED

NAME

Number of Litter Reminder Notices serve - 115
 Number of fix penalty notice served - 63

D. i. BUSINESS LICENCES AND REGISTRATION OF PREMISES

Upon satisfactory condition of premises in accordance to Public Health Act Cap 111, business license is issued.

ii] SUMMARY OF BUSINESS LICENCE ISSUED FOR THE YEAR

Restaurant/Milbar/Takeaways	- 127	Butcher	- 22
Wholesale/Retail	- 22	Medical centre	- 2
Club	- 8	Supermarket	- 16
Beauty Salon	- 24	sweetcart	- 4
Massage	- 9	Manufacturer sweet	- 1
Spa	- 3	Liquid manufacturer	- 1
Hotels/motels	- 33	Achool	- 3
Hairdressing/Barber	- 27	Apartment	- 1
Seafood	- 1	Food factory	- 3
Kava Saloon	- 7	Ice cream processing	- 1

Garment	-	20	Ice cream cart	-	2
Billiard/amusement	-	2	Exporter	-	1
Bakery	-	21	Hawkers	-	3
Tattoo	-	2	Service Station	-	1
TOTAL					371

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

<u>NO.</u>	<u>TYPES OF PREMISES</u>	<u>NO. OF LICENCES ISSUED</u>
1	Hotels/Apartments	22
2	Motels/Guests Houses	11
3	Restaurants	111
4	Takeaways/Milk Bar/Dairy	46
5	Garment Factories	23
6	Service Station	6
7	Theatre	-
8	Pool-Table/Billiard/Amusement	3
9	Private Clubs	2
10	Butchers	24
11	Supermarkets	18
12	Barber/Chiropodists	35
13	Schools/Commercial	5
14	Bakery	23
15	Night Clubs	7
16	Laundry	1
17	Food Factory/Aerated Water	7
18	Massage Parlour	18
19	Garbage Contractor	1
20	Exporter Fresh Vegetables	1
21	Kava Saloon/Shop Retail	8
22	Exporter Fish	1
23	Beauty Saloon	31
24	Manufacturer Ice Cream	1

25	Medical Practitioner	18
26	Caterers	-
27	Manufacture Liquor	1
28	Wholesale	2
29	Bottle Shop	11
30	Shop Retail	22

E. HAWKERS LICENCES

Number of licenses issued to hawkers operating in the town boundary were as follows:-

NO.	TYPE OF OPERATION	NO. OF LICENCE ISSUED
1	Sweet meat	11
2	Ice Cream	2
3	Caravan	4
4	Selling Coconut	5

F. SUMMARY OF INSPECTIONS

NO.	TYPES OF PREMISES	TOTAL INSPECTIONS	TOTAL RE-INSPECTIONS	TOTAL
1	House to house Inspection	615	237	852
2	Investigation of complaints, nuisance etc.	505	358	863
3	Hotels, Motels and guest houses	68	32	100
4	Factories and Workshops	44	20	64
5	Dance hall, night clubs, cinema houses etc	18	12	30
6	Schools	84	47	131
7	Laundries	19	18	37
8	Hairdressers and Chiropodists etc	192	108	300
9	Food shops, food stores, markets etc	302	229	531
10	Restaurants and refreshments bars	331	225	556
11	Aerated Water and other food factories	20	6	26

12	Bake houses	100	74	174
13	Inspection of public conveniences	207	162	369
14	Butcher Shops	82	58	140
15	Food vehicles and food carts	78	41	119
16	Storm water drains	196	153	349
17	Refuse Dumping	204	140	344
18	Inspection of vacant lots	182	121	303
19	Inspection to sweetmeat kitchens	26	22	48
20	Inspection of sewer manholes	98	78	176
21	New Building works in progress / site Inspection / final inspection	95	52	147
22	Inspection of taxi, carrier, mini bus stand/bus bay	32	20	52
23	Inspection of Private Car park	20	17	37
24	Inspection of alleyways/service lanes/arcades	83	65	148
25	Inspection of Public Litter Bins	381	260	641
26	Inspection of Civic/Children's Park	64	41	105
27	Inspection of Commercial Building/Shops	33	15	48
	Total	4,079	2,611	6,690

6. SUMMARY OF SANITARY IMPROVEMENTS, ETC (ALL TYPES OF PREMISES)2011

NO.	ITEMS	ORDERED	COMPLIED
1	Investigations of complaints, nuisances etc	452	338
2	Improvements to hotels, motels and guest houses	41	48
3	Improvements to Factories and Workshops	33	26
4	Improvements to night clubs, cinema houses etc	16	10
5	Cleansing or improvements to Schools	43	22
6	Cleansing or improvements to laundries	8	7
7	Improvements to Hairdressers and chiropodists	145	112

	etc		
8	Improvements to Food shops, food stores, markets etc	192	159
9	Improvements to restaurants and refreshment bars	234	177
10	Improvements to Aerated Water, Other Food Factories	5	3
11	Cleansing or improvement to Bake house	61	51
12	Improvements to Public Conveniences	95	81
13	Cleansing or improvements to Butcher Shops	51	42
14	Improvements to Food Vehicles and Food Carts	56	43
15	Cleansing or improvements to Storm Water Drains	97	74
16	Removal of accumulation of refuse etc	116	99
17	Clearing of overgrowth or long grass	99	55
18	Improvements to sweetmeat kitchens	3	3
19	Provision of Garbage bins	100	58
20	Abatement of Mosquito Breeding	16	14
21	Abatement of Nuisances from animals or poultry	20	13
22	Impounding or straying animals	31	17
23	Leaking water main referred to PWD	67	51
24	Overflow of sewer referred to PWD	73	61
	Total	2054	1564

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	3	2	1
2	Litter Offence - Reminder Notices	85	83	2

8. **LEGAL ACTIONS.**

Operating Business without Licence - 1

9. **COMPLAINTS RECEIVED**

No.	Attended	Not Complied Withdrawn	Complied
344	344	2 [Court Case]-	342

10. NOISE PREVENTION AND ABATEMENT PERMIT ISSUED

All noise prevention and abatement issue were referred to the Enforcement Department of the Council while the department staff attended to noise nuisance issues especially related to Night Club Operations in the special zones.

The department continuously reminded and warned Night Club operators to be mindful of the immediate residential premises within their vicinity including the hotel guests in the area.

11. FOOD SAFETY MONITORING

Monitoring of all food premises which included restaurants, fast food, canteens, butcher shops, bakeries, supermarkets, food and aerated water factories continued during the year on regular basis to ascertain they maintain required standards as per Food Safety Acts and Regulations. Inspections were also conducted for recommendation for issuance of Business Licenses and health permits.

12. PUBLIC CONVENIENCE

All public conveniences were thoroughly cleaned and maintained in a hygienic condition during the year. As usual regular meetings were conducted with all cleaners to ensure they perform their duties to expectations.

Regular upgrading and maintenance works also continued as we faced a lot of vandalism to the fixtures and fittings of sanitary ware.

The Council also decided to upgrade all public conveniences to be user pay.

13. GARBAGE COLLECTION

Collection & Disposal

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

Household Garbage by Contractor	-	869 loads
Garden Refuse by Council	-	558 loads

All household refuse collected by the contractor was disposed off at the Vunato Disposal site in Lautoka.

14. NEW GARBAGE COLLECTION SYSTEM

The Council with the assistance of the Waste Minimization and Recycling promotion project has reduced the garbage collection days in whole of Namaka Ward as follows:-

Residential	-	from 3 days/week to 2days / week
Commercial	-	from 6 days / week to 5 days / week

Furthermore we introduced the services of recyclable collection as follows:-

Residential Areas	-	Twice a month
Commercial Area	-	Once a week

15. **ANTI – MOSQUITO SPRAYING**

Anti – mosquito spraying was conducted once during the year to eliminate adult mosquito population. Larviciding of drains with water was also being monitored.

16. **VOLUNTEER GROUP CLEAN UP CAMPAIGN**

The Council received several volunteer groups during the year to carry out clean up campaigns on our roads and at parks. The Volunteer groups also included high school students, corporate organizations, youth groups, church groups who were also joined by individual friends and family members.

The Council facilitated these campaigns by providing pick-up trucks, hand gloves, sacks/garbage bags, and rakes.

17. **DOG TRAPPING**

With the ever increasing complaints received from the residents in regards to stray dog nuisance, dog traps was set up at critical locations during the year.

No. of dogs trapped - 9

Since there is no registered pound in Nadi the Council had convened negotiations with the Ministry of Primary Industries to set up a dog pound in Nadi and assist the Council euthanizing the dogs.

Major problems faced by the department during dog trapping was vandalism to the traps once it was placed at public places, however Council only started placing traps in front of premises who took responsibility of taking care of the traps.

18. **BUILDING PLANS**

The total number of building plans scrutinized during the year was 162.

19. **PROPOSED DUMP SITE**

The Council has yet again identified another location to be developed as a disposal site of all waste generated in Nadi Town Boundary and the greater Nadi area. The Council has had preliminary meetings with the landowners who have shown interest in leasing the land to the Council. The site has also been visited by the officers of the Department of Environment, JICA Expert Team and NLTB Officials.

The Council is further pursuing the matter with NLTB to obtain appropriate consents in order to proceed with a formal application to Department of Environment, Town and Country Planning and Rural Local Authority.

20. **WASTE COMPLIANCE CAMPAIGN – DEPARTMENT OF ENVIRONMENT**

Staff of the department assisted Dept. of Environment Western Division to issue non-compliance notices to all industrial and commercial facilities within and outside Nadi Town Boundary.

The Operation started on 21st June and concluded on 30th June with assistance from Police and Military.

During this period the team issued 808 notices in Nadi.

21. WORKSHOPS AND TRAININGS ATTENDED

1. 4 – 5/3/11 – International Labour Organization Workshop on Safety Measures to be considered by both employees and employers to minimize injuries at work.

The workshop invitation was extended to and attended by Council Labors, Contractors and their workers with health staff.

2. 29 – 30/03/11 – Processes and Implementation of Environment Impact Assessment conducted by Department of Environment.
3. 30/04/11 – Strengthening Women in Local Government – the objective of this workshop was to raise awareness of the benefits of increasing the participation of women in leadership roles in Local Government, undertake research on the status of women in Local Government, establish a national “Women in Local Government network”, encourage councils to adopt gender sensitive human resources practices and encourage councils to adopt gender aware policies.
4. 11-12/5/11 – Grading of Restaurants in Fiji – the objective of this workshop was to discuss about the grading system of restaurants in Fiji which will allow all authorized officers under the Food Safety Act to be able to rate each restaurant they inspected.
5. 10-14/05/10 – SAHI Rajeshwar Raj attended five days training at TPAF on Certificate IV in OHS. The course was facilitated by National Safety Council of Australia.
6. 16-19/05/10 – Local Government Managers Australia – Annual Congress and Business Expo was attended as an observer by Acting Director Health Mrs. Chandra at Adelaide Convention Centre at the invitation of the Commonwealth Local Government – Pacific Project. This was inline with the CLG Pacific Project for promoting women in Local Government management.
7. 18/6/10- Teachers Workshop for clean school program in Lautoka.
8. 9th & 16th/06/10- Adobe in design training by JICA Expert.
9. 30/07/10 – Staff attended Litter Promulgation Workshop conducted by DoE in Lautoka.
10. 31/08/10 – 13/09/10 - 3 staff from Health Department, 1 staff from Engineering Department and the Special Administrator Mr. Tuidraki attended a 2 week Country Focused Counterpart Training on 3R Promotion in Japan by JICA in association with Kitakyushu International Techno Co-operative Association.
11. 20-24/09/10 – 1 staff joined the JOCV Regional Training in the field of Environment. Our 3R Promotion was introduced and a presentation was done to all the participants on the same.
12. 26-27/10/10 – 7 Council staff attended Training under supervision of Ministry of Labour on Shredder operation at Niranjans depot in Lautoka.
13. 3-4/11/10 - Staff attended awareness workshop organized by Ministry of Health Food Control Unit on Food Biotechnology, the impact on human health and need for food security in the world.
14. 11/11/10 - Staff attended National Solid Waste management Consultation organized by Department of Environment.
15. 7-10/12/10 – 2 Staff attended a workshop on HACCP & Codex/Food Safety Regulation Workshop organized by Food Control Unit of Ministry of Health.

22. NATIONAL SOLID WASTE MANAGEMENT STRATEGY 2011 – 2014 CONSULTATION WORKSHOP – 24TH – 26TH MARCH, 2011.

The above consultation was attended by Special Administrator, Mr Tuidraki and ASHI, Premila Chandra at the Holiday Inn in Suva.

The National Solid Waste Management Strategy 2011 – 2014 has been developed in line with the “Pacific Regional Solid Waste Management Strategy, 2010 – 2015 which is prepared by SPREP. It provides a framework within which to achieve the Fiji Vision of “Informed And Responsible Communities”

committed to sustainable Solid Waste Management. It conforms with the overall goal of the Regional Strategy that “Pacific Island Countries and Territories will adopt cost effective and self-sustaining SWM systems to protect the environment in order to promote a healthy population and encourage economic growth.

Key Strategic areas were identified to achieve the strategic goals and discussed outcomes taking into consideration the current conditions, specific actions, time frame and lead actors. The specific strategic areas are:-

- Sustainable financing
- Legislation
- Awareness, Communication and Education
- Capacity Building
- Environmental Monitoring
- Policy and Planning
- Solid Waste Industry
- Integrated Solid Waste Management

Implementation of the strategy at National level will be coordinated by DOE, in conjunction with the Inter-Ministry working party to include Department of Local Government, Central Board of Health, Ministry of Finance, Department of National Planning, Director Town & Country Planning and other specifically selected stakeholders.

Introduction to Disaster Management at Capricorn Hotel , Nadi

A 3 day workshop was organized by National Disaster Management office and USAID – Please find attach report.

- a] Health Department (Nafiza & Kaya) conducted the professional development session on 16/5/11 at Nadi Sangam College relating to the ‘Clean School Programme’ and other environmental issues. 50 teachers attended this session.
 - b] AHI Nafiza conducted presentation on 31/5/11 at Council Office for six representatives from Mana Island Resort on proper waste management and practice of 3R activities at hotels/resorts.
- | | |
|----------|--|
| 2/06/11 | Acting SAHI – Raj attended a workshop of Fiji Institute of Engineers |
| 23/06/11 | Acting ASHI – Premila & Environment Officer Sakenasa attended Container Deposit Legislation Consultation organized by DoE at Waterfront Hotel. |
| | Acting SHI – Premila & Environment Officer Sakenasa attended Recyclables Decree discussion with LCC/DoE at Waterfront Hotel. |
| | Environment Officer – Sakenasa attended Reduction of Plastic Bag use Consultation organized by DoE at Waterfront Hotel. |

Presentations Made

- | | |
|---------|--|
| 20/6/11 | JOCV – Presented the activities of clean schools program to JICA President at Arya Samaj Primary School. |
|---------|--|

- 16/6/11 Presentation made to Nadi Muslim Kindergarten of Littering and Waste Management. 85 children and 25 parents attended.
Presentation made to Nadi Muslim Primary School on clean schools program. 230 children and 8 teachers attended.
- 22/06/11 Presentation made to Teachers of Nadi Sangam Primary School on Clean Schools Program. 35 teachers attended this session.
- 29/6/11 Presentation made to Teachers of North West Nadroga Cluster on Clean School Program and Waste Management at Nawai Secondary school 60 Teachers attended this session.
- 12/07/11 - Prepare presentation and conduct Professional Development Training for Teachers of Nadi College.
- 15/07/11 - Prepare and conduct presentation of 3R at Lau Provincial Council Meeting.
- 16/07/11 - Prepare and conduct presentation to Nadi Market Vendors association to create awareness on Market Waste Composting.
- 18/07/11 - Prepare and present on 3R in Nadi Chamber of Commerce Meeting at NZPTC hall.
- 19/07/11 - Prepare and present on separation of Green Waste to all vendors in Nadi Market.
- 26/07/11 - Presentation to Namaka market Vendors on separation of Green Waste.
- 27/07/11 - Conduct Training of 3R promoters for Town Expansion.
- 28/07/11 - Conduct presentation at Nadi Primary School for Narewa Residence on 3R promotion.
- 29/07/11 - Conduct presentation at S/A's residence for Nakurakura community.
- 29/07/11 - Conduct presentation at Raman Patels residence for Lodhia/Richmond Community
Climate change policy was held in Waterfront Hotel and was attended by ASHI/ EO- Comments given to the consultant.
1. Seminar on 3R Guideline and 3R Promotion Manual – All staff of the department together with CEO attended the above seminar organized by DoE from 2-3rd Nov. 2011 at Tanoa Waterfront, Lautoka. The Seminar was to discuss the 3R Guideline prepared by the Waste Minimization and Recycling promotion project and the introduction of the 3R Promotion Manual which was circulated to all participants.
 2. Staff attended a consultation by Ministry of Health on “Schedule 26 Fees Charge” of the Food Safety Act at the Capricorn International Hotel on 3rd Nov. 2011.
 3. EO attended a consultation by CAAFI on Wildlife concerning the airport vicinity on 18th November, 2011.

ENGINEERING REPORT

INTRODUCTION

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

1. Roads
2. Drains
3. Parks and Gardens
4. Street lights
5. Grass cutting
6. Work force

ESTABLISHMENT

- Manager Engineering
- Engineering Assistant
- Store man
- 4-Leading Hand (Garden, Roads and Grass cutting)
- 29 permanent workers
- 32 casual workers

Roads

The Council maintains approximately, 60km of roads inclusive of DNR roads within the boundary. The road itself compromise of following :

- Footpath, kerbs & Channels,
- Pot holes Patching,
- repairs of carriage ways,
- walkways,
- installation of signs
- installation of road names
- Marking of roads and parking meters with Carrier and Taxi bases.

Our road team were engaged in basically patching pot holes in area were roads was badly damaged.

Capital Works

Roads upgrading

In partnership with Central Coordinating Agency for Roads and Nadi Town Council the following were upgrading in 2011:

- Koroivolu Avenue
- Hospital Road
- Kennedy Avenue
- Vinod Patel Road
- Concreting of Nadi Bus Station

The above works is estimated to be valued at more than \$1million dollars.

Drainage

Council workers carried out works on the drains in the town boundary during the year which included desilting and flushing of drains. On need basis more casuals were recruited to attend on the drain cleaning.

Parks and Gardens

Two new gardens were constructed before the Navo bridge

All existing gardens and flower beds have been maintained. Also to add on, our nursery was damaged by the flood but with commitment we managed to plant back cuttings and flower seedling.

Dr Kewel Park was refurbished and all other parks were maintained.

Street Light

Council recruited an electrician in July to monitor and check the works carried out by the contactor Sigatoka Electric. His duties also included carrying out electrical maintenance on all Council properties.

Repair of street light were carried out by Sigatoka Electric Ltd to a total cost \$60,000.00

Plants and Vehicles

Councils in workshop at the depot comprised of 1 established staff and a casual worker carrying out all repairs and general maintenance of plants and vehicles during the year.

P C Park

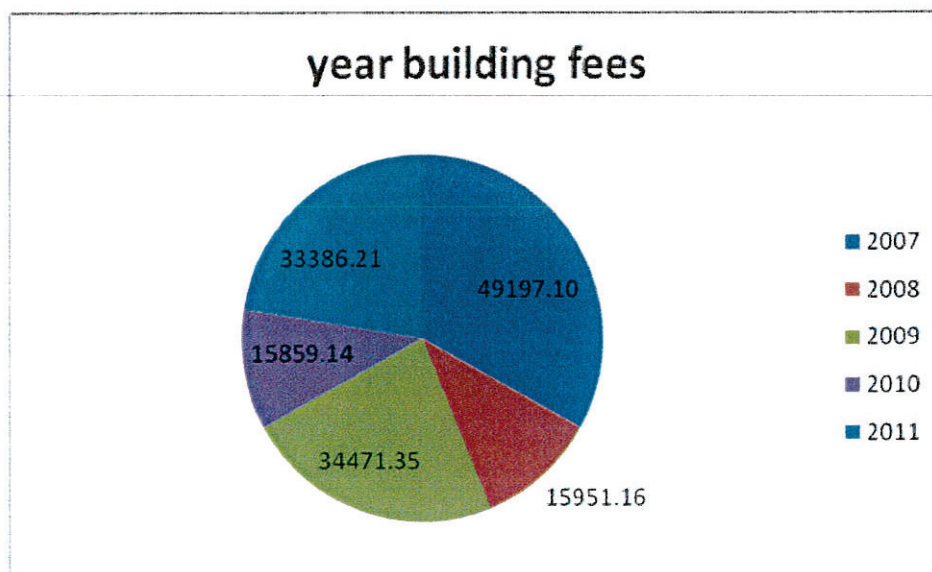
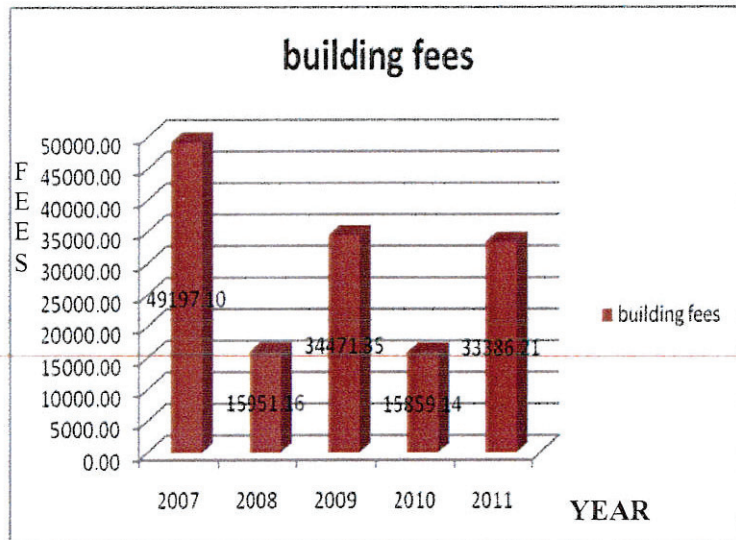
Regular maintenance on the facilities in P.C park was carried out during the year. Council was pleased to host some of the major tournaments and other organizations at the Prince Charles Park

BUILDING ANNUAL REPORT FOR THE YEAR 2011

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 131 total to an aggregate value of 56.32 million dollars. The total revenue received for processing these applications were \$33,386.21. 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.



BUILDING APPLICATIONS RECEIVED DURING THE YEAR 2011

MONTH	NO. OF APPLICATIONS RECEIVED	VALUE (\$)	FEES (\$)
January	4	288'090.78	948.51
February	6	2,028,320.03	4,482.35
March	8	693,776.84	1,950.76
April	12	1,642,910.88	1,659.15
May	7	77,307.13	471.50
June	17	3,589,266.00	2,612.29
July	9	483,096.02	1511.50
August	14	3,109,450.70	7,743.60
September	18	1,375,030.32	2939.82
October	9	40,440,125.36	3,706.77
November	16	2,143,065.26	4,306.09
December	11	737,970.16	1053.87
TOTAL	131	\$56,320,318.70	\$33,386.21

2. **SUMMARY OF BUILDING APPLICATIONS RECEIVED- 2011**

	<u>NO.</u>	<u>VALUE (\$)</u>
Commercial Buildings	28	1,250,395.62
Residential Buildings	11	1,092,914.18
Industrial Buildings	1	300,000.00
Addition, Alterations & Renovations	49	1,840,322.49
Miscellaneous (Schools, Churches, Retaining Walls, Fencing Carport etc.)	12	710,800.00
TOTAL	101	5,194,432.29
	===	=====

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	11
	Total number of outline applications approved	1
	Total number of building applications refused	4
	Total number of completion certificate issued	19
	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 SURVEYORS REPORT FOR THE YEAR 2011

MONTH	INSPECTION BY APPOINTMENT	ILLEGAL WORKS	NOTICE SERVED	COMPLAINTS INVESTIGATED
January	19	2	1	3
February	23	1	3	4
March	36	3	2	5
April	36	1	2	3
May	23	4	6	10
June	30	10	1	11
July	44	4	-	4
August	61	3	-	3
September	60	6	4	10
October	52	5	3	8
November	63	6	2	8
December	42	8	4	12
TOTAL	489	24	23	35

6. **GENERAL**

The Building Department was manned by one (1) Building Inspector, one (1) building compliance officer and assisted by the Building Surveyor.

7. **BUILDING PLANS PROCESSED**

Total number of plans processed	-	131
Total number of buildings inspected for the issue of completion certificate	-	19

LIBRARY ANNUAL REPORT

Staff

Librarian - 1
 Assistant Librarian - Nil
 Library Assistant - 1

Opening Hours

The Library is opened on following days:

Monday-Friday - 9.00 am – 5.00 pm
 Saturdays - 9.00 am – 1.00 pm

Revenue

Library cost & fine – 414.84
 Library subscription – 1,478.45
 Internet - 1,446.70

Statistics

Membership - 1,268
 Total number of books/Magazine issued - 7295 -
 Total number of people using the Library - 11,585

Inter-Library Loan

Books lent - Nil
 Books received – Nil

Library Stock

According to 2011 stock take the total number of Fiji Library Services books were 1,330 and our books were 7504.

Periodicals

The Library currently holds following 6 weekly periodicals:

The Fiji Times Nai Lalakai Shanti Dut
 Fiji sun Kaila

Donation

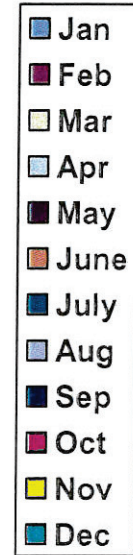
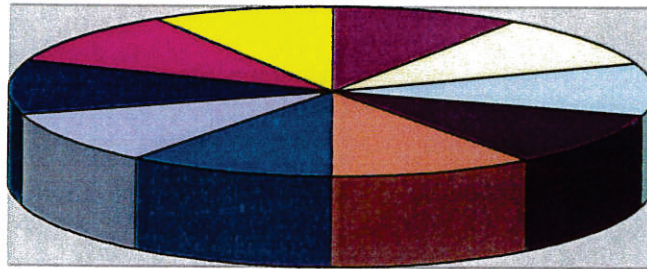
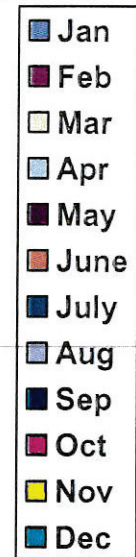
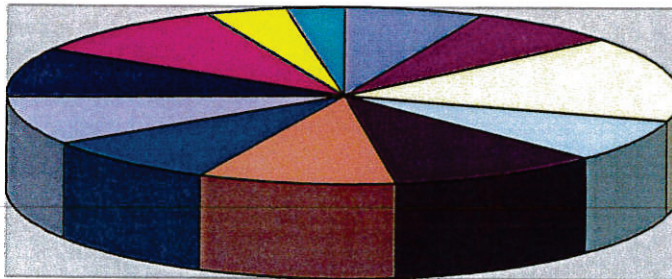
The Library relies very heavily on donated books and magazines. We receive books and magazines from Indian, American, British, and Korean. Japan, High Commission. The community of Nadi also donates books to us.

Activities

Various activities are done at the Library. National Library Week is a yearly event for school children. We also have activities during the holidays. In 2010 we did Rangoli competition, Christmas competition, make/write a book competition. At the Pre-Kindy. Religious displays are also done at the Library. The Library is always busy.

Services

The Library provides services of internet, Photocopy, Printing, and 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 for a younger age.

Reader Services for the year 2011Revenue for 2011

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

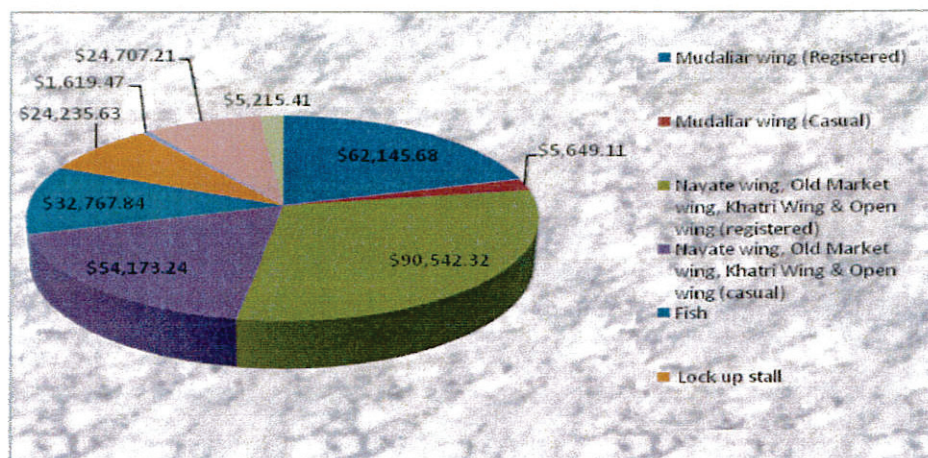
- | | | | |
|-----|--|---|--|
| (a) | Main market wing | - | Registered vendors 65c per stall per day |
| | | - | Casual vendors 70c per stall per day |
| (b) | Nayate Wing, old Market | - | Registered vendors 83c per stall per day |
| | Market wing, Khatri Wing & Open wing | - | Casual vendors 91c per 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) | - | \$62,145.68 |
| | | (Casual) | - | \$5,649.11 |
| (b) | Nayate wing, Old | (Registered) | - | \$90,542.32 |
| | Market wing, Khatri | (Casual) | - | \$54,173.24 |
| | Wing & Open wing | | | |
| (c) | Fish | | - | \$32,767.84 |
| (d) | Lock up stall | | - | \$24,235.63 |
| (e) | Chicken/Goats | | - | \$1,619.47 |
| (f) | After hours/Juice | | - | \$24,707.21 |
| (g) | Wholesale | | - | \$5,215.41 |

Total revenue received from Nadi Market in 2011 was \$301,055.91.

5. PIE CHART – REVENUE BREAKDOWN



6. NAMAKA MARKET.

The Namaka Market is located at the corner of Namaka Police Station Junction adjacent 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 two full time attendants and two cleaners.

8. LEVY.

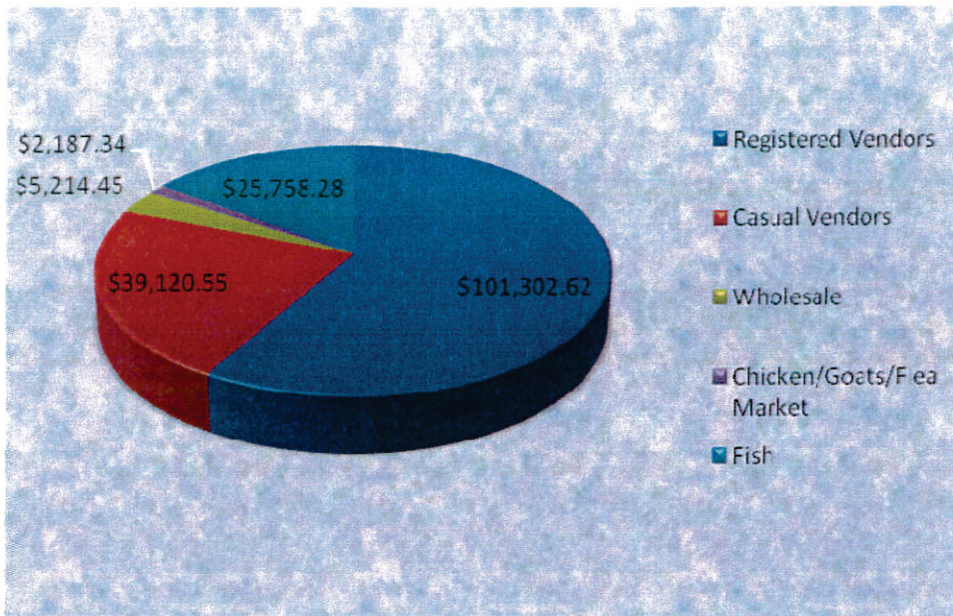
(a)	Registered Vendor	-	\$2.67 per stall per day
(b)	Casual Vendors	-	\$2.67 per stall per day
(c)	Fish	-	\$0.30 per kg per day
(d)	Sale of live chicken	-	\$2.00 per stall space
(e)	Sale of live goat	-	\$2.00 per head per day
(f)	Wholesale at market		
	Master's discretion.		

9. REVENUE BREAKDOWN.

a)	Registered Vendors	-	\$101,302.62
b)	Casual Vendors	-	\$39,120.55
c)	Wholesale	-	\$5,214.45
d)	Chicken/Goats/Flea Market	-	\$2,187.34
e)	Fish	-	\$25,758.28

Total Revenue collected from Namaka Market in 2011 is \$173,583.24.

10. **REVENUE PIE CHART**



11. **CONCLUSION**

2011 was a disaster free year and there was an increase in revenue from both Nadi and Namaka Markets.

ENFORCEMENT DEPARTMENT

The Department administers the parking meter section and Manages the traffic movement in Town and Namaka . In addition to this the Department is conducting Prosecution of Parking Meter, Other offence, Building and Litter cases .

1. ENFORCEMENT SECTION

Administration Officer	-	1
Enforcement Officers	-	6
Technician	-	1
Typist	-	1

Total		9
		=====

2. TOTAL NUMBER OF METERS INSTALLED IN THE STREETS

1.	Main Street	-	115
2.	Namaka Lane	-	88
3.	Ashram Road	-	20
4.	Lodhia Street	-	19
5.	Hospital Road	-	16
6.	Vunavou Street	-	17
7.	Clay Street	-	9
8.	Market Road	-	6
9.	SahuKhan Street	-	7
10.	Sagayam Road	-	22

	Total		319
			=====

3. FIELD DIVIDED INTO 4 ZONES

1.	Town end, Shell Service Station to Amarsee and Vunavou	-	70
2.	Amarsee, S. Nagindas, Clay Street, Market Road, Sahu Khan Street, Hospital Road & Sagayam Rd	-	83
3.	S. Nagindas, to Ashram Road, Lodhia Street	-	78
4.	Namaka Lane	-	88

	Total		319
			=====

4. REVENUE

As reflected in the finance Report

5. LEGAL ACTION

Total Number of Traffic case instituted during the year 2011	-	132
Total conviction secured	-	130
Total Discharged	-	0
Pending in Court	-	2

6. STAFF

Council during the year recruited three (3) staff namely Keni Varo, Sanaila Visawaqa and Sekope Lesubula as Enforcement Officers.

7. CERTIFICATION OF PARKING METERS

Samisoni Kuwe and Serevi Vula was engaged with Department of Weights and Measures, Lautoka for the purpose of Certification of Parking Meters.

8. COUNCIL VEHICLE – FJ770

The said vehicle was damaged by Wisea whilst using at night during MOD Event.

9. ACCIDENT

On the 11th day of October, 2011 one of Council Staff namely Shaisaz Afroz Ali was bumped by one of the illegal operator namely Kavinesh Krishna Pillay in Votualevu while he was on duty. However, the driver was issued with Traffic Infringement notice by Police and the Fixed Penalty in the sum of \$200.00 was paid to Land Transport Authority on the 17th day of October, 2011 vide receipt number 4156123. The issue was raised to relevant authorities and Council is yet to receive reply. Furthermore Council is still awaiting final medical report.

10. CONSTRUCTION OF SHELTER

During the year Council constructed shelter at Vunisalato Road, Namaka for Taxi Base Holders. This was just a start for Council to construct such shelter for the benefit of the Base holders as well as for general public. However, Council has in its plan to build more shelters within its boundary of similar design.

NADI TOWN COUNCIL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2011

<u>CONTENTS</u>	Page
Table of contents.....	1
Independents audit report	2-3
Council's statement	4
Statement of financial position - General Fund.....	5
Statement of income and expenditure - General Fund.....	6-7
Statement of income and expenditure - Loan Repayment Fund.....	8
Statement of changes in accumulated funds - General Fund.....	9
Statement of financial position - Parking Meter Fund.....	10
Statement of income and expenditure - Parking Meter Fund.....	11
Statement of Changes in accumulated funds - Parking Meter Fund.....	12
Statement of cash flows - General Fund.....	13
Statement of cash flows - Parking Meter Fund.....	14
Notes to and forming part of the financial statements.....	15-22

REPUBLIC OF FIJI

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>



Excellence in Public Sector Auditing

NADI TOWN COUNCIL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

INDEPENDENT AUDIT REPORT

Scope

I have audited the financial statements of the Nadi Town Council for the year ended 31 December 2011 in accordance with Section 57(2) of the Local Government Act and Section 13 of the Audit Act (Cap. 70). The Council is responsible for the preparation and presentation of the financial statements and the information contained therein.

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

My audit has been conducted in accordance with Fiji Standards on Auditing to provide reasonable assurance as to whether the financial statements are free of material misstatements. The 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 and significant accounting estimates. These procedures were undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Fiji Accounting Standards and statutory requirements so as to present a view which is consistent with my understanding of the Council's financial position, the results of its operations and cash flows.

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

Qualifications

- a) Appropriate reconciliations and records were not provided for my audit to substantiate rates debtors and miscellaneous debtors amounting to \$1,996,182 and \$111,020 respectively as at 31 December 2011. I was not able to satisfy myself regarding the valuation and completeness of the rate debtors and miscellaneous debtors totaling to \$2,107,202 as presented in the financial statements. Therefore I am not able to confirm if the accounts receivable balance is fairly stated in the Statement of Financial Position.
- b) Appropriate reconciliations and records were not provided for my audit to substantiate cash at bank Westpac account number 9803171579 as at 31 December 2011. Accordingly, I was not able to satisfy myself if the cash at bank amounting to \$42,526 is fairly stated in the Statement of Financial Position.
- c) There is an un-reconciled variance amounting to \$173,974 between the bank overdraft as per the general ledger and the bank reconciliation statement for general fund account. Accordingly, I am not able to satisfy myself if the bank overdraft is fairly stated in the Statement of Financial Position.

Qualified Audit Opinion

In my opinion, except for the matters discussed in the qualification paragraphs, the financial statements present fairly in accordance with Fiji Accounting Standards and the statutory provisions, the financial position of Council as at 31 December 2011 and the results of its operations and cash flows for the year then ended.

Without further qualifying the audit opinion, attention must be drawn to the following matters:

- The value of parking meters has not been incorporated in the Statement of Financial Position as at 31 December 2011. I was not able to ascertain the value of these items due to lack of supporting documentations.
- Included in the Statement of Financial Position under Receivables is an account, Enforcement, & Parking Meter Infringement amounting to \$43,717. The Council has not successfully obtained the legal rights over the receipts of the infringement fines which is collected by Land Transport Authority. The Council is still negotiating with LTA relating to this matter.
- Included in Statement of Financial Position under Parking Meter Fund is Cash at bank amounting to \$183,024. The Council records this balance through a book entry by adding the opening accumulated funds to the surplus made by Parking Meter Account. The total is then subtracted from the General Fund Bank account to determine Parking Meter cash at bank balance. The Council does not maintain a separate cash book for this account.
- The Council has used incorrect Unimproved Capital Value (UCV) to calculate the rates that was charged to the rate payers for the year 2011. The effect of using correct UCV rates would have resulted in higher rates revenue to the Council. Additionally, the Council charged 12.5% VAT on the rates charged to the rate payers instead of 15%.

I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of my audit.



Tevita Bolanavanua
AUDITOR GENERAL

Suva, Fiji

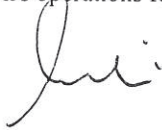


24 April 2013

**NADI TOWN COUNCIL
STATEMENT BY THE COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2011**

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 2011 and of the state of affairs as at that date.



.....
AISEA TUIDRAKI
SPECIAL ADMINISTRATOR
DATE: 19/4/13




.....
NEMHA TAGI
CHIEF EXECUTIVE OFFICER
DATE: 19/4/13


**NADI TOWN COUNCIL
GENERAL FUND ACCOUNT
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2011**

	Notes	2011 \$	2010 \$
ACCUMULATED FUNDS			
Accumulated surplus		30,808,462	3,313,466
		<u>30,808,462</u>	<u>3,313,466</u>
Funds employed were represented by:			
Current Assets			
Cash at bank and on hand	2	42,526	500
Trade and other receivables	3	2,340,382	2,405,243
		<u>2,382,908</u>	<u>2,405,743</u>
Non Current Asset			
Property, plant and equipment	4	32,567,085	5,306,931
		<u>32,567,085</u>	<u>5,306,931</u>
TOTAL ASSETS		<u>34,949,993</u>	<u>7,712,674</u>
Current Liabilities			
Bank overdraft	6	209,355	367,094
Creditors and other accruals	7	269,486	210,302
Sundry deposits	8	706,930	680,504
Provision	9	25,587	104,403
Loan	5	310,968	310,968
		<u>1,522,326</u>	<u>1,673,271</u>
Non Current Liabilities			
Deferred income	10	194,911	201,221
Loan	5	2,424,294	2,524,716
		<u>2,619,205</u>	<u>2,725,937</u>
TOTAL LIABILITIES		<u>4,141,531</u>	<u>4,399,208</u>
NET ASSETS		<u>30,808,462</u>	<u>3,313,466</u>

The accompanying notes form an integral part of this statement of financial position.

In our opinion, the financial statement 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 2011 and the state of affairs as at that date.


.....
AISEA TUIDRAKI
SPECIAL ADMINISTRATOR
DATE: 19/4/13


.....
NEMIAS TAGI
CHIEF EXECUTIVE OFFICER
DATE: 19/4/13

**NADI TOWN COUNCIL
GENERAL FUND ACCOUNT
STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2011**

	Notes	2011 \$	2010 \$
INCOME			
Advertising		57,860	56,893
Auditorium hire charges		10,477	15,773
Bank interest		-	344
Building fees		53,170	64,353
Bus stand charges		32,670	35,277
Business and trading licences		215,053	193,672
Fee for services		122,684	68,990
Fines and costs		349	26,737
TPAF Grant		-	4,541
General rates		696,170	688,242
Handicraft stall fees		21,166	13,620
Interest on overdue accounts		9,185	3,583
Interest on overdue rates		87,724	112,468
Library subscription, fines and costs		3,384	2,975
Market fees		468,553	440,455
Miscellaneous		16,573	56,370
Park fee		41,496	81,264
Public car park		157,408	70,498
Recovery of administrative expenses		-	55,368
Rental income	12	429,754	430,290
Sweet cart charges		4,998	5,047
Taxi and carrier stand charges		94,495	95,462
Amortisation of deferred income		6,310	6,310
Interest received		4,284	-
Total Income		2,533,763	2,528,532
EXPENDITURE			
Recurrent			
Garbage services		340,626	300,805
Library services		4,490	13,518
Salaries, wages and related payments		1,262,847	1,148,004
Maintenance and Operating Expenses			
Administration expenses - Market		45,957	44,077
Advertising		35,282	38,996
Audit and accounting fees		4,278	6,325
Buildings		27,157	172,630
Civic reception and entertainment		13,361	15,669
Cleaning of sewerage line		2,976	22,876
Contingency		228	5,846
Depreciation		361,230	144,750
		2,098,432	1,913,496

NADI TOWN COUNCIL
GENERAL FUND
STATEMENT OF INCOME AND EXPENDITURE (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

	2011	2010
	\$	\$
EXPENDITURE (CONT'D)	2,098,432	1,913,496
Destruction of animals	32	512
Electricity and water	73,874	106,760
TPAF levy	16,458	7,343
Insurance	44,796	56,484
Interest and bank charges	14,752	35,067
Land rent	10,556	59,112
Legal expenses	41,953	22,877
Maintenance of burial grounds	-	800
Maintenance of office equipment	19,933	18,768
Market rental	-	40,000
Meeting expenses	6,041	9,603
Miscellaneous	34,858	378
Parks and gardens	391	14,738
Plant, machinery, motor vehicle and tools	102,749	189,161
Printing, stationery and office expenses	39,194	49,451
Public celebration	29,610	27,136
Road, drains, paths and verges	78,067	314,776
Staff development costs	45,458	13,700
Street lights	-	105,906
Subscription - FLGA, PACOM, LACDE	2,414	1,754
Telecommunications	22,112	29,566
Travelling, subsistence and incidentals	17,857	16,819
Town planning	11,714	-
Valuation fees	3,150	35,953
Upgrading and Improvements		
Beautification and land scaping	248	6,222
Roads, drains and footpath improvements	5,824	577,784
Street lights	137,546	119,575
Maintenance - various	37,120	-
Total expenditure	2,895,139	3,773,741
Net deficits for the year	(361,376)	(1,245,209)

**NADI TOWN COUNCIL
GENERAL FUND ACCOUNT
STATEMENT OF CHANGES IN ACCUMULATED FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2011**

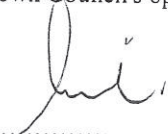
	Notes	2011 \$	2010 \$
General Fund Account			
Balance at the beginning of the year		(1,511,182)	(187,127)
Prior year adjustment		-	(78,846)
Deficit for the year		(361,376)	(1,245,209)
Asset revaluation reserve	14	27,581,216	-
Balance at the end of the year		<u>25,708,658</u>	<u>(1,511,182)</u>
Loan Repayment Fund Account			
Balance at the beginning of the year		4,764,948	4,448,271
Surplus for the year		275,156	316,677
Balance at the end of the year		<u>5,040,104</u>	<u>4,764,948</u>
Sewerage Service Fund Account			
Balance at the beginning of the year		59,700	59,700
Balance at the end of the year		<u>59,700</u>	<u>59,700</u>
Total balance at the end of the year		<u><u>30,808,462</u></u>	<u><u>3,313,466</u></u>


NADI TOWN COUNCIL
PARKING METER FUND
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2011

	Notes	2011 \$	2010 \$
ACCUMULATED FUNDS			
Accumulated surplus		183,024	189,718
		<u>183,024</u>	<u>189,718</u>
Funds Employed are represented by :			
Current Assets			
Cash at bank	2	183,024	189,718
NET ASSETS		<u>183,024</u>	<u>189,718</u>

The accompanying notes form an integral part of this statement of financial position.

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 2011 and of the state of affairs as at that date.


.....
AISEA TUIDRAKI
SPECIAL ADMINISTRATOR
DATE:


.....
NEMIA TAGI
CHIEF EXECUTIVE OFFICER
DATE:

**NADI TOWN COUNCIL
PARKING METER FUND ACCOUNT
STATEMENT OF CHANGES IN ACCUMULATED FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2011**

	2011	2010
	\$	\$
Parking Meter Fund Account		
Balance at the beginning of the year	189,718	183,866
(Deficit)/Surplus for the year	(6,694)	5,852
BALANCE AT THE END OF THE YEAR	<u><u>183,024</u></u>	<u><u>189,718</u></u>

**NADI TOWN COUNCIL
GENERAL FUND ACCOUNT
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2011**

	Notes	2011 \$	2010 \$
Cash Flows from Operating Activities			
Cash was provided from:			
Rates and other revenue		2,598,624	2,319,456
Insurance proceeds received		-	116,051
Interest		(14,752)	(35,067)
		<u>2,583,872</u>	<u>2,400,440</u>
Cash was applied to:			
Payments to suppliers and employees		(2,512,363)	(3,478,337)
		<u>(2,512,363)</u>	<u>(3,478,337)</u>
Net Cash provided by/(used in) by Operating Activities	13 (a) (ii)	<u>71,509</u>	<u>(1,077,897)</u>
Cash Flows from Investing Activities			
Cash was applied to:			
Acquisition of property, plant and equipment		(46,478)	(144,604)
Net Cash provided by/(used in) Investing Activities		<u>(46,478)</u>	<u>(144,604)</u>
Cash Flows from Financing Activities			
Cash was provided from:			
Loan rates		478,741	449,454
Loan raised		-	2,830,000
		<u>478,741</u>	<u>3,279,454</u>
Cash was applied to:			
Loan repayments		(100,422)	(1,973,018)
Interest		(203,585)	(132,777)
		<u>(304,007)</u>	<u>(2,105,795)</u>
Net Cash (used in)/provided by Financing Activities		<u>174,734</u>	<u>1,173,659</u>
Net increase/(decrease) in cash held		199,765	(48,842)
Overdraft at the beginning of the reporting period		(366,594)	(317,752)
Net cash / (overdraft) at the end of the reporting period	13(a) (i)	<u>(166,829)</u>	<u>(366,594)</u>

**NADI TOWN COUNCIL
PARKING METER FUND
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2011**

	Notes	2011 \$	2010 \$
Cash Flows From Operating Activities			
Cash was provided from:			
Meter tolls and other revenue		168,456	211,387
Cash was applied to:			
Payments to suppliers and employees		(175,150)	(205,535)
Net Cash (used in) / provided by Operating Activities	13 (b) (ii)	<u>(6,694)</u>	<u>5,852</u>
Net (decrease)/increase in cash held		(6,694)	5,852
Cash at the beginning of the reporting period		189,718	183,866
Cash at the end of the reporting period	13 (b) (i)	<u><u>183,024</u></u>	<u><u>189,718</u></u>

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2011

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 2011. Unless otherwise stated similar policies were followed in the previous year. All amounts are stated in the Fjjan currency.

(a) **Basis of preparation and accounting policies**

The accrual basis of accounting is adopted for all financial transactions with the exception of parking meter tolls. The financial statements have been prepared on the basis of historical cost and do not take into account changing money values.

(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**

The Council is exempt from income tax in accordance with the provisions of Section 17 of Fiji Income Tax Act.

(d) **Property, Plant and Equipment**

Property, plant and equipment are stated at cost less accumulated depreciation as at balance date. When assets are retired or otherwise disposed, the related cost is removed from the accounts and any profit or loss arising is included in the statement of income and expenditure.

(e) **Depreciation**

The Council's property, plant and equipment are depreciated over their estimated useful lives using the straightline method at the following rates:

	<u>Rate</u>
Office equipment	10%
Furniture and fittings	10%
Plant and machinery	10-20%
Motor vehicle	20%
Building	1.25%
Roads and footpaths	1%

(f) **Receivables**

Receivables are stated at expected realisable value as certified by the Council. No provision was created for any doubtful debts for 2011.

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

- g) Impairment of assets**
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.
- (h) Fund Accounting**
The Council has adopted a fund accounting system as a considerable part of annual revenues which comprises rates for different purposes and special purpose funds as required by the Local Government Act. Accordingly, it is necessary to establish separate funds to cover the amounts received, expenditure incurred and the net balance of funds available to be carried forward into the next financial period.
- The identification of funds is maintained throughout the accounting system, thus providing the control necessary to ensure that each fund is used only for the purpose for which it is received.
- Details of Special Purpose Funds maintained by the Council are :
- Parking Meter Fund**
The Council in compliance with the Land Transport Act, has to maintain a separate account for operation of Parking Meters in designated areas of roads within municipality.
- Loan Rate Fund**
The Council in compliance with the Local Government Act, has to maintain a separate account for operation of Loan Rate Fund account.
- (i) Comparatives**
Where necessary, comparatives figures have been adjusted to confirm with changes in presentation in the current year.
- (j) Employee Entitlement**
Provision is made for benefits accruing to employees in respect of salaries/wages and annual leave when it is probable that settlement will be required and they are capable of being measured reliability. Provisions made in respect of employee benefits expected to be settled within 12 months, are measured at their nominal values using remuneration rate expected to apply at the time of settlement.
- (k) Administrative fees**
A rate of 12% is applied to the Parking Meter Fund budget to calculate administrative expenses to be charged to this account.

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

(l) Deferred Income

Government and other grants are recognised where there is reasonable assurance that the grant will be received and all attaching conditions will be complied with. When the grant relates to an expense item, it is recognised as income over the period necessary to match them with the related costs which the grant are intended to compensate. Where the grant relates to an asset, it is recognised as deferred income and released to income in equal amounts over the expected useful life of the related assets.

(m) Creditors and Accruals

Liabilities for trade creditors and other amounts are carried at cost (inclusive of VAT where applicable) which is the fair value of the consideration to be paid in the future for goods and services received whether or not billed to the council.

	2011	2010
	\$	\$
NOTE 2: CASH AT BANK AND ON HAND		
General Fund		
Cash on hand	500	500
Cash at bank	42,026	-
	<u>42,526</u>	<u>500</u>
Parking Meter	183,024	189,718
	<u>183,024</u>	<u>189,718</u>
NOTE 3: TRADE AND OTHER RECEIVABLES		
Rates debtors	1,996,182	2,112,559
Rent debtors	27,442	36,274
Value Added Tax refundable	145,230	128,762
Miscellaneous	111,020	81,207
Electricity deposit	16,791	2,724
Enforcement & parking meter infringement	43,717	43,717
	<u>2,340,382</u>	<u>2,405,243</u>

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

	2011 \$	2010 \$
NOTE 4: PROPERTY PLANT AND EQUIPMENT		
Land - at cost	-	-
Add: Revaluation	9,470,000	-
	<u>9,470,000</u>	<u>-</u>
Road and footpaths - at valuation and cost	-	-
Add: Revaluation	15,213,587	-
Less provision for depreciation	(152,136)	-
	<u>15,061,451</u>	<u>-</u>
Office equipment - at cost	105,821	95,098
Add: Addition and Disposal	4615	10,723
Less provision for depreciation	(70,513)	(66,386)
	<u>39,923</u>	<u>39,435</u>
Furniture and fittings - at cost	59,243	59,243
Add: Addition and Disposal	2,309	-
Less provision for depreciation	(45,130)	(43,145)
	<u>16,422</u>	<u>16,098</u>
Plant and machinery - at cost	507,185	505,599
Add: Addition and Disposal	23,446	1,586
Less provision for depreciation	(231,016)	(193,370)
	<u>299,615</u>	<u>313,815</u>
Motor vehicles - at cost	451,267	270,917
Add: Addition and Disposal	9,800	180,350
Less provision for depreciation	(236,201)	(174,582)
	<u>224,866</u>	<u>276,685</u>
Buildings - at cost	5,399,611	5,273,672
Add: Addition and Disposal	-	125,939
Add: Revaluation	2,897,629	-
Less provision for depreciation	(842,432)	(738,713)
	<u>7,454,808</u>	<u>4,660,898</u>
NET WRITTEN DOWN VALUE	<u><u>32,567,085</u></u>	<u><u>5,306,931</u></u>

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

	2011	2010
	\$	\$
NOTE 5: LOAN FUNDS		
Balance at 1 January	2,835,684	1,978,702
Add: Loan raised	210,546	2,830,000
	<u>3,046,230</u>	<u>4,808,702</u>
Less: Loans repaid	(310,968)	(1,973,018)
Balance at 31 December	<u><u>2,735,262</u></u>	<u><u>2,835,684</u></u>
Repayment periods are categorised as follows :		
Current	310,968	310,968
Non - Current	2,424,294	2,524,716
	<u><u>2,735,262</u></u>	<u><u>2,835,684</u></u>
<p>Loans raised by the Council bear interest charges ranging from 6.65% to 10% per annum . All loans are raised under the provisions of the Local Government Act. As at balance date, the Council had one loan with Westpac banking Corporation. This include Term number 9803041772 taken on 30/11/2010 bearing first registered mortgage over Crown Lease no. 131281 (Council's Arcade situated at the main street, Queens road, Nadi Town) and first mortgage over Approval Notice no. 12363 (Lot 1 Nadi Municipal market, Lot 2 New shopping mall, Lot 3 - Bus station, Lot 4 - Koroivulo park all situated at Hospital road - Nadi town).</p>		
NOTE 6: BANK OVERDRAFT		
General Fund	<u><u>209,355</u></u>	<u><u>367,094</u></u>
<p>Section 40 of the Local Government Act allows the council to have an overdraft facility with the banks. Nadi Town Council's overdraft limit with Westpac Banking Corporation is \$135,000 bearing variable interest rate of 7.3% per annum. The overdraft facility is secured over DP note signed by the Council with the bank.</p>		
NOTE 7: CREDITORS AND ACCRUALS		
Accounts payable	264,656	187,489
Audit and accounting fees	4,830	22,813
	<u><u>269,486</u></u>	<u><u>210,302</u></u>
NOTE 8: SUNDRY DEPOSITS		
Contributions -Public car park	182,604	156,178
Curio vendors	126,685	126,685
Tenders	186,916	186,916
Rates prepaid	32,893	32,893
Contribution for works	84,880	84,880
Miscellaneous	92,952	92,952
	<u><u>706,930</u></u>	<u><u>680,504</u></u>

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

		2011 \$	2010 \$
NOTE 9:	PROVISIONS		
	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>25,587</u>	<u>104,403</u>
NOTE 10:	DEFERRED INCOME		
	Japanese grant	201,221	207,531
	Less benefits realised	<u>(6,310)</u>	<u>(6,310)</u>
		<u>194,911</u>	<u>201,221</u>
NOTE 11:	DISCOUNT ON RATES		
	The Council by resolution granted discount on rates as follows:		
	Rates paid on or before 31 January 2011	-	7%
	Rates paid between 1 February 2008 and 28 February 2011	-	5%
	Accordingly discounts allowed during the year were as follows:		
	General Fund	-	32,856
	Loan Fund	-	20,563
		<u>-</u>	<u>53,419</u>
NOTE 12:	RENTAL INCOME		
	Commercial complex - shop rent	312,299	302,658
	Industrial sub - division - rent	33,385	24,155
	Kiosk rent	25,502	49,484
	Market rental	48,683	40,000
	Park rent	9,885	8,719
	Parking meter/enforcement rental	-	4,836
	Rental for fire station	-	438
		<u>429,754</u>	<u>430,290</u>

NADI TOWN COUNCIL

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

		2011 \$	2010 \$
NOTE 13:	CASH FLOW RECONCILIATIONS		
a.	GENERAL FUND		
(i)	Reconciliation of cash		
	Cash at the end of the reporting period was as follows:		
	Cash on hand	500	500
	Cash at bank	42,026	-
	Bank Overdraft	(209,355)	(367,094)
		<u>(166,829)</u>	<u>(366,594)</u>
(ii)	Reconciliation of net cash provided by operating activities:		
	Net Deficit from operations	(86,220)	(928,532)
	Prior Year Adjustment	-	(78,846)
	Depreciation	361,230	144,750
	Loan Rate Fund	(275,156)	(316,677)
	Changes in Assets & Liabilities		
	Decrease/(Increase) in receivables	64,861	(93,025)
	Increase in sundry advances and other liabilities	26,426	41,348
	Decrease in accounts payables and accruals	59,184	96,883
	Decrease in deferred income	-	(201,221)
	Decrease in other assets	-	249,231
	Provision for employee entitlement	(78,816)	8,192
	Net cash provided by/(used in) operating activities	<u>71,509</u>	<u>(1,077,897)</u>
b.	PARKING METER FUND		
(i)	Reconciliation of cash		
	Cash at the end of the reporting period was as follows:		
	Cash at bank	<u>183,024</u>	<u>189,718</u>
(ii)	Reconciliation of net cash provided by operating activities:		
	Net (Deficit)/surplus from operations	(6,694)	5,852
	Changes in assets and liabilities	-	-
	Net Cash (used in)/provided by operating Activities	<u>(6,694)</u>	<u>5,852</u>

NADI TOWN COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2011

NOTE 14: REVALUATION RESERVE

The Council had engaged an independent valuer Pacific Valuations Limited in February 2010 to value land and buildings road and footpaths. The value of the land, buildings, roads and footpaths was \$27,581,216

NOTE 15: CAPITAL COMMITMENTS

Capital commitments as at 2011: nil (2010: nil)

NOTE 16: CONTINGENCIES

2011	2010
\$	\$

Other Contingent

500,000

-

The other contingent includes legal lawsuit regarding demolition of building resulting in a loss of rental income

NOTE 17: PRINCIPAL ACTIVITY

The Nadi Town Council was established under the Local Government Act to provide for health, welfare and convenience of the inhabitants of Nadi Town Municipality and to preserve and amenities or credit thereof.

NOTE 18: SUBSEQUENT EVENTS

Fiji Road Authority (amendment decree) 2012 dated 14 May 2012 paragraph 7 (b) states that effective from 14 May 2012 all assets, interests, rights, privileges , liabilities and obligation of municipal councils in relation to municipal roads shall be immediately be transferred to and shall vest in the Authority without conveyance, assignment or transfer.