



SUVA CITY COUNCIL

ANNUAL REPORT 2012



Parliamentary Paper No: 197 of 2020



City of Suva

SUVA CITY COUNCIL

2012

ANNUAL REPORT



PARLIAMENT OF FIJI
PARLIAMENTARY PAPER NO. 197 OF 2020



City of Suva

7th April, 2020

The Permanent Secretary
Ministry of Local Government
FFA Building
Gladstone Road
Suva

Dear Madam,

In accordance with the requirements of Section 19 of the Local Government Act 1972, I have pleasure in presenting, on behalf of the Suva City Council, the Annual Report and audited Statement of Accounts for the year ended 31st December, 2012.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Azam'.

Azam Khan
CHIEF EXECUTIVE OFFICER (acting)

2012 ANNUAL REPORT

AND FINANCIAL STATEMENTS

Welcome to the Suva City Council

This Annual Report will tell you how we performed

during the financial year from January - December 2012

TABLE OF CONTENTS

Vision, Mission & Values	4
Introduction	5
Management of the Council	5-6
Meetings of the Council	6
Municipal Services –									
• Engineering Services Department	7-20
• Administration & Operations Department	20-24
• Health Services Department	24-34
• Finance Department	34-36
Appreciation	37
Appendices –									
- Financial Statements for the Year Ended 31 December, 2012									

VISION

To make Suva a progressive and vibrant City with an enhanced quality of life for the City Community and Visitors.

MISSION

To effectively and efficiently manage the City Affairs in partnership with Government and all relevant stakeholders in our joint, committed and focused effort to achieve the strategic output of the Strategic Plan for creating a progressive and vibrant City with an enhanced quality of life of the City Community and Visitors.

VALUES

Integrity,
Customer Service,
Transparency,
Honesty,
Innovation,
Productivity,
Community and
Civic Responsibility.

INTRODUCTION

A. ANNUAL REPORT

This Annual Report presents a summary of –

- The work we did in the year
- The standard of service we provided
- The contribution our work made to Suva City
- Our financial results

By statute, the Annual Report and Audited Financial Statements are produced to inform the Government and our Stakeholders how and where money is spent.

B. PRINCIPAL OFFICERS OF THE COUNCIL

– EXECUTIVE MANAGEMENT TEAM

1. Mr. Chandra Kant Umara, Special Administrator (01/01/12 – 31/12/12) and Acting Chief Executive Officer (16/03/11 – 30/04/12)
2. Mr Bijay Chand, Director Health Services (from 27/01/11 – 31/12/12) and Acting Chief Executive Officer (01/05/12 – 31/12/12)
3. Ms Kaliti Mate, Acting Director Administration & Operations (01/01/12 – 19/08/12)
4. Mr Asaeli Tokalau, Director Administration & Operations (20/08/12 – 31/12/12)
5. Mr Vulisere Tukana, Acting Director Engineering Services (25/10/11 – 31/12/12)
6. Ms Swastika Rattan, Acting Director Finance (17/07/11 – 31/12/12)
7. Mr Surend Prasad, Acting City Planner (10/02/2010 – 31/12/12)
8. Mr Zulfikar Sahukhan, City Lawyer (28/06/2010 – 31/12/12)

C. DIGNITARIES WHO PAID COURTESY CALL TO THE SPECIAL ADMINISTRATOR

Some of the noteworthy dignitaries who called on the Special Administrator and signed the Visitor's Book during the year were:-

19/04/12	Ms Emiel W, CDIA, Manilla Ms Maria Taniagua, Asian Development Bank Mr Peter Turner, CDIA Team Mr Rhoda Gregorio, CDIA, Manilla
26/11/12	Mr Shumon Yoshiana, RA JICA, Fiji Mr Junichin Nishikawa, Shibushi City Mr Shinichi Tanguchi, Shibushi City Mr Hiromichi Kano, J-PRISM, JICA

	Ms Yuka Mitsuata, Shibushi City
	Mr Yurie Kawabata, J-PRISM
	Mr Oyoko Sasaki, Interpreter
	Mr Kentare Yoshida, JICA
06/12/12	Ars Global Corporation, New Delhi, India
10/12/12	Mr Knut Ostby, UNDP Resident Representative, Fiji
	Ms Vasiti Nanuku, UNDP Global Environment Facility Small Grants Programme
	Ms Shobna D, UNDP
	Ms Sholto Fanifau, UNDP GEF SGP
	Ms Shibazaki Eiji, JICA
	Mr Kenmiro Yashida, JICA
	Ms Frances Tavaia, JICA
	Ms Anaseini Qio
	Ms Asenaca Ravuvu, UNDP
	Ms Winifereti Nainoa, UNDP
	Ms Fioyd Robinson, UNDP
	Ms Catarina Atalifo, UDP GEF SGP
	Mr Nacanieli Speigh, UNDP
11/12/12	Mr Huang Yong, Chinese Embassy and six (6) other delegates from Shaoxing Municipality, People's Republic of China

D. MEETINGS OF THE COUNCIL

Meetings of the Council and Standing Committees during the year were held from January 2012 till December 2012 are as follows:-

Council Meetings

-	Ordinary Meetings	12
-	Emergency Meetings	6

Committee Meetings

-	Traffic & Public Transport	12
-	Infrastructure & Works	12
-	Town Planning, Subdivision of Lands & Squatter Resettlement	12
-	Health	12
-	Civic Amenities, Properties, Sports & Tourism Promotion	12
-	Market	12
-	Human Resources & Industrial Relations	12
-	Finance	12
-	Audit	12
-	Tenders	11

E. MUNICIPAL SERVICES**ENGINEERING SERVICES DEPARTMENT**

The main roles and key responsibilities of the Engineering Department are submitted hereunder:

Works Depot

- Construction & Maintenance of roads and footpaths, bridges, Council buildings, Drainage System, Bus Shelters, Streetlights, Street Furniture, Parks and Garden, etc.
- Implementation of Councils capital development projects

Town Planning Section

- Approval of Land Sub division, Building and other development application under the ambit of the Town Planning Act
- Implementation and Review of town planning scheme and coordinating major projects within the city
- Land Acquisition for future development for the City.

Structural & Building Section

- Process Application and Monitoring of Building/Development Progress within the City.
- Design of Councils development projects
- Attending to Ratepayers Complaints and Queries on Building and Development

Engineering & Design Section

- Survey, investigation and Design of Councils infrastructure
- Monitoring of Sub divisional works within the City
- Attending to Ratepayers Complaints and Queries on Infrastructure
- The Engineering Departments main objective is to maintain the services to the ratepayers in respect of well maintain infrastructure, while at the same time carry out capital Developments to improve the City's image.

MAJOR ACHIEVEMENTS FOR THE COUNCIL**1. Drainage Improvement Works**

- (i) Greig Street –Drainage
- (ii) Ratu Suka Road Shoulder Cutting

- (iii) 113 Macfarlane Street Road Drainage
- (iv) 171 Mukta Ben Drainage
- (v) 91 Princess Road Drainage
- (vi) Davui Lane Drainage
- (vii) Foreshore Carpark (Chamber)
- (viii) Clear Shoulder Cutting @ Vuya Rd/Pony Club, Toa Street
- (ix) Suva Point Foothpath Drainage
- (x) 172 Mead Road Drainage
- (xi) Albert Park Drainage
- (xii) 52-58 Fletcher Road Drainage
- (xiii) Nayau Street Drainage
- (xiv) Yarawa Road Drainage
- (xv) 154 Nailuva Road
- (xvi) Lucy Lane Drainage
- (xvii) Thompson Street Drainage
- (xviii) Korotiki Lane Drainage
- (xix) Davui Park Drainage
- (xx) Lekutu Street Drainage
- (xxi) Brown Street Drainage
- (xxii) Drainage - Holy Trinity School
- (xxiii) Vunakece Drainage - Clearance
- (xxiv) Milverton Road Drainage

2. Road & Footpath Improvement Works

- (i) CBD Area Foothpath Continuation
- (ii) Moti Street Foothpath Kerb, Gutter
- (iii) Q,E Drive Drainage And Upgrade - Disable Ramps
- (iv) CBD Area Schools Foothpath Repairs
- (v) Vuya Road -Patching(QE Drive)
- (vi) Salato Road Foothpaths Repairs
- (vii) QE Drive Walkway
- (viii) Struan Street-Slab Fixing
- (ix) Vatuwaqa Bridge Repairs
- (x) Bailey Bridge Road
- (xi) Handicraft Centre Foothpath - Scrubbing

3. Capital Works , Fencing, Retaining Wall, Beautification and Other Improvements Works

- (i) Suzuki Park- Retaining Wall
- (ii) Qe Drive Planter Box Repairs
- (iii) Suva Market Repairs(Vertical Wall)
- (iv) Suva Market PC

- (v) Mosquito Island
- (vi) Repair To Market Master Office
- (vii) SCC Library -Disable Ramp
- (viii) SCC Depot Garage Roof
- (ix) IT Server Room
- (x) Rakoroi Retaining Wall
- (xi) Vatuwaqa Cemetry Carpark
- (xii) Suva Market Kiosk
- (xiii) Island Concreting
- (xiv) Manure Shed
- (xv) Flagstaff mini market

4. Tender – Documentation, Evaluation, Awarding & Supervision

- (i) Engine Repair - Nissan Garbage Truck (ED751)
- (ii) Supply of Plants , Vehicles and Machines
 - a) supply of 3 tonne tip truck
 - b) Supply of plant vehicles & machines
- (iii) Tender for server ICT infrastructure Upgrade
- (iv) Valuation of Land & Buildings
- (v) Valuation of roads Infrastructure
- (vi) Valuation of vehicles, plants and equipment
- (vii) Construction of Terry Walk way
- (viii) Supply and installation of VRV air Condition – Civic Building
- (ix) Supply and install of backup generators Council properties

- (x) Supply of water tanks
- (xi) Supply of vehicles & trucks
- (xii) Supply of End User ITC equipment
- (xiii) supply for server ITC infrastructure upgrade
- (xiv) Retender
 - a) Executive vehicles (FJ527)
 - b) Toyota Cesspit Emptier (CW379)
- (xv) Repair and upgrading of lift - Civic House
- (xvi) Supply and install air condition – Council properties
- (xvii) Sale of Executive vehicles (FJ527)
- (xviii) supply of Garbage Compactor truck
- (xix) Fabrication and supply of Suva Market Tables and Trestles
- (xx) Supply of Street light Fittings and Decorative Wall lights
- (xxi) Maintenance of Street lights
- (xxii) Relocation of electrical switchboard at Civic Tower

5. General

- Attend to complaints received from ratepayers and other stakeholders on matters relating to:
 - drainage issues
 - road, streetlights and footpath defects (to be referred to FRA)
 - Other general complaints.
- Attend to routine correspondence.
- Attend to routine assessment of Building, Subdivision and Cadastral Survey plans.
- Provide detailed reports, drawings and cost estimates for the above mentioned.
- Provide detailed drawings and cost estimates for the SCC Capital Projects

TOWN PLANNING SECTION

Approval of Land Subdivision, Building and other development applications under the ambit of the Town Planning Act. Implementation and Review of Town Planning Scheme and coordination of major projects within the City, land acquisition for future development of the City.

Developments: - Similar to previous years, the majority of application dealt with by Town Planning Section was for alterations/extensions to existing houses. Other types of applications were for new dwelling homes.

Meetings

The Town Planning & Subdivision of Land Committee met on twelve (12) occasions, that is, monthly.

Applications for Development permission dealt with by the Committee are shown in the table below -:

<u>Owner/Applicant</u>	<u>Description & Location</u>	<u>Proposal</u>	<u>Decision</u>
The Trustees Union Club	CT 1565 & CT 4016 Kimberly Street, Suva	Proposed Conversion of the first floor of the Union Club Building	Approved
Design Cope for Simon Shih	Lot 4 DP 2073 CT 8885 Rewa Street.	Regularisation of conversion of Residential to Commercial Use	Approved
Mosese Velia –Kabara Taxi	Lot 75 S 856 Fletcher Road	Proposed Taxi Base	Approved
Nora Mar	Lot 2 DP 2596 CT 1538 Waimanu Road	Tourist Apartment/ Private Hotel	Approved
Waldorf Trust	Lot 14 S 409 Richards Road	Kindergarten	Approved
Pacific Properties Ltd	Lot 15 DP 2705 CT 11875 Burerua	Girls Hostel	Approved
Seinghiyun Moon	Lot 13 DP 3971 CT 16807 Volavola Road	Student Hostel/ Boarding House	Approved

Reshma Devi Singh	Lot 75 DP 3871 CT 19080	Homestay	Approved
	Sevuka Place		
Youngho Ta	Lot 8 DP 7760 CT 30178 Paul Sloan	Homestay	Refused
Gaen Tae Lum	Lot 10 DP 4585 CT 27434	Homestay	Approved
	Kabatia Pl		
Nadroga Navosa Co-Op Ltd	Lot 8 DP 2494 CT 10836	Boarding House	Approved
	Carew Street		
Zhang Quan Qiu	Lot 18 DP 3879 Griffith Place	Homestay	Refused
Lupeti Fihaki	Lot 26 DP 5862 CT 24220 Joe Singh Road	Homestay	Refused
Jagati, Ajay, & Sanjay Prakash	Lot 18 DP 7761 CT 30188 Paul Sloan Road	Homestay	Approved
Fiji Sports Council	Lot 1 S 1047 off Laucala Bay Road	Taxi Base	Approved
Carpenters Motors	Lot 1 S 1380 CL 4910 Argo Street	Conversion of Canteen to Cafeteria	Approved
Nukuloa Ltd	Lot 1 DP 265 CT 26177 Queen Elizabeth Drive	Proposed Lawyers Office	DTCP decision
Fiji Teachers Union	Lot 1 SO 2659 CL 12274 Raisara Road	Mounted Antenna	Refused
Sydeny Eastgate	Lot 2 DP 312 CT 5895	Office	Approved
Fiji Sports Council	Lot 1 SO 2659 CL 12274 Knolly Street	Coffee Shop	Approved
Industrial Engineering Ltd	Lot 3 & 4 S 1170 CL 3962 Eliza Street	Cafeteria/Takeaway	Approved
The Society of Saint Vincent De Paul in Fiji	Lot 2, 6, 10 & 12 CT 7004 Brown Street	Homestay/Hostel	Approved
Kidney Foundation of Fiji	Lot 1 DP 1887 CT 7950 Extension Street	Dialysis Centre	Approved
Cho & Kim Ltd	Lot 21 DP 7761 CT 30241 Paul Sloan Road	Homestay	Approved
Christine Patterson	Lot 35 DP 5862 CT 23822 Raisara Road	Commercial Kitchen	Approved
Kelton Investment Ltd	Lot 1 DP 7199 CT 27943 Crn Knolly & Riley Street	Coffee/ Retail/ Showroom	Approved

Subdivision Approvals

Council considered two (2) subdivisions in the year 2012. All other subdivision applications which had areas less than 5 acres were dealt with administratively in accordance with Council's delegation authority given to the CEO.

Applicant	Description	Current Zones	Proposal	Decision
Ram Krishna Mission	Unsurvey land off Muanikau Rd		Private Hospital	Under Process

Amendment to the Scheme

Applicant	Description	Zone	Status
Professional Valuations Ltd	Lot 1 DP 2643, CT 10909 Rewa Street	Residential B to Commercial B	Refused
D. Gokal & Company Ltd	Lot 1 & 2 DP 509, CT 5850 & CT 5851 Charles Street	Commercial C To Commercial B	Approved
Satendra Prasad and Others	Lot 2, Section 126, CL 753 Ruve Street	Residential B to General Industrial	Refused
Sunil Chand	Lot 1 Section 6, CL 1143 Belo Street	Residential B To Commercial B	Approved
Land Mark Surveying Consultants	Lot 43 DP 1657 CT 13910 Yarawa Road	Residential B To Commercial	Refused
Jims Enterprise Ltd	Lot 9 DP 2125, CT 11084 Grantham Road	Residential B To General Industrial	Refused
Divisional Survey Central/Eastern	Pt of Bal of Lots 160 and 161, S 176B	Special Use To Commercial/Industrial	Refused
Kapadia Consultants Ltd	CT 8416 Toorak Road	Residential B To Commercial B	Approved
Shri Singh and Associates Ltd	Lot 22 DP 2125 CT 11742 Yarawa Road	Residential B To Commercial B	Approved

General Items

Owner/Applicant	Description & Location	Issues	Remarks
Suva City Council	Ratu Karusi Park	Application For Skate Board Park By Skate Boarding Association Of Fiji	Application approved by Council at its Ordinary Meeting held on 27 th March 2012, had resolved to approve the application subject to conditions.
Suva City Council	Brewster Street	Acquire Road Reserve of Brewster Street	
National Fire Authority	Komo Park	Application to acquire part of Komo Park.	Approved

BUILDING SECTION**A. Building Developments:**

About the same number of building and construction development applications were received in the year 2012 as in the previous year of 2011.

A total of 537 building applications was received by the Suva City Council with the value of **\$48,282,153.93** compared to a value of **\$105,080,802.41** for the same period last year - **2011**.

323 Building Permits were issued for construction with an aggregate value of \$31,720,157.25, compared to 283 Building Permits issued with an aggregated value of \$38,262,120.65 in the previous year. It should be noted that some of the building permits issued were from applications received in the previous years and processing of applications is also dependent on the applicant in addressing issues, if any, on their application for compliance with the current Acts and national code.

Tabulated below, in Table 1 and 2 respectively, are the Major Developments and Redevelopment applications, with the estimated value of works to be in excess of \$100,000.00, received and those that were approved during the 2012 year period.

TABLE 1

BUILDING APPLICATION RECEIVED / APPROVED DURING 2012
VALUE IN EXCESS OF \$100,000.00

Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
6.01.12	Avinesh Reddy	Residential Apartment	Koroi Pl.	100,000.00	264.00	45/2612
6.01.12	Anil B. Kumar	Extension	Fletcher Rd.	171,600.00	421.52	45/2377
12.01.12	Lerry L. Rupeni	Extension	Nararo	200,000.00	484.00	44/253
18.01.12	Sun Insurance	Office Fitout	Laucala Bay Road	312, 348.00	677.16	9/1115
19.01.12	Nauluvatu Methodist Church	Extension	Reservoir Rd	322,200.00	752.00	48/790
20.01. 12	London Guarantee Corp Ltd	Cinema Complex	Grantham Rd	2,208,950.00	4,903.69	44/2319
27.01. 12	Harikisan	New Building	High St.	952,956.00	2,140.52	9/266
27.01. 12	George Evans	New Residence	Kini St.	125,934.00	321.00	9/2159
9.02.12	Gyaneshwar Prasad	New Residential Building	Ro Kuboulevu	260,000.00	828.43	55/219
15.02.12	Kiran Prasad	New Residential	Vinod Karsanji	103,169.50	270.95	45/2613
16.02.12	Flour Mills of Fiji	Relocation of Existing Workshop	Leonidas St.	452,400.00	1,039.38	48/886
23.02.12	Laminators Ltd.	New Warehouse	Leonidas St.	1,116,250.00	2,499.75	48/3250
29.02.12	U.S.P.	Proposed Sheltered Walkway	Laucala Bay Road	100,000.00	264.00	44/1809
12.03.12	MY Transport Ltd	Extension	Reservoir Rd	1,000,000.00	1,963.99	48/3232
22.03.12	Bradford Enterprise	Office Consultant	Griffith Place	452,400.00	1,039.28	48/
23.03.12	Vinod Prasad	Extension	Fletcher Rd	103,169.50	270.95	45/324
30.03.12	Robert Chung	Renovation	Telau St.	160,000.00	290.14	44/1016
3.04.12	Rajendra Kumar	Extension &	Herrick Pl.	120,000.00	308.00	44/282

Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
		Renovation				
19.04.12	Mohammed Khan	New Building	Princes Rd	178,560.00	379.87	48/3484
19.04.12	Uday Sen	New Building	Grantham Rd	330,817.00	671.17	45/2611
23.04.12	Tappoos Group	Office	Carpenter St.	141,000.00	330.59	44/2170
23.04.12	U.S.P.	Lecture Theatre Library	Laucala Bay Rd	1,500,000.00	3,121.07	44/1809
23.04.12	Suruj Sharma	New Flats	Q.E.D.	381,907.00	825.30	44/1303
24.04.12	Yentesh Reddy	Regularization of Existing	Kikau St.	150,640.00	350.39	45/670
24.04.12	R. Prasad Ltd	Extension	Fletcher Rd	1,097,250.00	2,294.09	45/404
8.05.12	FNPF	Renovation	Grantham Rd	300,084.00	704.18	45/1449
11.05.12	Ledua Tamani	New Building	Wairua Rd	200,000.00	487.23	48/2767
15.05.12	Quantam	Renovation/ Extension	Naivurevure Rd	74,325.80	207.51	55/250
16.05.12	Douglass S.	New Building	Krishna St.	240,255.00	572.56	55/924
16.05.12	BSP	Office Fitout	Renwick Rd	750,000.00	1,694.00	9/449
16.05.12	Salesh Prasad	New Building	Fletcher Rd	149,270.00	375.40	45/314
17.05.12	Pravez Narayan	Regularize	Carpenter St.	301,965.00	708.32	44/2142
21.05.12	David Ire	Renovation	Petrie Rd	120,000.00	308.00	48/71
31.05.12	Ramanlal Laxman	Apartments	Gordon St.	404,600.00	934.32	9/1222
31.05.12	Emori Latianara	Renovation, Pool & Carport	Kumi Rd	120,000.00	308.00	44/329
31.05.12	Dynex Holdings	New Building	Jai Ambamma	783,174.00	1,766.98	45/2619
1.06.12	Indian Associates	New Covered Walkway	Tawake St.	104,680.00	274.30	45/2379
4.06.12	Fiji Sports Council	Upgrading & Redevelopment of National Stadium	Laucala Bay Rd	6,000,000.00	13,244.00	44/586
5.06.12	Amajit Singh	Renovation	Evet Place	400,000.00	924.00	48/1921
6.06.12	Roderick Weeks	Renovation	Hedstrom Pl	190,000.00	431.20	48/908
6.06.12	Kali Balavu	New Building	Gomate	102,332.00	269.13	55/926
13.06.12	Gold Stone Investment	Renovation to Existing Building	Salala Pl.	450,000.00	965.06	48/2532
13.06.12	Hangton Pacific Ltd	Storage	Rokobili	105,600.00	257.60	48/3473
15.06.12	Faizal Sharif	New Building	Panapasa St.	242,000.00	573.10	48/1376
18.06.12	Deo Narayan	New Building	Nacara Rd	403,300.00	930.37	44/669
29.06.12	Satendra Nair	Renovation	Augustus St.	185,330.00	451.73	9/635
5.07.12	Mr. Smith	Additional	Kini St.	120,000.00	281.47	9/1839
5.07.12	Flour Mills of Fiji	Silo	Leonidas St	100,000.00	246.40	48/886
12.07.12	Kelton Investment	New Building	Fletcher Rd	136,800.00	2,544.96	45/2615
18.07.12	Zhong	New Building	Nailuva Rd	335,925.00	730.84	44/862
18.07.12	PNG	Bulk Earth Works	Muanikau Rd	200,000.00	336.07	44/2354
23.07.12	Kriz Sign	Alteration to Existing	Denison St.	100,000.00	246.40	9/1174

Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
24.07.12	Pacific Energy	Refurbishment	Reservoir Rd	850,000.00	1,786.40	48/769
24.07.12	Technix Bitumen	New Half Container	Retriever Rd	110,000.00	266.93	48/3056
26.07.12	Faiyaz Khan	New Building	Sawau Road	120,000.00	287.47	48/3492
9.08.12	Pacific Fasteners Ltd	New Warehouse	Moala St.	561,600.00	1,194.21	48/1499
22.08.12	Ranjit Singh	New Building	Valley Road	120,180.00	252.32	55/922
22.08.12	Cope Construction	New Office & Warehouse	Jai Hanuman	668,865.00	1,414.46	45/2624
10.09.12	Shirley Prasad	Extension	Namara	117,325.00	281.96	45/1807
10.09.12	Firoza Hussein	Extension	Grantham Rd	119,326.00	286.06	44/1947
	Nadonumai Holdings Ltd	Refurbishment	Victoria	390,900.00	843.72	9/2106
25.09.12	BSP	Alteration	Scott St.	250,000.00	594.00	9/1796
25.09.12	Arvind Patel	New Building	Burerua	221,984.00	496.81	44/78
25.09.12	Nathaniel Tuisseke	Refurbishment	Rakua	174,376.00	399.09	44/1632
23.10.12	Yugin Cong	Extension	Rt Sukuna Rd	229,900.00	513.14	44/129
26.10.12	D. Robinson	Renovation	Kanavi	150,000.00	349.07	45/1678
29.10.12	Southern Motors	Replacement of Existing Fuel Tank	Jerusalem Rd	350,000.00	759.73	45/2114
29.10.12	Asco Motors	Roof Renovation	Ratu Mara Rd	200,000.00	352.00	45/2287
29.10.12	Mesake Tuinabua	New Building	Biau Drive	121,250.00	310.75	55/923
8.11.12	Steven Smith	Deck	Kini St.	120,000.00	287.46	9/1839
8.11.12	Bright Star Investment	Apartment	Berry Rd	3,000,000.00	6,644.00	9/611
19.11.12	Phillip Chand	Alteration to Existing	Kaunitoni St.	100,000.00	246.00	45/719
28.11.12	Abinesh Chand	New Building	Rifle Range	217,526.00	487.70	45/2627
3.12.12	BSP Branch	Fitout	Grantham Rd	550,000.00	1,170.40	44/2319
3.12.12	Aarkay Motors	Extension	Jai Hanuman	770,000.00	1,622.13	45/2371
13.12.12	Reserve Bank of Fiji	Renovation	Pratt St.	3,000,000.00	6,201.06	9/929
13.12.12	Suva Private Hospital	New Pharmacy	Amy St.	220,000.00	492.80	9/1737
13.12.12	AQEP	Fitout	Laucala Bay Road	200,000.00	328.53	9/1564
13.12.12	London Guarantee	Fitout	Grantham Rd	500,000.00	944.53	44/2319
13.12.12	Asco Motors	Renovation	Ratu Mara Rd	200,000.00	328.54	45/2287
17.12.12	Ram Kumar	Extension	Vuna	109,242.00	265.34	48/860
28.12.12	Sami Holding Ltd	Apartment	Ratu Sukuna Rd	500,000.00	1,100.44	44/608
28.12.12	B.W. Holding	Shed	Viria Rd	342,735.00	745.36	45/2630

TABLE 2

BUILDING APPLICATION APPROVED (PERMIT ISSUED) DURING 2012
VALUE IN EXCESS OF \$100,000.00

Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
Sun Insurance		Laucala Bay Rd	879,955.00	1,979.10	9/1564
Paula Vunisa Koli	New Building	Barrett St	115,995.00	299.20	44/2322
Public Rental Board	New Housing Buildings	Nairai Rd	11,000,000.00	74,244.00	44/906
Imtiaz Mohammed Musa	Extension to Existing	Fletcher Rd	130,416.00	330.00	45/341
Vijay Madhavan		Borron Rd	100,500.00	265.10	45/809
Vijay Prasad	New Residential Bldg	Bureta St.	247,800.00	589.16	48/2415
Luke Naitaka	Renovation to Existing	Naivurevure	120,000.00	308.00	55/849
William Branan		Robertson Rd	217,937.50	523.46	9/2058
Total Rental & Hire Services	Commercial Bldg	Namuka St.	400,000.00	924.00	45/1769
Fiji National University		Jerusalem Rd	400,000.00	924.00	45/211
Nauluvatu Methodist Church	Extension	Reservoir Rd	322,200.00	752.00	48/790
Harikisun Ltd	New Building	High St.	952,956.00	2,140.00	9/266
Prem Prakash Prasad		Raisara Rd	300,950.00	706.00	44/1843
Suruj Sharma	New Flats	Q.E.Drive	381,907.00	884.24	44/1303
Avinesh Reddy & Releshni Karan	Residential Apartment	Koroi Place	100,000.00	264.00	45/2612
Uday Raj Sen	New Building	Yarawa Rd	330,817.00	771.80	45/2611
Zhao Fu Gang	New Residence	Nababa Place	201,485.00	487.30	48/3457
Courts Fiji Ltd		Matuku St	156,000.00	387.20	48/970
Ashok Kumar		Noko Place	154,429.50	385.00	55/113
Flysh Fiji Ltd		Rokotarotaro Rd	320,000.00	748.00	55/42
BSP	Office Fitouts	Renwick Rd	750,000.00	1,694.00	9/449
People's Community Network		Gaji Rd	3,250,000.00	7,194.00	45/2608
Salesh Prasad	New Building	Fletcher Rd	149,270.00	372.40	45/314
Farhaad Hussian	As-built Structure	Mead Rd	205,235.00	495.50	48/3244
Kali Balavu	New Building	Gomate Rd	102,332.00	269.13	55/926
Ramanlal Laxman	Apartments	Gordon St.	404,690.00	934.32	9/1222

Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
Union Club	Renovation	Kimberly St.	154,038.00	382.80	9/222
Bred Bank	Fitouts	Usher St.	185,500.00	452.10	9/1362
Francis Borgia	Renovation & Addition	Marou Rd	250,000.00	594.00	44/302
F.H.L. Logistics	Office Fitout	Carpenter St.	141,000.00	354.20	44/2170
Rajendra Kumar	Extension & Renovation	Herrick	120,000.00	330.00	44/282
Indian Association of Fiji	New Covered Walkway	Tawake St.	104,680.00	274.30	45/2379
Southern Motors		Jerusalem Rd	118,440.00	304.57	45/2114
Dynex Holding	New Building	Jai Ambamma	783,174.00	1,766.98	45/2619
Ram Kumar		Moti St	146,200.00	365.65	45/900
Vandhana Sharma		Kaunitoni St	105,000.00	275.00	45/1906
Ledua Tamani	New Building	Lady Narain Drv	200,000.00	481.23	48/2767
Flour Mills of Fiji	Silo	Leonidas	100,000.00	264.00	48/886
X10 Ltd		Ragg Ave	379,651.99	879.23	48/3485
Nadonumai Holdings Ltd for Ministry of Justice	Office Space	Victoria Parade	390,900.00	903.98	9/2106
Mr. & Mrs Smith	Additional to Existing Building	Kini St.	120,000.00	308.00	9/1839
BSP Life	Alteration	Scott St.	250,000.00	594.00	9/1796
Emori Latianara	Renovation, Pool & Carport	Rt Sukuna Rd	120,000.00	308.00	44/329
Southern Motors Ltd	Replacement of Existing Fuel Tank	Jerusalem Rd	350,000.00	814.00	45/2114
Gyaneshwar Prasad	New Residential Building	Navurevure Rd	260,000.00	828.41	55/219
Abinesh Chand	New Double Storey Bldg	Krishna St.	400,000.00	924.00	55/927
Cope Construction	New Office & Warehouse	Jai Hanuman	668,865.00	1,515.50	45/2624
Asco Motors	Renovation	Rt Mara Rd	200,000.00	352.00	45/2287
Kelton Investment	New Building	Fletcher Rd	1,136,800.00	2,544.96	45/2615
Mesake Tuinabua	New Residential Bldg	Biau Drv	121,250.00	310.75	55/923
Kris Signs	Alteration to Existing	Denison	100,000.00	264.00	9/1174
Abinesh Kumar		Vinod Karsanji	217,526.00	522.55	45/2628

TABLE 3: BUILDING SURVEYOR'S REPORT

SUMMARY OF APPLICATIONS RECEIVED AND BUILDING PERMITS ISSUED FOR THE LAST 10 YEARS AND TOTAL FEES RECEIVED.									
YEAR	NEW RESIDENTIAL		NEW COMMERCIAL		MISCELLANEOUS WRKS		TOTAL		FEES RECEIVED
	APP. RE'D	EST. VALUE	APP. RE'D	EST. VALUE	APP. RE'D	EST. VALUE	APP. RE'D	EST. VALUE	
	PER. IS'D	EST VALUE \$	PER. IS'D	EST VALUE \$	PER. IS'D	EST VALUE \$	PER. IS'D	EST VALUE \$	
2003	91	16,293,068	25	25,638,967	448	20,258,544	564	62,190,579	167,646.04
	66	9,333,219	24	51,804,302	295	13,057,956	385	74,195,477	
2004	96	20,989,244	34	110,631,790	431	19,601,799	561	151,222,833	155,637.83
	83	16,878,284	25	40,071,676	241	16,696,110	349	71,646,070	
2005	87	16,384,825	39	24,344,999	394	18,097,442	520	58,827,266	143,980.48
	53	10,610,429	22	33,328,372	235	15,505,804	310	59,444,605	
2006	73	20,925,649	21	87,475,933	403	22,717,592	497	131,119,174	288,506.02
	55	11,842,803	11	54,597,374	197	9,198,396	263	75,638,573	
2007	37	17,992,111	10	20,372,661	310	31,125,803	357	69,490,575	194,217.57
	28	6,359,591	10	20,372,661	193	19,250,127	233	47,372,625	
2008	43	4,110,539	15	14,076,459	390	18,059,425	448	36,246,423	117,418
	28	3,261,208	08	6,847,820	238	14,818,730	274	24,927,758	
2009	46	11,647,570.5	08	8,304,265	374	44,080,324.3	428	64,032,159.8	142,618.10
	37	11,787,911.00	08	2,873,045.8	225	27,882,009.3	270	42,542,966.1	
2010	29	6,159,480.36	10	9,099,951.50	355	19,532,935.86	394	34,792,367.72	75,790.36
	10	2,355,724.30	02	4,419,520	248	38,725,301.13	260	45,500,545.43	
2011	34	7,277,502.50	15	66,504,082.98	488	31,299,216.93	537	105,080,802.41	231,221.77
	16	1,623,275.30	4	6,498,314.50	263	30,140,530.85	283	38,262,120.65	
2012	45	10,680,924.04	11	11,170,212.00	481	26,431,017.89	537	48,282,153.93	97,084.80
	36	7,275,434.49	7	7,720,573.00	280	16,724,149.76	323	31,720,157.25	

Key:

APP. RE'D - APPLICATION FOR DEVELOPMENT PERMISSION RECEIVED

PER. IS'D - BUILDING PERMIT ISSUED

EST. VALUE- ESTIMATED VALUE

Table 3 –shows a summary of the number of applications and aggregate value of works received and permit issued for 2003 to 2012, with works categorized as residential, commercial or miscellaneous (i.e. covering other works such as fence construction, extensions and so forth).

BUILDING INSPECTIONS**TABLE 4 **BUILDING INSPECTION REPORT - 2012****

MONTH	INSPECTION BY APPOINTMENT	ILLEGAL WORKS DETECTED	NOTICE SERVED	COMPLAINTS INVESTIGATED
JANUARY	146	9	11	12
FEBRUARY	187	15	12	8
MARCH	151	10	6	8
APRIL	171	12	9	11
MAY	184	18	14	12
JUNE	149	12	6	9
JULY	194	23	15	19
AUGUST	176	20	17	18
SEPTEMBER	154	18	11	15
OCTOBER	150	21	11	11
NOVEMBER	160	12	10	13
DECEMBER	90	11	9	7
TOTAL (2012)	1,912	181	131	143

Table 4 - illustrates the details and inspections carried out by the Building Inspectorate staff, which also include the complaints investigated and notices served on the illegal structures and construction works carried out without Council's consent or building permit.

TABLE 5 - STATUS OF ILLEGAL WORKS IN THE 10 PAST YEARS

YEAR	INSPECTION BY APPOINTMENT	ILLEGAL WORKS DETECTED	NOTICE SERVED	COMPLAINTS INVESTIGATED
2000	1093	155	108	113
2001	2526	152	107	87
2002	1014	246	539	246
2003	1274	178	178	178
2004	1677	181	266	204
2005	1471	181	133	211
2006	1344	108	89	108
2007	1,893	163	163	163
2008	1,084	111	111	111
2009	1,487	157	157	157
2010				
2011	1,903	216	177	172
2012	1,912	181	131	141

GENERAL

The Building Section was kept busy through the year with processing of applications and site inspection work with the current staff. Other duties include, but are not limited to, investigation of complaints and report writing.

Building Section Staff - 1 x Acting Senior Engineer Structure
 3 x Building Inspectors

ADMINISTRATION & OPERATIONS DEPARTMENT**1. Human Resources & Industrial Relations**

Council has a Recruitment, Selection and Appointment process that supports the effective and efficient running of its business based on the principles of transparency, merit and equality, to select the most suitable candidate for the job. The Council is committed to developing and maintaining an environment that promotes Equal Employment Opportunities [EEO] and the enhancement of personal growth and development of all employees.

2. Staff Establishment 2012

Worker employed on a permanent basis	-	395
Established Staff	-	153
Un-established Wage Staff	-	242
Contracted Officers/employees	-	92
New recruits	-	12
Workers promoted	-	-
Workers resigned	-	-
Workers Terminated	-	2

Deaths

Council recorded with deep sympathy the death of one (1) employee during the year.

3. Training

The 2012 Training Plan was formulated in line with the Council's Corporate Plan, Performance Appraisal assessments, Training Needs Survey and recommendations made by the Departmental/Sectional Heads.

Employee weaknesses and gaps were noted in the performance appraisals, re-work and wastages. A number of meetings were held between the Human Resources Section and Sectional Heads to identify individual, occupational and organizational training needs and such has been documented and incorporated in the 2012 Training Plan.

Council workforce comprises of skilled and unskilled workers, therefore various refresher trade and technical training programs were provided to targeted employees.

A total of 23 in-house and 19 external training courses were conducted equivalent to 2,715 total hours. Total levy paid to FNU in 2012 amounted to \$73,935.27 and the Grants Assessment was 48.33%, thus \$32,159.62 was reimbursed to Council.

4. Performance Management System

The Performance Management System in place requires annual performance planning and performance appraisals in which the employees performance are measured against key performance indicators agreed both at the departmental and individual level. Employees were rewarded with bonus payments as per individual achievements.

5. Sports and Social

Sports and Social Club was active and passionate about 'Walk-to-become-Fit' Program. Other programs were conducted.

6. Determination of Fair Rents

Numerous complaints were received from tenants within the City Area for unfair rentals in dilapidated conditions – OHS issues. Cases of unfair rentals were referred to the Valuation Department of the Lands Department for investigation and determination of fair rentals whilst the OHS issues OHS were referred to the Engineering and Health Services Departments for investigations.

7. Major Revenue Centers

- **Civic Tower – Rented Building : Full Occupancy**

Commercial building with 8 floors and a basement car park.
Levels 1-5: occupied by the Public Service Commission
Levels 6-7: occupied by the Fiji Trades & Investment Board
Level 8: occupied by Price Waterhouse Coopers.

Revenue derived in 2012 = \$878,098.55 VEP

- **Civic House – Rented Building : Full Occupancy for a 3 year Lease**

Commercial building with 6 floors.
90% of the building occupied by the Public Service Commission.
Ground floor east wing occupied by Wakaya Fiji Limited
Ground floor west wing occupied by Fiji Audio Visual Company.

Revenue derived in 2012 = \$616,515.15 VEP

- **Civic Centre**

The Suva ratepayers and the public hire the Civic Center facilities for events and functions such as concerts, parties, wedding receptions, meetings, conferences, church services, schools prize giving ceremonies and indoor sports activities.

Total Revenue collected was \$286,214.96 VEP.

8. Olympic Swimming Pool

The Suva Olympic Pool is one of the several historical buildings built in 1925 that continues to offer recreational activities to the citizens and ratepayers of Suva. The commissioning of the pool in 2010 and the installation of a new water filtering system and electronic water vacuum, improved water sanitation is the reason why schools, swim clubs, sports clubs, corporate bodies and many others prefer. The pool proudly offers its improved facility, services and water sanitation to the citizens and visitors of Suva.

The fees and charges are as follows:

1. Child - \$1.50
2. Adult - \$3.00
3. Cubicle - \$4.90

Total Revenue for Olympic Pool was \$107,489.46 VEP

9. Suva Municipal Market

The Suva Municipal market is the largest farm fresh produce supplier and a livelihood for thousands of families. Farmers, wholesale suppliers, middleman and vendors flock to the market every day to trade. The vendors come from all over Viti Levu the outer islands and coastal areas, from the Western division and even from Vanua Levu.

The Suva Market is renowned for its busy and bustling Saturdays whereby thousands of consumers gather at the market to buy their weekly supplies of fresh vegetables, root crops and sea harvest. There are other sources of revenue earnings in the market such as rentals, kiosks, food outlets and small retail outlets. However, a bigger portion of the market earnings is derived from market stall fees. Needless to say the operation costs of the market is quite high and therefore market earning is channeled back to the market to ensure that the up keep of the market is not compromised.

Total Revenue collected for Suva Market was \$1, 802,353.30 VEP.

10. Suva Bus Station

Majority of the public travel to their desired destinations using the bus services as their mode of transportation. The Suva bus station is one of the busiest transition point in which you have thousands of people moving in and out of the bus station in the morning and the afternoon.

The major challenges faced at the bus station is the Oil spillage, smoke emission and space limitation. These are been migrated through issuance of infringement notices by the SCC enforcement, Police, LTA and the Health officers. There are over 2000 bus trips that to and from the bus station.

Total revenue collected was \$248,823.92 VEP.

11. Curio Handicraft Centre

The Curio & Handicraft Centre has 77 Handicraft stalls and 270 car parks in Suva's biggest 5 storey car parking facility. In 2011 there were 56 Cruise linear visits to Suva. The Handicraft center provides the tourists a wide range of local artifacts.

Revenue collected from the handicraft stalls, 5-storey parking spaces and the kiosk was \$271,609.60 VEP.

12. Mini Markets

Revenue derived from the mini markets at Flagstaff, Nabua, Jerusalem Road and Raiwaqa was \$129,734.41 VEP.

13. Victoria Memorial Hall

The above facility was also known as the Old Town Hall which housed 5 tenants; being – 3 restaurants, 1 hair salon and 1 office space use occupied by Green Peace.

Revenue derived was \$177,774.67 VEP.

14. Raiwaqa Market

There were only 2 tenants in the Raiwaqa Market with a generated revenue of \$32,095.91 VEP.

15. Car Parks

Car parks including Central car park, Foreshore and MPI car park generated was \$59,882.11 VEP.

16. Miscellaneous Properties

Miscellaneous Properties includes Open spaces, Council Reserves, Parks, Footpaths, Stinson Parade walkway, Terry Walk, Harbour Center, Mid City drop off point, Tappoos Reserve,/drop off point, Tanoa Plaza, Albert Park Kiosk, Suva Point Kiosk, Wing Lee Motors, Republic of Cappuccino front, One World Flight Center, Y P Reddy, Jack's Handicraft drop off.

Revenue collected was \$257,613.13 VEP.

17. Library

The Suva City Library has around 13,760 books were in circulation during the year. The Council was also engaged with Mobile Library Services in all the schools in Suva. This has increased our membership to 389. Special events such as National Library Week were organized in consultation with Library Services of Fiji. Stakeholders and friends of the library contribute through donations of library books, computers and other resources to assist the council in the running of the library.

Total Revenue collected was \$9,112.32 VEP.

18. Public Service Vehicles

The Public Service Vehicles includes carriers, mini buses and taxis. Issuance of bases continues to be put on hold due to the freeze that has been imposed by Land Transport Authority on taxi permits.

Total revenue collected was \$595,325.48 VEP.

19. Parking Meter

There are 99 Parking Meter Machines, 803 gazette parking spaces, 8 zones in Suva City and all the Parking Machines are Solar and Battery Backup. Total revenue collected was \$626,765.96 VEP.

Total Revenue collected for Towing was \$112,383.69 VEP.

HEALTH SERVICES DEPARTMENT

The Department is responsible for –

- Promoting and enforcing a safe, healthy and clean physical environment
- Enforcing Public Health Act, Building Regulations, Litter Decree, Food Safety Act and other related Legislations
- Promoting sustainable development
- Controlling pollution
- Promoting Occupational Health and Safety
- Promoting Health Awareness
- Managing Solid Wastes generated in the City
- Prosecuting offenders against any related Laws
- Promoting good governance
- Preventing spread of any communicable disease
- Promoting healthy living to prevent non-communicable diseases.

Commitment to building sustainable City was evident in major spending on reducing pollution, managing solid wastes, food safety and preserving the natural environment.

Contribution to a Sustainable Suva City

Putting the right process and initiatives in place to maintain and enhance the quality of life for people.

A large portion of our expenses and effort was diverted to cleaning initiatives and improvements to public drains including education and awareness programs in restaurants on food safety, sanitation in community and informal settlements.

1. SUMMARY OF INSPECTIONS

SUMMARY OF INSPECTION			
Types of premises inspected	Inspection	Re-Inspection	Total
Dwelling Houses /Residential Flats & Units	1604	289	1893
Investigation of Complaints	649	1067	1716
Hotels, Private Hotel, Boarding Houses, homestay	50	22	72
Restaurants, Refreshment Bars	352	762	1114
Bake house	64	115	179
Supermarkets/food-shop survey & condemnation	94	63	157
Food shops, Food stores	109	80	189
Municipal Markets, Mini Markets	53	30	83
Butcher shops	38	35	73
Food Kitchen	2	10	12
Food Vehicles & Carts	70	26	96
Hawkers	99	30	129
Food Hawkers for License	41	2	43
Juice Stall	25	25	50
Laundries	7	7	14
Hairdressers & Chiropodists	160	154	319
Kindergartens & schools	6	10	16
Commercial Premises (Others/ Offices)	668	129	797
Nightclubs/Liquor Bar/Taverns	25	24	49
Sanitary Drains and street drains	376	68	444
Vacant Lots/Sections	1185	584	1769
Application of new buildings or repairs & Inspection of Building Sites	611	33	644
Inspection of Building for Completion Certificates	203	28	231
Premises inspected for Business License	209	10	219
Inspection of Alleyways	16	-	16
Inspection of sewer pumps, manholes & sewer overflows	21	48	69
Inspection of Common Dumping Spots	12	7	19
Inspection of Parks	3	-	3
Inspection of car parks	1	2	3

Factories & Workshops	19	81	100
Liquor bottle shops/Bottle shop with food retail	20	2	22
Food processing factory	15	9	24
Private clubs	7	6	13
Kava Pounding	7	3	10
Religious buildings and hall	4	-	4
Street Inspections	33	17	50
Theaters	4	-	4
Fish Shop	9	6	15
Burst water main	3	4	7
Stray dogs	29	-	29
Obstruction of signboards on footpaths	4	4	8
Informal settlements	121	-	121
Illegal garage operation	2	-	2
Illegal food operation	5	18	23
Illegal hair salon	3	-	3
TOTAL	7038	3815	10,853

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

Summary of Improvements	Ordered	Completed
Repairing of Buildings	4	1
Removal of Unauthorized Structures	4	-
Removal of pit privies	1	1
Repairing or cleansing or fly proofing of privies	11	7
Accumulation of refuse referred to contractor for removal	19	8
Removal of Refuse (others)	141	140
Repairs or improvements to Hotels, Private Hotels, boarding Houses	9	10
Repairs or improvements to Restaurants and Refreshment Bars	167	160
Repairs or improvements to food processing factory	7	13
Repairs or improvements to Supermarkets	18	10
Repairs or improvements to Food shops, Food Stores, Green Grocers	15	18
Repairs or improvements to Butcher shops	5	5
Repairs or improvements to Bake houses	22	18
Repairs or improvements to Food Kitchens		1
Repairs or improvements to Food Vehicles & Carts	4	-
Improvement to food safety on the sale of sliced and peeled vegetables at Suva Market	14	-
Repairs or improvements to Laundries	2	1
Repairs or improvement to Fish Shop	4	2
Repairs or improvements to Hairdressers & Chiropodists	51	43
Cease operation of illegal hairdressers and chiropodists	8	3
Repairs and improvements to Kava Pounding Shop	5	1
Cease of business operation at residential premise	1	-
Cease animal slaughtering	1	1
Repairs or improvements to Schools & Kindergartens	1	-
Repairs or improvements to factory and workshops	10	-

Repairs and improvements to insanitary compound	1	1
Repairs or improvements to soil drainage	3	-
Repairs or improvements to nightclubs/ Bars	13	10
Repairs or improvements to PWD Water mains/service pipes	2	1
Repairs or improvements to grease traps	9	1
Clearing of overgrowth of weeds & Long Grass	261	259
Abatement of nuisance from mosquito breeding	17	12
Abatement of nuisance from animals	6	6
Abatement of nuisance from poultry	27	11
Abatement of nuisance from sewer overflow	42	37
Renewal or provision or use of proper garbage pans or lids	294	291
Cease accumulation & burning of refuse	2	1
Cease illegal upholstery work	1	-
Repair, cleansing and improvement from storm water drains	51	49
Repairs and improvements to private clubs	7	6
Repairs and improvements to taverns	2	2
Abatement of nuisance from discharge of waste oil	6	2
Repairs, cleansing or improvement to septic tank	8	1
Abatement of nuisance from defective soil pipes	101	100
Abatement of nuisance from soil/cement clinker on roads	2	1
Repairs or improvements to Oil Storage & Disposal	2	1
Cease illegal prep. & sales of food	9	2
Repair liquor bottle shop	3	4
Cease illegal business operation	14	11
Provision of water supply	-	1
Abatement of nuisance from dust	1	1
Abatement of nuisance from noise	1	1
Cease waste oil discharge	3	3
Repairs to leaking and burst water main	4	3
Repairs or improvements to sewer manholes	3	1
Repairs, cleansing or improvements to wastewater drains/ septic tanks	45	41
Cease discharge of wastewater onto roadside drain	1	1
Abatement of nuisance from council drain referred to contractors	3	-
Removal of portable toilet emitting foul smell	1	1
Removal of signboards from council footpaths	4	4
Connection of wastewater to sewer line	1	-
Cease vehicle spray painting on roadside	1	1
TOTAL	1475	1310

WRITTEN NOTICES SERVED

Action taken for the Abatement of Insanitary condition detected

a) Total number of written notices served

• Intimation	-	396
• Statutory	-	435
• Final Letters	-	155
Total		<u>986</u>

b) No. of Litter Notices Served - 64

TOTAL = 1050

3. **BUILDINGS**

- No of Application of New Buildings, Repairs and Inspection of Sites - 644
 - Inspection of Buildings for Completion Certificate - 231
- TOTAL = 875**

4. **GENERAL COMPLAINTS**

- Total Complaints received and attended to - 649
- Total Complaints attended to and complied - 576 (88.76 %)
- Total Complaints attended to but pending - 73 (11.24 %)
- Referrals - 0

5. **DOG CONTROL**

An extensive dog trapping joint operation between SPCA & SCC was conducted for the year. A total of 120 dogs/cats were trapped.

6. **PROSECUTIONS**

(i) **Litter Cases**

OFFENCE	TOTAL NO. OF LITTER CASES	SPOT FINES PAID	COST
Abandon Litter in a public place	64	32	\$1280.00

Summary –

Total Revenue: Litter Cases

Litter Cases	
Fines	\$2,100.00
Costs	\$850.00
Total	\$2,950.00

7. CONDEMNATION OF FOOD

NO	ITEMS	PREMISE	WEIGHT	QUANTITIES
1.	Sausages	Food Stalls – Hibiscus Festival	-	26 pieces
2.	Lamb Chops		-	21 pieces
3.	Boiled Eggs		-	12
4.	Cassava		-	34 packs
5.	Salad		-	3 basins
6.	Rice		-	2 full rice cooker
7.	Chicken wings		-	52 pieces

8. a) SUMMARY OF WASTE COMPOSITION COLLECTED WITHIN SUVA CITY

INDICATORS	2010 JAN – DEC (tons)	2011 JAN – DEC (tons)	2012 JAN – DEC (tons)
Household Garbage	12,653.27	13,193.83	13,983.02
Green Waste	5,473.32	5,553.03	6,226.88
Mixed Refuse & General Rubbish	3,973.33	4,830.50	3,811.76
Total	22,099.92	23,577.36	24,021.66

b) AMOUNT OF GATE FEES PAID AT NABORO LANDFILL FOR DISPOSAL OF REFUSE

INDICATORS	2010 JAN-DEC (\$)	2011 JAN-DEC (\$)	2012 JAN – DEC (\$)
Household Garbage	286,206.24	331,692.85	351,532.71
Green Waste	117,425.21	139,603.14	156,543.80
Mixed Refuse & General Rubbish	403,631.45	121,438.74	95,827.70
Total	\$807,262.90	\$592,734.73	\$603,904.21

9. SUMMARY OF GENERAL CLEANING UP AS CONTRACTED OUT

INDICATORS	2010 (\$)	2011 (\$)	2012 (\$)
Grass Cutting Contract	876,331	616,732	616,732
Refuse Collection Contract	488,050	449,393	449,393
Total	\$1,364,381	\$1,066,125	\$1,066,125

NB. Penalty Deduction for 2012 - \$21,143.91

10. (a) SPECIAL PREMISES WITH HEALTH PERMITS BUT WITHOUT LIQUOR LICENSES - 2012

NO	PREMISES TYPE	NUMBER
1.	Restaurant & Refreshment Bars	21
2.	Hairdressing & Chiropodist	13
3.	Bake Houses	5
4.	Food Processing Factories	3
5.	Fish Processing Factories	2
6.	Hotels, Private Hotels, Motels & Boarding Houses	1
7.	Kava Shop	2
8.	Laundry	1
	TOTAL	48

(b) SPECIAL PREMISES WITH HEALTH PERMITS & LIQUOR LICENSES - 2012

#	SPECIAL PREMISES	NUMBER
1	Restaurant & Refreshment Bars	5
2	Supermarket	1
3	Taverns	1
4	Bottle Shop	1
5	Nightclub	1
	TOTAL	9

11. REVENUE 2012**(i) Revenue from emptying septic tanks/gully emptier services**

❖ Within the City/Outside City – **\$32,518.95**

(ii) Revenue from Public Convenience

❖ Suva Municipal Market/ Ratu Sukuna Park – **\$50,658.17**

(iii) Comparison of Revenue during the Period 2010 – 2012

REVENUE SOURCE	2010 (\$) (Vat Exc)	2011 (\$) (Vat Exc)	2012 (\$) (Vat Exc)
Gully Emptier Services	12,870.76	8,668.05	32,518.95
• Within & Outside of City			
Public Convenience			
• Suva Market	33,341.12	36,015.53	35,178.26
• Ratu Sukuna Park	9,453.65	9,697.60	15,479.91
Total	\$55,665.53	\$54,381.18	\$83,177.12

12. HEALTH EDUCATION UNIT: 2012**Public Awareness Programs****a) Media Awareness Activities:**

MONTH	TOPIC PROMOTED	MEDIA OUTLET
June	Anti-Litter awareness in the CBD area	Megaphone, Fiji Times, Fiji Sun & 3 language through the CFL Stations
September	Anti-Litter awareness at Avon place & Olga Place	Megaphone

b) Special Consultation and Meetings:

MONTH	TARGETED GROUP	DISCUSSION
Jan	Muslim League Estate Settlements	Litter awareness program- depositing of litter on road side
Feb	Community Outreach Program in the Suva City Area	SCC tasked by the Prime Minister's office
	PRB Estate –Charles St	Litter awareness program
	Cunningham Area	Litter awareness program
	Charles & Macfarlane Residents	Health related matters
August	Mead Road PRB Community known as TOPLINE Community Watch Council	Litter awareness & Health Matters

c) Community Clean Up Campaign By Volunteer Groups:

MONTH	NAME OF GROUP	ACTIVITY	AREA COVERED
Jan	Fiji Prison & Correction Services	Clean up	QE Drive foreshore from FNU Maritime Studies to Vuya Road
	AMMA Fiji	Clean up	QE Drive from Bowling Club to Turners Bridge
Feb	PRB Charles St Communities	Clean up	PRB Charles community
	Students & Parents of Muslim Schools	Clean up	Around School Compound
	Raiwaqa Ambassador SDA Church Youth Groups	Clean Up	Grantham Road – Rawaiqa Market to Kauvesi Park
March	SCC Environment Supporters & 20 Volunteers	Clean up	Nabukalou Creek
May	Ministry of Defense	Clean up	QE Drive
	Office of his Excellency the President's office staff & families	Clean up	Pony Club to Government House

	Team Carpenters lubricant	Clean up	Nasese foreshore
	Raiwaqa SDA Youth	Clean up	Along Grantham Road
June	50 Fiji Naval Officers	Clean up	QE Drive foreshores from Laucala Bay Road to Vuya Road
	SDA Youth Groups (Raiwaqa)	Clean up	Muanikau Park Picnic spot
July	200 carpenters Fiji Limited	Clean up	Muanikau Park to Suva Point picnic spot
	Yat Sen Schools	Clean up	QE Drive foreshore
	BSP IT Department (divided into 6 groups)	Clean up	Suva Bus Station, Municipal Market, Ratu Sukuna Park, Civic & foreshore Car park, Albert Park & Thurston Garden
	Fiji Prison & Correctional Services – National Head Quarters & inmates	Clean up	QE Drive foreshore from Umaria Park to Vuya Rd
August	Lands Department	Clean up	Along Nasese Foreshore
September	Nanuku Community Settlement	Clean up	Nanuku Settlement Community
December	Niranjans Motors Team	Clean up	QE Drive Foreshore
	Suva Correction Officers & inmates	Clean up	Assist cleaning up the Suva City after Cyclone Evan

d) Training Conducted Or Facilitated By Health Education Unit

The Health Educator carried out or facilitated the following training or workshop.

MONTH	TRAINING PROGRAM	PARTICIPANTS
March	Train potential Litter Prevention Officer	(25) Lami Town Council, Nasinu Town Council, Nausori Town Council & Suva City Council
May	Environmental Health Issues in the City	22 women's from 10 informal settlements
	Backyard compost processing	Property Department –Pacific Islands Forum Secretariat
June	Presentation by JICA Volunteer	Council & JICA Officials
September	National Convention on Quality 2012 – “Converting Organic Waste to your own Benefits”	SCC

e) Promoting Healthy Cities Initiative

MONTH	ACTIVITIES
January	Suva City “Walk for Health “ organized by Ministry of Health & Westpac
February	Healthy City Symposium finally Health at New Town Hall
March	Healthy Cities Declaration Day

f) Waste Cloth Recycling Project

Suva City Council JOCV Ms. Ikuko Harata has experimentally ventured recycling discarded pieces and cutting cloth to produce “shopping eco-bags” out of the waste materials.

g) Composting

The Health Education Unit with JICA Volunteer conducted different methods of composting to obtain the fastest time to produce compost and the best compost material readily available in Suva.

MONTH	TOTAL KG RECEIVED	TOTAL MONEY RECEIVED (\$)
January	85 kg	\$132.50
February	61 kg	\$152.50
March	655 kg	\$327.50
April	265 kg	\$ 132.00
June	570 kg	\$ 285.00
August	600 kg	\$ 300.00
September	1,064 kg	\$ 531.90
October	431.31 kg	\$ 125.75
December	240kg	\$ 120.00
Total	3971.31 kg	\$ 2,107.15

h) Workshops, Training, Seminars & Meeting Attended

MONTH	ORGANIZERS	TOPICS
June	FNU –National Training & Productivity Centre	Process Managements Training
	Fiji Red Cross Society	HIV & AIDS In The Workplace Workshop
August	FICAC Workshop	Corruption, Prevention & Risk Managements
	World Health Organization	“Urban Hearts Equity Assessment And Response Tools”
September	World Health Organization & Ministry of Health	Obesity Prevention Workshop

13. GARBAGE FEES

New garbage fees collected for the year as follows:

Fees Received:

- From garbage fees Code 60060: \$52.17 VEP
 - From garbage fees Code 60061 : \$31,5179.25 VEP
 - Under ratepayer assessment: \$229,202.40 VEP
- TOTAL GARBAGE FEES: \$544,433.82**

A total of 10,556 premises and 21 out of the 23 informal settlements have been visited for the garbage fees survey for the year.

FINANCE DEPARTMENT

The primary roles and responsibilities of Finance Department are to assist Council in achieving its goals and objectives through the following:

Rates Section

- Collection of all City Rates including Rates arrears
- Maintaining rates payers database

Business License Section

- Billing and collection of business license
- Processing and maintaining business license database.

Parking Meter & Towing Section

- Ensures free flow of traffic within the Central Business District (CBD) area.
- Issues Land Transport Authority (LTA) infringement notices
- Billing and collections of monthly car park spaces in Suva areas

Revenue Section

- Billing and collection of other revenue streams.
- Responsible for managing Council's bank accounts.

Treasury Section

- Provide timely, accurate and accessible financial information to management, and policy makers in making sound financial and business decisions.
- Provide financial information and decision support services regarding capital investments for its physical infrastructure such as roads, buildings, and plant and machinery.
- Provide financial information to support financial decisions regarding development initiatives that will assist Council in creating an environment that generates and maximizes economic development opportunities.

Expenditure Section

- Reconciliations and payment of creditors accounts
- Reconciliations of Councils loan repayments

Information Technology Section

- Provide reliable Information Technology infrastructure through proper support and management of all hardware and software requirements.
- Ensure business continuity through daily database backups.
- Responsible for developing and updating of the Council web sites.

1. Staffing

Finance Department has approximately 41 staff, out of which, 16 are with Parking Meter and Towing Section.

2. Rates Collection Strategy

Rates Taskforce concentrated fully on rates collection and arrears recovery strategy through – regular follow ups, door-to-door inspections, publicizing defaulting ratepayers' names in the newspapers, legal actions, placing charges, Data Bureau Services engaged for recoveries, and quarterly ward meetings with ratepayers.

3. Rates Collected VEP

• Current Rates	\$14,446,722.39 (VIP)
• Arrears of Rates	\$ 3,468,642.80 (VIP)
Total	\$17,915,365.19 (VIP)

High lights 2012

- In the Ordinary meeting held on 23rd February 2012, it has been agreed that the position of Revenue Accountant to be abolished and that moving forward all supervisors to report to Assistant Financial Controller except for the Cashier.
- In the Ordinary meeting held on 15/08/12, VT Solution was awarded the tender for Server Information and Communication Technology Infrastructure Upgrade and supply of end user Information and Communication Equipment for Laptops and Desktops
- The Special Administrator nominated the Acting Chief Executive Officer/Director Health Services to attend an Executive Seminar on Cities and Climate Change that was held in Singapore from 26th to 28th September 2012.

- The Special Administrator was appointed by the Ministry of Foreign Affairs to attend the Fifth Friendship Forum in Changchun, Capital City of Jilin Province from 5th to 11th September 2012, and, after the Forum, attend the 3rd China International Friendship Cities Conference in Chengdu, Capital City of Sichuan Province from 11th to 16th September, 2012.

4. General

The Financial Statements for the Year Ended 31 December 2012 together with explanatory notes are included as Appendices to this report.

F. APPRECIATION

In conclusion, Suva City Council expresses its thanks and appreciations to all its employees at all levels for their contribution in 2012, and also appreciation of the support and assistance rendered to Council by our stakeholders and partners especially the Ministry of Local Government, Urban Development, Housing and Environment, Ministry of Works, Ministry of Health, Government Departments, the Police Department, Land Transport Authority, National Roads Safety Council, Fiji Electricity Authority, Telecom Fiji Limited, National Fire Authority, Suva Retailers' Association, Suva Chamber of Commerce and NGOs.

DRAFT FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER, 2012

OFFICE OF THE AUDITOR GENERAL

Excellence in Public Sector Auditing



6-8TH Floor, Ratu Sukuna House
2-10 McArthur St
P. O. Box 2214, Government Buildings
Suva, Fiji

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



File: 1378

2 December 2019

Mr Isikeli Tikoduadua
The Chairman for the Special Board of Administrators
Suva City Council
SUVA

Dear Mr Tikoduadua

AUDITED FINANCIAL STATEMENTS - SUVA CITY COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2012

Audited financial statements for Suva City Council for the year ended 31 December 2012 together with my audit report on them are enclosed.

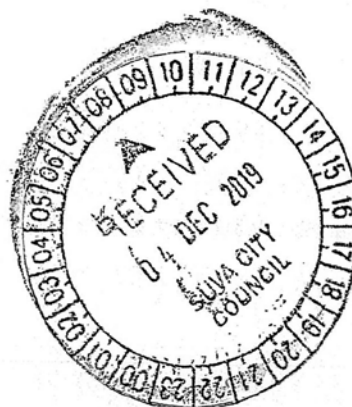
Particulars of errors and omissions arising from the audit have been forwarded to Management for necessary action.

Yours sincerely

Ajay Nanda
AUDITOR GENERAL

cc The Acting Chief Executive Officer

Encl.



SUVA CITY COUNCIL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2012

Contents

Table of contents	1
Council report.....	2 - 3
Statement by Council.....	4
Audit Report.....	5
Statement of Profit or Loss and Other Comprehensive Income.....	6
Statement of Movement in Funds.....	7 - 8
Statement of Financial Position.....	9
Statement of Cash Flows.....	10
Notes to the Financial Statements.....	11-29
Detailed Income Statement	30-34

**SUVA CITY COUNCIL
COUNCIL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2012**

COUNCIL REPORT

The Council herewith submit the statement of financial position of Suva City Council as at 31 December 2012, the related statement of profit or loss and other comprehensive income, the statement of movements in funds and the statement of cash flows for the year then ended and report as follows:

Council Members

On 31st January 2009, the Ministry of Local Government, Housing and Environment dissolved the Council.

Thereafter a Special Administrator was appointed to manage the affairs of the Council.

Mr. Chandra Kant Umaria was appointed as Special Administrator in April 2010.

Mr Chandra Kant Umaria left the Council on 14/1/19 and thereafter Mr Bijay Chand was appointed as Acting Special Administrator.

A team of special administrators was thereafter appointed by the Ministry of Local Government from 28th August 2019

headed by Mr Isikeli Tikoduadua as Head (Chairperson) of the Council, Mr Vilash Chand, Ms Janice Nand, Mrs Kerry Mara and Mr Vimal Kumar

Key Management Staff

The names of management staff in office in 2019 were:

Acting Chief Executive Officer	Mr. Chandu K Umaria (from 16/03/2011 till 30/04/2012) Mr Bijay Chand(from 1/5/12 – 31/7/19). Mr Azam Khan from 1 st October 2019 to date.
Director Health Services and Acting CEO	Mr. Bijay Chand
Acting Director Health Services	Mr Naresh Narayan (from 1/03/16 till date)
Director Administration & Operations	Mrs. Kaliti Mate appointed as Acting (till 19/08/2012) Mr. Asaeli Tokalau appointed as Director (from 20/08/12 till date)
Acting Director Finance	Mr. Jeremy Chang (till 1/04/11) Mr. Amit Kumar (from 02/04/11 – 14/07/11) Mrs. Swastika Rattan (from 15/07/11 till 21/01/13)
Director Finance	Mr. Shalendra Kumar (from 22/01/13 till 1/09/14) Mr. Kavin Rathod (from 22/12/14 till date)
Director Engineering Services	Mr. Ravindra Pillay (till 24/10/11) Mr. Vulisere Tukana appointed as Acting (from 25/10/11 till 7/01/13) and Director from 8/01/13 till 8/11/18
	Mr Surend Prasad was Acting Director Engineering Services from 9/11/18 till to date

Principal Activities

The principal activities of the Council under the Local Government Act are to provide for the health, welfare and convenience of the inhabitants of the Suva City Municipality and to preserve the amenities or credit thereof.

There were no significant changes in the nature of these activities during the financial year.

Results

The operating surplus for the Council for year ended 31 December was:-

	<u>2012</u>	<u>2011</u>
Operating surplus	4,763,477	8,843,146

Bad and doubtful debts

Prior to the completion of the Council's financial statements, the Council took reasonable steps to ascertain that action had been taken in relation to writing off of bad debts and the making of allowance for doubtful debts. In the opinion of the Council, adequate allowance has been made for doubtful debts.

As at the date of this report, the Council is not aware of any circumstances, which would render the amount written off for bad debts, or the allowance for doubtful debts in the Council, inadequate to any substantial extent.

Current and Non-Current Assets

Prior to the completion of the financial statements of the Council, the Council took reasonable steps to ascertain whether any current and non current assets were unlikely to realise in the ordinary course of business their values as shown in the accounting records of the Council. Where necessary these assets have been written down or adequate allowance has been made to bring the values of such assets to an amount that they might be expected to realise.

As at the date of this report, the Council is not aware of any circumstances which would render the values attributed to current and non current assets in the Council's financial statements misleading.

SUVA CITY COUNCIL
COUNCIL REPORT (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

Basis of Accounting

The Council believes the basis of the preparation of the financial statements is appropriate and the Council will be able to continue in operation for at least twelve months from the date of this statement. Accordingly, the Council believes the classification and carrying amounts of assets and liabilities as stated in these financial statements to be appropriate.

Unusual Transactions

In the opinion of the Council, the results of the operations of the Council during the financial year were not substantially affected by any item, transaction or event of a material unusual nature, nor has there arisen between the end of the financial year and the date of this report any item, transaction or event of a material unusual nature, likely, in the opinion of the Council, to affect substantially the results of the operations of the Council in the current financial year.

Events Subsequent to Balance Date

No other matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Council, the results of those operations, or the state of affairs of the Council in future financial years.

Other Circumstances

As at the date of this report, the Council is not aware of any circumstances that have arisen, not otherwise dealt with in this report or the Council's financial statements, which would make adherence to the existing method of valuation of assets or liabilities of the Council misleading or inappropriate.

For and on behalf of the Council.

Dated this 22nd day of November 2019.



Acting Chief Executive Officer

SUVA CITY COUNCIL
STATEMENT BY COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2012

In accordance with a resolution of the Council, we state that:

- (a) the accompanying Statement of profit or loss and other comprehensive income of the Council is drawn up so as to give a true and fair view of the results of the Council for the year ended 31 December 2012;
- (b) the accompanying statement of movement in funds is drawn up so as to give a true and fair view of the movement in the Council's funds for the year ended 31 December 2012;
- (c) the accompanying statement of financial position of the Council is drawn up so as to give a true and fair view of the state of affairs of the Council as at 31 December 2012;
- (d) the accompanying statement of cash flows of the Council is drawn up so as to give a true and fair view of the cash flows of the Council for the year ended 31 December 2012;
- (e) at the date of this statement, there are reasonable grounds to believe the Council will be able to pay its debts as and when they fall due; and
- (f) all related party transactions have been adequately recorded in the books of the Council.

For and on behalf of the Council.

Dated this 22nd day of November 2019.



Acting Chief Executive Officer

OFFICE OF THE AUDITOR GENERAL

Excellence in Public Sector Auditing



6-8TH Floor, Ratu Sukuna House
2-10 McArthur St
P. O. Box 2214, Government Buildings
Suva, Fiji

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



INDEPENDENT AUDITOR'S REPORT

Report on the Audit of the Financial Statements of Suva City Council

Qualified Opinion

I have audited the financial statements of Suva City Council, which comprise the Statement of Financial Position as at 31 December 2012, the Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the effects of the matters described in the basis of Qualified Opinion paragraphs, the accompanying financial statements give a true and fair view of the financial position of Suva City Council as at 31 December 2012, and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards.

Basis for Qualified Opinion

1. The Council was unable to provide appropriate supporting documents to verify market revenue amounting to \$1,839,131 recorded as fees, charges and rent. Consequently, I was not able to ascertain that all revenue and assets relating to market revenue general ledger account had been accurately accounted for and disclosed in the financial statements for the year ended 31 December 2012.
2. As at 31 December 2012, VAT receivable of \$454,328 had not been reconciled by the Council. In addition, taxable supplies as per the VAT returns for the year had not been reconciled to the revenue balances recorded in the general ledger. Consequently, I was not able to ascertain that all assets and liabilities relating to Value Added Tax have been accurately accounted for and disclosed in the financial statements for the year ended 31 December 2012.
3. Independent verification of inventory count procedures for the year ended 31 December 2012 was not performed. Therefore, I was not able to ascertain existence of inventory recorded in the financial statements amounting to \$299,205. As a result, I was not able to verify that all expenses and assets relating to inventory account had been accurately accounted for and disclosed in the financial statements for the year ended 31 December 2012.

I conducted my audit in accordance with International Standards on Auditing (ISA). My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Council in accordance with the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants (IESBA Code)* together with the ethical requirements that are relevant to my audit of the financial statements in Fiji and I have fulfilled other ethical responsibilities in accordance with these requirements and the IESBA Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other Matter

The Council did not provide a risk management policy framework for audit review.

Responsibilities of the Management for the Financial Statements,

The Management is responsible for the preparation and fair presentation of these financial statements in accordance with IFRS for SMEs and the Local Government Act (CAP 125) and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the management intend to cease operations, or have no realistic alternative but to do so.

The Management are responsible for overseeing the Council's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISA will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with ISA, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the management's use of going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists

related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures, are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of the Local Government Act (Cap 125), in my opinion:

- a) proper books of account have been kept by the Council, so far as it appears from my examination of those books,
- b) the accompanying financial statements:
 - a. are in agreement with the books of account; and
 - b. to the best of my information and according to the explanations given to me, give the information required by the Local Government Act (Cap 125), in the manner so required.



Ajay Nand
AUDITOR-GENERAL



Suva, Fiji
2 December 2019

SUVA CITY COUNCIL
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2012

	Notes	2012 \$	2011 \$
Income			
Rates Revenue	6	17,756,208	15,409,809
Business license fees		1,608,117	894,482
Fees, charges and rent	7	5,930,480	6,063,415
Amortisation of capital grant		19,167	48,867
Other Income	8	565,446	6,538,891
		<u>25,879,418</u>	<u>28,955,464</u>
Expenses			
Administrative and operating costs	9	(3,821,101)	(4,178,836)
Other expenses	10	(10,203,723)	(10,290,587)
Rate payer services	11	(2,173,548)	(2,105,014)
Street light operating costs		(725,656)	(820,622)
User maintenance costs	12	(3,756,582)	(2,493,422)
		<u>(20,680,611)</u>	<u>(19,878,480)</u>
Finance income		202,766	379,050
Finance cost		(638,096)	(612,887)
Operating surplus for the year		<u>4,763,477</u>	<u>8,843,146</u>
Other comprehensive income		-	-
Total comprehensive income for the year		<u>4,763,477</u>	<u>8,843,146</u>

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes.

SUVA CITY COUNCIL
STATEMENT OF MOVEMENT IN FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2012

COUNCIL MUNICIPAL FUNDS

	General Rate Fund	Loan Rate Fund	Street Light Fund	Total Council Municipal Funds
	\$	\$	\$	\$
Balance as at 1 January 2011	(14,014,976)	53,042,294	4,783,334	43,810,652
Surplus for the year	1,570,854	6,038,702	1,233,591	8,843,146
Balance as at 31 December 2011	(12,444,122)	59,080,996	6,016,925	52,653,798
(Deficit)/surplus for the year	(4,606,393)	7,563,006	1,806,864	4,763,478
Less disposal of FRA assets	(19,710,491)	-	-	(19,710,491)
Balance as at 31 December 2012	(36,761,006)	66,644,002	7,823,789	37,706,785

The above statement of movement of Funds should be read in conjunction with the accompanying notes.

SUVA CITY COUNCIL
STATEMENT OF MOVEMENT IN FUNDS - (Cont'd)
FOR THE YEAR ENDED 31 DECEMBER 2012

COUNCIL TRUST FUNDS

	Parking Meter Fund	Car Park Fund	Tugi Fund	Lami Rehabilitatio n Fund	Total Trust Funds
	\$	\$	\$	\$	\$
Balance as at 1 January 2011	2,861,252	581,153	63,603	6,409	3,512,417
Surplus for the year (Note 13)	532,199	-	-	(6,409)	525,790
Balance as at 31 December 2011	3,393,452	581,153	63,603	-	4,038,208
Surplus for the year (Note 13)	106,072	-	-	-	106,072
Balance as at 31 December 2012	3,499,524	581,153	63,603	-	4,144,280

The above statement of movement of Funds should be read in conjunction with the accompanying notes.

SUVA CITY COUNCIL
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2012

	Notes	2012 \$	2011 \$
ASSETS			
Current assets			
Cash and cash equivalents	14	11,706,942	8,244,336
Held-to-maturity investments	15	977,320	939,588
Inventories	16	299,205	440,644
Trade and other receivables	17	13,894,409	13,409,976
Loan receivable	25	41,750	40,534
Total current assets		26,919,626	23,075,077
Non-current assets			
Property, plant and equipment	22	11,296,556	29,604,369
Investment properties	23	13,014,982	13,255,131
Intangible assets	24	26,425	33,643
Loan receivable	25	5,233,250	5,275,000
Total non-current assets		29,571,213	48,168,143
TOTAL ASSETS		56,490,839	71,243,220
FUNDS AND LIABILITIES			
Council Municipal Funds			
Accumulated surplus	Page 6	37,706,785	52,653,798
Council Trust Funds			
Parking meter fund	Page 7	3,499,524	3,393,452
Car park fund	Page 7	581,153	581,153
Tugi fund	Page 7	63,603	63,603
Lami dump rehabilitation	Page 7	-	-
Total funds		41,851,065	56,692,006
Current liabilities			
Trade and other payables	18	5,936,941	5,779,608
Provisions	19	22,036	22,036
Interest bearing borrowings	21	996,846	858,250
Total current liabilities		6,955,823	6,659,895
Non-current liabilities			
Employee benefits	20	1,012,518	251,748
Interest bearing borrowings	21	6,540,554	7,489,524
Capital grant in aid	26	130,879	150,047
Total non-current liabilities		7,683,951	7,891,319
TOTAL EQUITY AND LIABILITIES		56,490,839	71,243,220

For and on behalf of the Council.



Acting Chief Executive Officer

The above statement of financial position should be read in conjunction with the accompanying notes.

SUVA CITY COUNCIL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2012

	Notes	2012 \$	2011 \$
COUNCIL MUNICIPAL FUNDS			
Cash flows from operating activities			
Receipts from customers		24,514,312	22,861,008
Payment to suppliers and employees		(17,359,012)	(17,265,578)
Cash generated from operating activities		7,155,300	5,395,430
Interest paid		(638,096)	(612,887)
Interest received		5,568	152,884
Net cash inflows from operating activities		6,522,771	4,935,428
Cash flows from investing activities			
Payments for property, plant and equipment		(2,555,864)	(857,726)
Payment of investment property		-	(2,194)
Receipts from borrowings		200,000	200,000
Net cash outflow from investing activities		(2,355,864)	(659,920)
Cash flows from financing activities			
Proceeds from borrowings		-	3,567,716
Repayment of borrowings		(810,375)	(1,553,584)
Net cash flows (used in)/ from financing activities		(810,375)	2,014,132
Net increase in cash and cash equivalents from Council municipal funds		3,356,533	6,289,640
TRUST FUNDS			
Cash flows from operating activities			
Receipts			
Parking meter collection		618,487	489,299
Payments			
Payments to employees and suppliers - parking meter		(512,414)	(476,979)
Net increase in cash and cash equivalents from Council Trust Fund		106,073	12,320
Total net increase in cash and cash equivalents		3,462,606	6,301,960
Cash and cash equivalents at the beginning of the financial year		8,244,336	1,942,376
Cash and cash equivalents at the end of the financial year	14	11,706,942	8,244,336

The above statement of cash flows should be read in conjunction with the accompanying notes.

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2012

1. REPORTING ENTITY

The Council was incorporated in Fiji under the Local Government Act, 1972. The Council was established under the Local Government Act to provide for the health, welfare and convenience of the inhabitants of the Suva City Municipality and to preserve the amenities or credit thereof.

The registered office of the Council is at Civic Administration Building, 196 Victoria Parade, Suva, Fiji.

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of these financial statements.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds have been eliminated.

Trust Funds

The Suva City Council has received parking monies in compliance with the Traffic Act and contributions from developers under the Town Planning Act. As the Council performs a custodial role, these funds are excluded from Council Funds and included as Trust Funds.

2. BASIS OF ACCOUNTING

Statement of compliance

The financial statements of Suva City Council have been prepared in accordance with International Financial Reporting Standards ("IFRS") as adopted by the International Accounting Standards Board ("IASB"), and the Local Government Act. The financial statements of Suva City Council ("the Council") for the year ended 31 December 2012 were authorised for issue by the Special Administrator on _____.

Standards, amendments, interpretations issued but not yet effective however have been early adopted by the Council

The following standards, amendments and interpretations to existing standards have been published and are mandatory for accounting periods beginning on or after 1 January 2010 or later periods. These have been not been early adopted by the Council and the effect of adoption of these standards and interpretations on the Council's financial statements has not been assessed.

- IAS 19- Employee benefits (effective 1 January 2013)
- IFRS 9 Amendment – Financial Instruments: Classification and measurement (effective 1 January 2013)
- IFRS 13 Fair value measurement (effective 1 January 2013)
- Amendments to IAS 1- Presentation of Financial Statements (effective 1 January 2012)

Standards, amendments, interpretations issued but not yet effective and have not been early adopted by the Council

The following standards, amendments and interpretations to existing standards have been published and are mandatory for accounting periods beginning on or after 1 January 2018 or later periods, but the Council has not early adopted them. The effect of adoption of these standards and interpretations on the Council's financial statements has not been assessed.

- IFRS 9 Financial Instruments (effective 1 January 2018)
- IFRS 15 Revenue from contracts with customers (effective 1 January 2018)
- IFRS 16 Leases (effective 1 January 2019)

3. FUNCTIONAL AND PRESENTATION CURRENCY

The financial statements are presented in Fijian dollars, which is the Council's functional currency. All amounts have been rounded to the nearest dollar, unless otherwise stated.

4. USE OF JUDGEMENTS AND ESTIMATES

In preparing of the financial statements, management has made judgments, estimates and assumptions that affect the application of the Council's accounting policies and reported amounts of income, expenses, assets and liabilities. Actual results may differ from these estimates.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgments. Estimates and underlying assumptions are reviewed on an on-going basis. Revisions to estimates are recognised prospectively.

Assumptions and estimation uncertainty

Information about assumptions and estimation uncertainty that have a significant risk of resulting in a material adjustment to the carrying amount of asset or liability within the next financial year are set out below:

4. USE OF JUDGEMENTS AND ESTIMATES - CONT'D

Assumptions and estimation uncertainty - *continued*

(i) *Impairment of non - financial assets*

An impairment exists when the carrying value of an asset or cash generating unit exceeds its recoverable amount, which is the higher of its fair value less costs to sell and value in use. The fair value less costs to sell calculation is based on the available data from binding sales transactions in an arm's length transaction of similar assets or observable market prices less incremental costs for disposing the asset. The value in use calculation is based on a discounted cash flow model. The Council assesses whether there are any indicators of impairment for all non-financial assets at each reporting date. Non-financial assets are tested for impairment when there are indicators that the carrying amounts may not be recoverable.

(ii) *Impairment losses on rates and fees receivable*

The Council reviewed its rates and fee receivables at each reporting date to assess whether an allowance for impairment should be recorded in the profit or loss. In particular, judgment by council is required in the estimation of the amount and timing of future cash flows when determining the level of allowance required. Such estimates are based on assumptions about a number of factors and actual results may differ, resulting in future changes to the allowance.

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

a) **Cash and cash equivalents**

For the purpose of statement of cash flow, cash and cash equivalents comprise of cash on hand and cash in banks.

b) **Inventories**

Inventories comprises of maintenance materials, concrete products, steel, iron, mechanical spares, uniforms, stationery and miscellaneous items. The Council holds inventories for consumption for the purpose of providing works and services. There is no objective of sale for such items. The Council values items at cost, less any impairment for loss of service potential.

c) **Financial Instruments**

The Council classifies non-derivative financial assets into the following categories: held to maturity financial assets and loans and receivables. The Council classifies non-derivative financial liabilities as other financial liabilities.

(i) Non derivative financial assets and financial liabilities - recognition and derecognition

The Council initially recognises loans and receivables issued on the date when they are originated. All other financial assets and liabilities are initially recognized on the trade date when the Council becomes a party to the contractual provisions of the instrument.

The Council derecognises a financial asset when the contractual rights to the cash flows from financial asset expire, or it transfers the rights to receive the contractual cash flows in a transaction in which substantially all of the risks and rewards of ownership of the financial asset are transferred or in which the Council neither transfers nor retains substantially all of the risks and rewards of ownership and it does not retain control of the financial asset.

The Council derecognises a financial liability when the obligation under the liability is discharged or cancelled or expired.

Financial assets and financial liabilities are offset and the net amount presented in the statement of financial position when, and only when, the Council has a legally enforceable right to offset the amounts and intends either to settle them on a net basis or to realize the asset and settle the liability simultaneously.

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

c) Financial Instruments - *continued*

(ii) Non derivative financial assets - measurement

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Receivables are initially recognised as receivables from the commencement of each rating period and are initially measured at fair value plus any directly attributable transaction costs. After initial measurement, loans and receivables are measured at amortised cost using the effective interest method less any allowance for impairment. Gains or losses are recognised in the profit or loss when the receivables are derecognised or impaired, as well as through the amortisation process. Bad debts are written-off during the period in which they are identified.

Held to maturity financial investments

Held-to-maturity financial investments are non-derivative financial assets with fixed or determinable payments and have fixed maturities dates that the Council has the positive intention and ability to hold to maturity. These assets are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, held to maturity investments are carried at amortised cost using the effective interest rate method, less any impairment. Amortised cost is calculated by taking into account any discount or premium on acquisition and fees that are an integral part of the effective interest rate. Amortisation is recorded in profit or loss and the losses arising from impairment of such investment are recognised in profit or loss.

Trade and other payables

Trade and other payables are initially recognized at fair value, less attributable transaction costs. Subsequent to initial recognition, trade and other payables are stated at amortised cost using the effective interest method. Rates received in advance of the rating period are recognised as a liability.

Borrowings

Interest-bearing borrowings are recognised initially at fair value, less attributable transaction costs. Subsequent to initial recognition, interest-bearing borrowings are stated at amortised cost using the effective interest method.

Fair value of financial instruments

The Council measures fair values using the following fair value hierarchy that reflects the significance of the inputs used in making the measurements:
Level 1: fair value is calculated using quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2: fair value is estimated using inputs other than quoted market prices included within Level 1 that are observable for the asset or liability, either directly (as prices) or indirectly (derived from prices).

Level 3: fair value is estimated using inputs for the asset or liability that are not based on observable market data (unobservable inputs).

The Council recognises transfers between levels of the fair value hierarchy at the end of the reporting period during which the change has occurred. Fair value information for financial assets and financial liabilities not measured at fair value is not disclosed if the carrying amount is a reasonable approximation of fair value.

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

d) Impairment of financial assets

Financial assets not classified as at fair value through profit or loss, including an interest in an equity accounted investee, are assessed at each reporting date to determine whether there is objective evidence of impairment.

Objective evidence that financial assets are impaired includes:

- default or delinquency by a debtor;
- restructuring of an amount due to the Council on terms that the Council would not consider otherwise;
- indications that a debtor or issuer will enter bankruptcy;
- adverse changes in the payment status of borrowers or issuers;
- the disappearance of an active market for a security because of financial difficulties; or
- observable data indicating that there is a measurable decrease in the expected cash flows from a group of financial assets.

For an investment in an equity security, objective evidence of impairment includes a significant or prolonged decline in its fair value below its cost. The Council considers a decline of 20% to be significant and a period of nine months to be prolonged.

Financial assets measured at amortised cost

The Council considers evidence of impairment for these assets at both an individual asset and collective level. All individually significant assets are individually assessed for impairment. Those found not to be impaired are then collectively assessed for any impairment that has been incurred but not yet individually identified. Assets that are not individually significant are collectively assessed for impairment. Collective assessment is carried out by grouping together assets with similar risk characteristics.

In assessing collective impairment, the Council uses historical information on the timing of recoveries and the amount of loss incurred, and makes an adjustment if current economic and credit conditions are such that the actual losses are likely to be greater or lesser than suggested by historical trends.

An impairment loss is calculated as the difference between an asset's carrying amount and the present value of the estimated future cash flows discounted at the asset's original effective interest rate. Losses are recognised in the profit or loss and reflected in an allowance account. When the Council considers that there are no realistic prospects of recovery of the asset, the relevant amounts are written off. If the amount of impairment loss subsequently decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, then the previously recognised impairment loss is reversed through profit or loss.

e) Property, plant and equipment

Recognition and measurement

Items of property, plant and equipment are measured at cost, less accumulated depreciation and impairment losses. Costs include expenditure that is directly attributable to the acquisition of the asset. Any gain or loss on disposal of an item of property, plant and equipment is recognized in profit or loss.

If significant parts of an item of property, plant and equipment have different useful lives, then they are accounted for as separate items (major components) of property, plant and equipment.

Any gain or loss on disposal of an item of property, plant and equipment is recognized in profit or loss.

Subsequent expenditure

Subsequent expenditure is capitalized only if it is probable that future economic benefits associated with the expenditure will flow to the Council.

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

e) Property, plant and equipment - *continued*

Depreciation

Depreciation is calculated to write off the cost of items of property, plant and equipment less their estimated residual values using the diminishing value method over their estimated useful lives, and is generally recognised in profit or loss. Depreciation is calculated on a diminishing value basis as follows:

Leasehold land	3% - 10%
Building	1% - 10%
Infrastructure assets	1%
Furniture and fittings	10% - 15%
Vehicles	20%
Plant, equipment and machinery	15% - 20%
Vehicles and equipment- aid granted	10% - 20%
Leased vehicles	20%
Library books	20% - 33%
Computer hardware	20% - 33%

The asset's residual values, depreciation rates and methods of depreciation are reviewed, and adjusted if appropriate, at each financial year end.

Capital work in progress principally relates to costs and expenses incurred for capital works in the nature of property, plant and equipment. Capital work in progress is stated at historical cost and is not depreciated.

f) Intangible assets

Intangible assets acquired separately are measured on initial recognition at cost. Following initial recognition, intangible assets are carried at cost less any accumulated amortisation and any accumulated impairment losses.

The useful lives of intangible assets for the Council are assessed to be finite. Intangible assets with finite lives are amortised over the useful economic life and assessed for impairment whenever there is an indication that the intangible asset may be impaired. The amortisation period and the amortisation method for an intangible asset with a finite useful life is renewed at least at each financial year end. Changes in the expected useful life or expected pattern of consumption in future economic benefits embodied in the asset is accounted by changing the amortisation period or method, as appropriate, and are treated as changes in accounting estimates. The amortisation expense on intangible assets with finite lives is recognised in profit or loss.

Gain or losses arising from the derecognition of an intangible asset are measured as the difference between the net disposal proceeds and the carrying amount of the asset and are recognised in profit or loss when the asset is derecognised.

g) Investment property

Investment property is stated at cost less accumulated depreciation and accumulated impairment losses. Such costs includes the cost of replacing part of the investment property when that cost is incurred, if the recognition criteria is met.

Depreciation is calculated on a diminishing value method as follows:

Building	1.25% - 10%
----------	-------------

Premiums on leasehold land are capitalised and amortised over the term of the lease.

An item of investment property is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is recognised.

The asset's residual values, depreciation rates and methods of depreciation are reviewed, and adjusted if appropriate, at each financial year end.

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

h) Fund Accounting

The Suva City Council has adopted a fund accounting system, as a considerable part of annual revenues comprises of rates for different purposes and special purpose funds as required by the Local Government Act. Accordingly, it is necessary to establish a separate fund to record the amount received, expenditure incurred and the net balance of funds available to be carried forward into the next financial year.

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 trust funds maintained by the Council are:

Parking meter fund

The Council, in compliance with the Traffic Act, has to maintain a separate account for the operation of parking meters in designated areas of roads within the city. The account has been created using Council's funds. This is shown separately for the purposes of maintaining records of balance of Council funds set aside to be utilised in Parking Meter installation projects.

Car park fund

This fund has been created for contributions received from developers under the Town Planning Act. The fund is used to construct and develop car parks. The account has been created using Council's funds. This is shown separately for the purposes of maintaining records of balance of Council funds set aside to be utilised in construction of car parks in Suva city.

Tuqi fund

The Urban Governance Initiative Fund has been created for grants received from United Nations Development Programme (UNDP). The fund is used for road improvement capital projects.

Lami rehabilitation fund

This fund has been created for contributions from the Government. The fund will be used to upgrade the Lami Dump.

i) Provisions

Provisions are recognised when the Council has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

j) Employee benefits

Provisions for employee benefits are recognised when the Council has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Wages and salaries, annual leave and sick leave

Liabilities for wages and salaries expected to be settled within 12 months of the reporting date are accrued up to the reporting date. Liabilities for annual leave are expected to be settled within 12 months of the reporting date and are measured at their nominal values using the remuneration rate expected to apply at the time of settlement.

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

j) Employee benefits - *continued*

Provision for long service leave

Liability for long service leave is recognised, and measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using interest rates on government guaranteed securities with terms to maturity that match, as closely as possible, the estimated future cash outflows.

Defined contribution plans

Contributions to Fiji National Provident Fund are expensed when incurred.

k) Leased assets

The determination of whether an arrangement is, or contains a lease is based on the substance of the arrangement at inception date of whether the fulfillment of the arrangement is dependent on the use of a specific asset or assets or the arrangement conveys a right to use the asset.

Council as a lessee

Finance leases, which transfer to the Council substantially all the risks and benefits incidental to ownership of the leased item, are capitalised at the inception of the lease at the fair value of the leased property or, if lower, at the present value of the minimum lease payments. Lease payments are apportioned between the finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are reflected in the profit or loss.

Capitalised leased assets are depreciated over the shorter of the estimated useful life of the asset and the lease term, if there is no reasonable certainty that the Council will obtain ownership by the end of the lease term.

Operating lease payments are recognised as an expense in the profit or loss on a straight line basis over the lease term, except where another systematic basis is more representative of the time pattern in which economic benefits from the leased asset are consumed.

l) Revenue recognition

The Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the entity and specific criteria have been met for each of the Council's activities as described below. Council bases any estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement. Revenue is shown net of value added tax, returns, rebates and discounts.

Revenue is measured at the fair value of the consideration received or receivable. Revenue is measured on major income categories as follows:

Rates

The rating period and reporting period for the Council coincide. Accordingly, all rates levied for the year are recognised as revenues. Uncollected rates are recognised as receivables after providing for doubtful amounts due and doubtful rates.

Interest on overdue rates

This is charged on a daily compounding basis on overdue rates.

Business licence fees

These are recognised as revenue when businesses initially register, and thereafter, at the beginning of each financial year, until the business continues to operate.

Fees, charges and rent

These are recognised as revenue as the service is provided.

m) Income tax

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

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D

n) Capital grants

Capital grants are recognised in the statement of financial position initially as deferred income where there is reasonable assurance that they will be received and that the Council will comply with the conditions attached to them. Grants that compensate the Council for expenses incurred are recognised as revenue in the profit or loss on a systematic basis in the same period in which the expenses are incurred. Grants that compensate the Council for the cost of an asset are recognised in the profit or loss as revenue on a systematic basis over the useful life of the asset.

o) Finance income and finance costs

Finance income comprises interest income on short - term bank deposits and changes in the fair value of financial assets at fair value through profit or loss. Interest income is recognised as it accrues in profit or loss, using the effective interest method.
Finance costs comprise interest expense on bank charges and changes in the fair value of financial liabilities at fair value through profit or loss.

p) Impairment of non financial assets

The carrying amount of the Council's non-financial assets are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated. An impairment loss is recognised if the carrying amount of an asset or cash generating unit (CGU) exceeds its recoverable amount.

The recoverable amount of an asset or CGU is the greater of its value in use and its fair value less costs to sell. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to asset or CGU. For the purpose of impairment testing, assets are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely independent of the cash inflows of other asset or CGUs.

Impairment losses are recognised in profit or loss. Impairment losses recognised in respect of CGUs are allocated first to reduce the carrying amount of any goodwill allocated to the CGU (group of CGUs), and then to reduce the carrying amount of the other assets in the CGU (group of CGUs) on a pro rata basis.

q) Comparative figures

Where necessary, amounts relating to prior years have been reclassified to facilitate comparison and achieve consistency in disclosure with current year amounts.

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
6. RATES REVENUE		
General	8,394,097	5,174,524
Loan	8,201,102	6,651,589
Street Lights	2,532,520	2,054,212
	<u>17,127,719</u>	<u>13,880,325</u>
Less discount	(1,334,669)	(744,401)
Interest on overdue Rates	<u>1,963,159</u>	<u>2,273,885</u>
	<u>17,756,208</u>	<u>15,409,809</u>
7. FEES, CHARGES & RENT		
Fees Charges - Stalls, Building Permit, carrier stands, garbage disposal and others	3,214,700	3,447,816
Hire charges - Civic Centre and Parks	113,019	120,832
Rental Revenue - Properties, bus station, carpark, minimarkets and others	<u>2,602,761</u>	<u>2,494,767</u>
	<u>5,930,480</u>	<u>6,063,415</u>
8. OTHER INCOME		
Fees - Gully emptier	32,629	8,572
Outside chargeable jobs (net (expense)/income)	2,644	(10,716)
Refund - Training and Productivity Authority of Fiji	44,319	50,012
Reversal of doubtful debts	-	6,253,803
Miscellaneous Income	<u>485,853</u>	<u>237,220</u>
	<u>565,446</u>	<u>6,538,891</u>
9. ADMINISTRATIVE AND OPERATING COSTS		
Auditors Remuneration	15,217	52,738
Bad Debts Written off	1,597,870	1,746,079
Cleaning Materials	185,420	129,198
Doubtful debts expense	24,746	-
FVB Levy	27,561	134,060
Lease Charges	72,730	138,773
Legal Expenses	67,671	104,262
Printing and Stationery	237,879	260,429
Repairs and maintenance	40,806	51,625
Security Charges	239,173	184,153
Utilities Bills	576,932	628,582
Other operating cost	<u>735,098</u>	<u>748,935</u>
	<u>3,821,101</u>	<u>4,178,836</u>
10. OTHER EXPENSES		
Wages and salaries expense	7,788,350	7,796,912
Superannuation	645,103	727,395
Other personnel costs	369,717	402,463
Depreciation expense (property, plant and equipment and investment property)	1,393,334	1,344,492
Amortization expense	<u>7,219</u>	<u>9,325</u>
	<u>10,203,723</u>	<u>10,280,587</u>
No of employees as at year end:	462	532
11. RATE PAYER SERVICES		
Dumping Fees	569,549	696,135
Refuse Collection	509,319	468,477
Cartage Cost - Green Waste	108,360	115,768
Grass Cutting	793,979	771,494
Maintenance of drains	150,070	35,802
Other services	<u>42,272</u>	<u>17,338</u>
	<u>2,173,548</u>	<u>2,105,014</u>

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONTD)
FOR THE YEAR ENDED 31 DECEMBER 2012

	2012	2011
	\$	\$
12. USER MAINTENANCE COSTS		
Vehicle expenses	934,607	697,822
Manufacture premix/asphalt	248,317	289,555
Tools and materials	782,073	277,951
Hire - skip bins	190,426	211,271
Insurance and other liability	398,163	223,776
Repair and maintenance charges	354,864	193,615
Uniform and protective clothings	79,344	75,443
Phone charges	97,138	136,845
Internet charges	48,262	62,672
Computer , parking meter & other licences	27,964	40,825
Other costs	595,424	283,648
	<u>3,756,582</u>	<u>2,493,422</u>
13. SURPLUS FOR TRUST FUNDS		
Surplus for the year has been determined after:		
	\$	\$
Parking meter fund		
<u>Total Revenue</u>	<u>618,487</u>	<u>489,299</u>
<u>Total Expenditure</u>		
Salaries and wages	(213,648)	(187,779)
Management expenses and reversal of doubtful debts	(205,650)	341,929
Legal expenses	(2,913)	-
Repairs and maintenance	(77,668)	(103,651)
Stationery and postage	(12,535)	(7,599)
Total expenditure	<u>(512,414)</u>	<u>42,900</u>
Net surplus for the year	<u>106,073</u>	<u>532,199</u>
Lami Rehabilitation Fund		
Total revenue	-	-
Total expenditure	-	(6,409)
Net deficit for the year	-	(6,409)
14. CASH AND CASH EQUIVALENTS		
	\$	\$
Cash at bank	11,173,485	7,987,823
Cash at bank- Trust funds	529,704	251,783
Cash on hand	3,753	4,730
Total cash at banks and on hand	<u>11,706,942</u>	<u>8,244,336</u>
As the Council performs a custodian role, Cash at bank- Trust Funds are only to be used for development of car parks, parking meter areas and capital projects.		
15. HELD-TO-MATURITY INVESTMENTS		
	\$	\$
Merchant Finance	<u>977,320</u>	<u>939,588</u>

The term deposit with Merchant Finance Limited is for a term of 2 years at an interest rate of 4.25 % per annum and will mature on 4th of June 2014.

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONTD)
FOR THE YEAR ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
16. INVENTORIES		
General stores inventory	233,176	320,658
Stationery Stock	9,300	33,588
Motor Parts	46,086	85,614
Fuel Stock	26,295	28,848
Less: provision for obsolescence	(15,651)	(27,864)
Total Inventories	299,205	440,644
17. TRADE AND OTHER RECEIVABLES		
Rates receivables	18,846,558	18,726,498
Less: provision for doubtful debts	(6,547,312)	(5,879,421)
	12,299,246	10,847,077
Other debtors	2,930,039	4,121,133
Less: provision for doubtful debts	(1,579,338)	(2,162,585)
	1,350,701	1,958,548
Accrued Revenue	108,454	90,041
Prepayments	29,638	425,897
Interest accrued on term deposit and loan	68,748	69,466
Refundable deposit	37,622	18,947
Total Receivables	13,894,409	13,409,976

Trade receivables of the Council comprises of rates receivable and other debtors as disclosed above. Other debtors largely represents business license, tax, minibus, garbage and parking meter receivables.

Parking meter receivable of \$1,263,279 (2011: \$1,556,976) is included in other debtors. The Council accounts for these receivables in accordance with the Traffic Act (Refer to Note 5(h)).

Rate receivables and other receivables are interest bearing and are generally on 30-90 day terms. As at 31 December 2012, trade receivables at a nominal value of \$8,126,650 (2011: \$8,042,006) were fully impaired and provided for.

	\$	\$
18. Trade and other payables		
Trade payables	500,130	263,013
Accruals	1,288,542	898,359
Provision for Value Added Tax	2,291,987	2,291,987
Value Added Tax (receivable)/payable	(454,328)	34,170
Other Payables	809,141	851,104
Sundry deposits	-	-
Tenders	165,139	164,639
Library	6,068	4,398
Performance bond	98,950	98,950
Hall hire	128,649	118,284
Tenancy	104,247	103,847
Building	979,076	931,646
Others	19,341	19,211
	5,936,941	5,779,608

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

		2012	2011
		\$	\$
19. PROVISIONS			
<u>Redundancy</u>			
At 1 January		22,036	300,000
Movement, net		-	(277,964)
At 31 December		22,036	22,036
20. Employee benefit			
At 1 January		251,748	176,003
Movement, net		760,770	75,745
At 31 December		1,012,518	251,748
Disclosed as:			
Current		-	-
Non-current		1,012,518	251,748
Total provisions		1,012,518	251,748
21. INTEREST BEARING BORROWINGS		2012	2011
		\$	\$
Current			
Fiji National Provident Fund		545,852	493,335
Westpac Banking Corporation		450,994	364,915
Total current	(a)	996,846	858,250
Non-current			
Fiji National Provident Fund		2,256,502	2,798,424
Westpac Banking Corporation		4,284,052	4,691,100
Total non-current	(b)	6,540,554	7,489,524
TOTAL		7,537,400	8,347,774

Terms and repayments schedule

	Nominal interest rate	Year of maturity	2012		2011	
			Face value	Carrying amount	Face value	Carrying amount
Fiji National Provident Fund	8.25%	2017	2,802,354	2,802,354	3,291,759	3,291,759
Westpac Banking Corporation	7.49%	2023	1,779,669	1,779,669	1,875,982	1,875,982
Westpac Banking Corporation	7.49%	2020	2,955,378	2,955,378	3,180,033	3,180,033
Closing balance at 31 December			7,537,400	7,537,400	8,347,775	8,347,775

Particulars relating to interest bearing loans and borrowings

- Loans from Fiji National Provident Fund are secured by mortgage debenture over all the fixed assets, securities instruments and computer software, and accounting and other business records of the Council.
- The bank loan from Westpac Banking Corporation is secured by pari passu debenture deeds of \$3,400,000, \$1,300,000 and \$250,000 and \$2,100,000 over all of the Council's assets and undertakings without any preference or priority of existing debentures one over another.

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

22. PROPERTY, PLANT AND EQUIPMENT

	Leasehold Land	Building	Infrastructure Assets	Plant, Equipment & Machinery	Vehicle	Library Books	Aid Granted Assets	Furniture & Fitting	Computer Hardware	Leased Vehicles	Work In Progress	Total
Year ended 31 December 2012												
Opening net book amount	251,576	2,575,560	22,394,172	2,010,904	34,756	33,388	150,046	131,860	463,868	426,504	1,131,734	29,604,368
Additions	-	72,685	1,251	209,292.00	150,470	-	-	2,744	46,980	-	-	2,072,444
Transfers	407,320	236,014	1,308,137	265,946	-	-	-	-	691,677	-	-2,909,085	2,555,666
Transfers to Investment Property	-	-	-	-	-	-	-	-	-	-	-	-1
Disposals/Reversals	-	-51,540	-19,399,122	-259,830	-	-	-	-	-	-	-	0
Depreciation charge	-2,516	-49,418	-111,262	-609,138	-11,945	-8,230	-19,167	-13,770	-242,429	-85,301	-	-19,710,492
Closing net book amount	656,380	2,793,301	4,193,176	1,617,174	173,281	25,158	130,879	120,825	960,096	341,203	295,083	11,296,556
At 31 December 2012												
Cost	669,216	4,952,793	4,766,678	6,936,368	439,450	300,617	1,407,294	523,044	1,742,617	1,709,759	295,083	23,742,919
Accumulated depreciation	-12,836	-2,169,492	-573,502	-5,319,194	-266,169	-275,459	-1,276,415	-402,219	-782,521	-1,368,556	0	-12,446,363
Net book amount	656,380	2,793,301	4,193,176	1,617,174	173,281	25,158	130,879	120,825	960,096	341,203	295,083	11,296,556
Year ended 31 December 2011												
Opening net book amount	254,117	4,313,202	22,371,095	2,390,064	46,013	44,631	172,500	151,247	141,322	533,127	1,484,755	31,902,073
Additions	-	-	-	-	-	-	-	591	294,697	-	562,438	857,726
Transfers	-	97,945	552,503	22,554	-	-	-	-	123,246	2	796,250	-
Transfer to Investment property	-	-1,733,424	-184,691	-	-	-	-	-	-	-	-	-
Disposals/Reversals	-	-	-	-	2,054	-	-	-	-	-	119,209	2,037,324
Depreciation charge	-2,541	-97,353	-344,735	-401,714	-9,203	-11,243	-22,454	-14,456	-91,518	-106,625	-	-1,102,342
Closing net book amount	251,576	2,675,560	22,394,172	2,010,904	34,756	33,388	150,046	131,860	463,868	426,504	1,131,734	29,604,368
At 31 December 2011												
Cost	261,896	4,767,608	27,118,161	7,061,118	288,980	300,617	1,407,294	520,300	1,003,960	1,709,759	1,131,734	45,571,427
Accumulated depreciation	-10,320	-2,192,048	-4,723,989	-5,050,214	-254,224	-267,229	-1,257,248	-388,440	-540,092	-1,283,255	-	-15,967,059
Net book amount	251,576	2,675,560	22,394,172	2,010,904	34,756	33,388	150,046	131,860	463,868	426,504	1,131,734	29,604,368

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

27. RELATED PARTY TRANSACTIONS

Key management personnel

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the Council, directly or indirectly.

During the year, the Special Administrator, Acting Chief Executive Officer, Acting Director Administration and Operation, Acting Director Engineering Services, Acting Director Finance & Director Health Services were identified as key personnel of the Council, with the greatest authority and responsibility for planning, directing and controlling the activities of the Council.

On 31st January 2009, the Ministry of Local Government, Housing and Environment dissolved the Council. Thereafter, a Special Administrator was appointed to manage the affairs of the Council. The first Special Administrator appointed was Mr Vijendra Prakash followed by Mrs Marica Hallacy in the year 2009, followed by Mr Chandra Kant Umara in April 2010 followed by Mr Bijay Chand from January 2019 followed by team of new special administrators appointed in August 2019 headed by Mr Isikeli Tikoduadua as Head (Chairperson) of the Council, Mr Vilash Chand, Ms Janice Nand, Mrs Kerry Mara and Mr Vimal Kumar..

Changes in the Management Staff for 2012:

- Chief Executive Officer, Miss Sera Nicholls was terminated on 16th March 2011. Mr Chandra Kant Umara was acting thereafter in this position.
- Mr Eroni Ratukalou retired in 2010 as Director Administration and Operations. Mrs Kaliti Mate was acting thereafter in this position.
- Mr Ravindra Pillay was terminated on 24th October 2011 as Director Engineering Services. Mr Vulisere Tukana was acting thereafter in this position.
- Mr Apaitia Veigo resigned as Director Finance in 2010. Mr Jeremy Chand, Amit Kumar and Mrs Swastika Rattan were acting thereafter in this position.

	2012	2011
	\$	\$
Salaries and other short term employee benefits	300,586	389,014

Salary of Special Administrator was co shared between Suva City Council and the Ministry of Local Government, Environment and Housing.

28. FINANCIAL RISK MANAGEMENT

The Council has exposure to the following risks arising from financial instruments:

- credit risk
- liquidity risk
- market risk

This note presents information about the Council's exposure to each of the above risks, the Council's objectives, policies and processes for measuring and managing risk, and the Council's management of capital. Further quantitative disclosures are included throughout these financial statements.

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

23. Financial risk management - continued

(i) Risk management framework

Risk management is integral to the whole business of the Council. Financial risk management is carried out by Council's Finance Section under the policies approved by the Council.

(ii) Market risk

Market risk is the risk that changes in market prices such as interest rates will affect the Council's income or the value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return.

Interest rate risk

The Council's exposure to the risk of changes in market interest rates relates primarily to interest-bearing borrowings. The interest rate on these borrowing ranges from 7.49% to 8.25%.

	Carrying amount	
	2012	2011
	\$	\$
<u>Variable rate instruments</u>		
Interest bearing borrowing	7,537,400	8,347,774

Cash flow sensitivity analysis for variable rate instruments

A change of 100 basis points in interest rates at the reporting date would have increased (decreased) equity and the profit or loss by amounts shown below. This analysis assumes that all other variables, remain constant.

	Profit or loss		Equity	
	100bp Increase	100bp Decrease	100bp Increase	100bp Decrease
	\$	\$	\$	\$
31 December 2012				
Interest bearing borrowing	753,740	(753,740)	753,740	(753,740)
31 December 2011				
Interest bearing borrowing	834,777	(834,777)	834,777	(834,777)

(iii) Credit risk

Credit risk is the risk of financial loss to the Council if a customer or counterparty to a financial instrument fails to meet its contractual obligations, and arises principally from the Council's receivables from ratepayers and other debtors.

The Council has no significant concentrations of credit risk. The Council establishes an allowance for impairment that represents its estimate of incurred losses in respect of trade and other receivables. The main component of this allowance is a specific loss component that relates to individually significant exposures.

The carrying amounts of the financial assets represent the maximum credit exposure.

	\$	\$
<u>Financial assets</u>		
Cash and cash equivalents	11,706,942	8,244,336
Held-to-maturity investments	977,320	939,588
Trade and other receivables	13,894,409	13,409,976
	<u>26,578,671</u>	<u>22,593,900</u>
<u>Financial liabilities</u>		
Trade and other payables	5,936,941	5,779,608
Interest bearing borrowings	7,537,400	8,347,775
	<u>13,474,341</u>	<u>14,127,383</u>

Movement in the provision for doubtful debts of trade and other receivables were as follows:

	\$	\$
<u>Rates receivables</u>		
At 1 January	5,879,421	12,269,568
Movement, net	667,691	(6,390,147)
31 December	<u>6,547,312</u>	<u>5,879,421</u>

Other debtors

At 1 January	2,162,585	2,320,558
Movement, net	(583,247)	(157,973)
31 December	<u>1,579,338</u>	<u>2,162,585</u>

	\$	\$
<u>Trade and other receivables</u>		
Past due but not impaired	21,776,597	20,847,631
Individually impaired	8,126,650	8,042,006

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

28. FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES (CONT'D)

(iv) Liquidity risk

Liquidity risk is the risk that the Council will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset. The Council monitors its risk under policies approved by the Council. The Council's approach to managing liquidity is to ensure as far as possible, that it will have sufficient liquidity to meet its liabilities when they are due, under both normal and stressed conditions, without incurring unacceptable losses.

The table below summarises the maturity profile of the Council's financial liabilities at 31 December 2012 based on contractual undiscounted payments.

As at 31 December 2012	< 1 Year	1 to 5 years	> 5 years	Total
	\$	\$	\$	\$
Interest bearing borrowings	996,846	4,958,347	1,582,207	7,537,400
Trade and other payables	5,936,941	-	-	5,936,941
	<u>6,933,787</u>	<u>4,958,347</u>	<u>1,582,207</u>	<u>13,474,341</u>

As at 31 December 2011	1 Year	1 to 5 years	> 5 years	Total
	\$	\$	\$	\$
Interest bearing borrowings	858,250	5,188,390	2,301,135	8,347,775
Trade and other payables	5,779,608	-	-	5,779,608
	<u>6,637,858</u>	<u>5,188,390</u>	<u>2,301,135</u>	<u>14,127,383</u>

(v) Capital Management

The Council's objective is to maintain a strong capital base so as sustain future development of the business. The primary objective of the Council's capital management is to ensure that it maintains a strong credit rating and a healthy capital ratio.

The Council monitors capital using a ratio of 'adjusted equity'. For this purpose, adjusted net debt is defined as total liabilities, comprising interest-bearing borrowings, less cash and cash equivalents. Adjusted equity (Council funds) comprises all components of Council funds.

	2012	2011
	\$	\$
Interest bearing loans and borrowings	7,537,400	8,347,775
Trade and other payables	5,936,941	5,779,608
Less: cash and cash equivalents and short term deposits	(12,684,252)	(9,183,924)
Adjusted net debt	790,079	4,943,459
Total Council Funds	<u>41,851,065</u>	<u>56,692,006</u>

Adjusted net debt to adjusted equity ratio (Gearing ratio)	<u>2%</u>	<u>9%</u>
--	-----------	-----------

(vi) Pricing risk

The Council is also exposed to pricing risk, the risk that the capital value of investments may fluctuate due to changes in market prices. This risk is managed by ensuring that liquidity requirements are adequately sourced from short-term investments not subject to price risk.

(vii) Regulatory risk

The Council's profitability can be significantly impacted by the regulatory agencies. Change in the laws or regulations made by the Government could have material impact to the business activities of the Council.

SUVA CITY COUNCIL
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2012

29. CONTINGENT LIABILITY

Contingent liabilities as at 31 December were as follows:

	2012	2011
	\$	\$
Indemnity guarantees	117,766	117,766
Litigation actions	410,000	580,700
	<u>527,766</u>	<u>698,466</u>

The above litigation actions represent a mixture of civil cases brought by SCC or brought against SCC which as at the date of this report have either been disposed, settled, paid out, on-going or matter is on ruling. The contingent liability amounts disclosed are the best estimate of potential liabilities.

30. Commitments

Capital expenditure commitments primarily relates to various capital investment, programs, and initiatives approved by the Council.

	\$	\$
Capital commitments	<u>3,400,000</u>	<u>3,400,000</u>

Operating lease income

The Council has leased out its building space under non-cancellable operating leases. The leases has varying terms, escalation clauses and renewal rights. On renewal, the term of the lease is renegotiated.

Commitments for minimum lease income in relation to non-cancellable operating leases are receivable as follows:

	\$	\$
Not later than one year	2,163,170	2,092,580
Later than one year but not later than five years	6,513,323	5,040,146
Later than five years	726,056	1,465,298
	<u>9,402,549</u>	<u>8,598,024</u>

Operating Lease expenses

The Council leases various premises under non-cancellable operating leases. These leases have varying terms, escalation clauses and renewal rights. On renewal, the terms of the leases are renegotiated. The Council also leases various native and crown lands from Government of Fiji.

Commitments for minimum lease payment in relation to non-cancellable operating leases are payable as follows:

	\$	\$
Not later than one year	76,352	76,456
Later than one year but not later than five years	267,599	268,073
Later than five years	2,946,444	3,017,727
	<u>3,290,395</u>	<u>3,362,256</u>

31. SUBSEQUENT EVENTS

Apart from those below, there has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the Council, to affect significantly its operations, the results of those operations, or the state of affairs of the Council in future years.

Delegated Road Responsibility

The Fiji Roads Authority Act 2012 gazetted on 5th of January 2012 established the existence of Fiji Roads Authority who are responsible for all matters pertaining to construction, maintenance and development of all roads in Fiji.

Roads means all land and civil infrastructure constructed by the Council including vehicle pavement from curb to curb, roadside verges, drains and curbs, road signs, road marker posts and other marking, traffic islands, bridges and culvert, footpaths and pavements adjacent to a vehicle pavement, street lights & traffic lights, parking meters, jetties and all national road, municipal roads, and such other public roads as may be determined by the Authority.

A Memorandum of Agreement was entered into between Fiji Roads Authority and the Council in January 2014 in respect of Council's contribution which they would make to Fiji Roads Authority and the functions that would be delegated back to each Municipality. In July 2014, the Council paid \$5,455,828 to Fiji Roads Authority being annual contributions towards the cost of managing, maintaining, renewing and developing all roads. Fiji Roads Authority also paid \$2,335,897 to the Council in January 2015 for costs associated with carrying out the delegated responsibilities.

Major capital projects

The major acquisitions and projects carried out by SCC from year 2012 onwards were as follows:

Asset Name	\$ Amount
Garbage Truck	390,000
My Suva picnic park / garden lights/fountain & pond	1,755,227
Civic Tower & Civic House - Air Con	300,543
Civic House - Lift	406,197
Generators - Admin Building	292,506
Market Shelter	367,372
Market & Bus Terminal Redevelopment	1,225,926
Albert Park Redevelopment	1,813,093
Albert Park Redevelopment (from 2014 - 2017)	18,525,155
2 x Garbage Compactor Trucks	487,254
2 x Garbage Compactor trucks 12M3	571,800
	<u>26,135,073</u>

In relation to Albert park project, the Government gave a grant of \$17 million to the Council (\$10 million received in 2015 and \$7million received in 2016) and for the Market shelter project, the government gave a grant of \$450,000 (which was received in 2013).

Major Litigation

Civil Action No: HBC 88 of 2012 – Setavana Saumatua vs SCC

A claim for damages was brought against the Council for breach of contract for unlawful termination of the former City Lawyer, whereby the plaintiff claims for the balance of contract salary and housing allowance as at 8 January, 2012 amounting to \$101,125, and exemplary damages against the Council in the manner of the abrupt, unfair, and wrongful dismissal, and for the slander in the sum of \$100,000. As of date of this report, this case is still awaiting the Court's decision.

SUVA CITY COUNCIL
DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2012

GENERAL RATE FUNDS - OPERATING STATEMENT	2012 \$	2011 \$
Revenue		
Recurrent		
General rates	6,394,097	5,174,524
Less: Rates discount	1,334,669	744,401
	5,059,428	4,430,123
Interest on overdue rates	1,963,159	2,273,885
Interest on loan receivable	158,748	230,113
Fees, charges and rents	5,930,480	6,063,415
Other Income		
Amortisation of capital grant	19,167	48,867
Business and trading licenses	1,608,117	894,482
Gully emptier (net)	32,629	8,572
Outside jobs (net)	2,644	(10,716)
Miscellaneous	574,190	436,168
Other comprehensive income	-	-
Total revenue	15,348,562	14,374,909
LESS: Expenditure		
Administrative and operating costs	9,689,171	9,938,983
Auditor's remuneration	15,217	52,738
Bad debts written off	1,597,870	1,746,079
Councillors expenses	-	-
Consultants fee	63,043	1,458
Depreciation and amortization	1,400,553	1,353,817
Engineering services department	1,872,729	1,064,179
Fiji National Provident Fund	645,103	727,395
Garbage and refuse collection	1,187,228	1,280,379
Grass cutting and drain cleaning	793,979	771,494
Health services department	343,643	284,726
Hibiscus festival/ Suva carnival	9,288	5,175
Insurance	398,163	223,776
Provision for doubtful debts	24,746	(6,253,803)
Roads, footpaths and bridges	165,334	38,143
Road signs, road markings and traffic lights	17,720	9,822
TPAF levy	69,363	110,731
Uniforms and protective clothing	79,344	75,443
User maintenance costs	590,179	662,482
Vehicle and plant running expenses	992,282	731,038
Total expenditure	19,954,955	12,804,055
Operating (deficit)/surplus for the year	(4,606,393)	1,570,854

SUVA CITY COUNCIL
 DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
 FOR THE YEAR ENDED 31 DECEMBER 2012

LOAN RATE FUND - OPERATING STATEMENT	2012	2011
	\$	\$
Revenue		
Loan Rates	8,201,102	6,651,589
Total revenue	<u>8,201,102</u>	<u>6,651,589</u>
LESS: Expenditure		
Interest on long term borrowings	638,096	612,887
Total expenditure	<u>638,096</u>	<u>612,887</u>
Operating surplus for the year	7,563,006	6,038,702

SUVA CITY COUNCIL
 DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
 FOR THE YEAR ENDED 31 DECEMBER 2012

TRUST FUND - STREET LIGHT FUND- OPERATING STATEMENT	2012	2011
	\$	\$
Revenue		
Street light rate	2,532,520	2,054,212
Total revenue	<u>2,532,520</u>	<u>2,054,212</u>
LESS: Expenditure		
Maintenance of street light	154,988	119,771
Power consumption	570,668	700,850
Total expenditure	<u>725,656</u>	<u>820,621</u>
Operating surplus for the year	<u>1,806,864</u>	<u>1,233,591</u>

SUVA CITY COUNCIL
 DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
 FOR THE YEAR ENDED 31 DECEMBER 2012

PARKING METER FUND - OPERATING STATEMENT

	2012	2011
	\$	\$
Revenue		
Parking meter		
-collections	424,598	371,226
- fines and court fees	169,874	102,497
- fleet administration	24,015	15,576
Total revenue	618,487	489,299
LESS: Expenditure		
Salaries and wages	213,648	187,779
Management expenses and reversal of doubtful debts	205,650	(341,929)
Legal expenses	2,913	-
Repairs and maintenance	77,868	103,651
Stationery and postage	12,535	7,599
Total expenditure	512,414	(42,900)
Net surplus for the year	106,073	532,199

SUVA CITY COUNCIL
 DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
 FOR THE YEAR ENDED 31 DECEMBER 2012

TRUST FUND - CAR PARK FUND- OPERATING STATEMENT	2012 \$	2011 \$
Revenue		
Contribution for car parks	-	-
Total revenue	-	-
LESS: Expenditure		
Management expenses	-	-
Total expenditure	-	-
Operating surplus for the year	-	-