



**SUVA CITY COUNCIL**

# **ANNUAL REPORT 2014**



**Parliamentary Paper No: 199 of 2020**



*City of Suva*

# SUVA CITY COUNCIL

## 2014

# ANNUAL REPORT



PARLIAMENT OF FIJI  
PARLIAMENTARY PAPER NO. 199 OF 2020





City of Suva

7<sup>th</sup> 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 31<sup>st</sup> December, 2014

Yours faithfully,

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

Azam Khan  
CHIEF EXECUTIVE OFFICER (acting)





**2014 ANNUAL REPORT**  
**AND FINANCIAL STATEMENT**

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**Welcome to the Suva City Council**

**This Annual Report will tell you how we performed  
during the financial year from January - December 2014**

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## 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 (01/01/14 – 31/12/14)
2. Mr Bijay Chand, Acting Chief Executive Officer (01/01/14 – 31/12/14)
3. Mr Asaeli Tokalau, Director Administration & Operations (20/08/12 – 31/12/14)
4. Mr Vulisere Tukana, Director Engineering Services (08/01/13 – 31/12/14)
5. Mr Salendra Kumar, Director Finance (22/01/13 – 02/09/14)
6. Mr Kavin Rathod, Director Finance 22/12/2014 – 31/12/14)
7. Mr Naresh Narayan, Acting Director Health Services (01/03/13 – 31/12/14)
8. Mr Surend Prasad, Acting City Planner (10/02/2010 – 31/12/14)
9. Mr Zulfikar Sahukhan, City Lawyer (28/06/2010 – 31/12/14)

### **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:-

28/07/14	Visiting Delegation (9) from Shaoxing City, People's Republic of China: Cmangjming Xu, Zhangjuan Xze, Xmgming Shi, HangchanHe, Gang Yan, Baijian Wang, GuoJun Wei, Zhengjsheng Ye, Qiming Zhao
12/08/14	Mr Bernardus J J Groenewold, Fiji Commissioner of Police
25/08/14	Captain of the Chinese Naval Hospital Ship Entourage
16/10/14	Official Delegation from Guangdong Province, People's Republic of China



03/11/14      Port Vila Municipal Council, Vanuatu  
 Mr Cakau Pascalyne  
 Deputy Mayor, Mrs Ceimara Malaui  
 Councillor Catherine Hiro  
 Councillor Maine Keskoa  
 Councillor Rose Peter

#### **D. MEETINGS OF THE COUNCIL**

Meetings of the Council and Standing Committees during the year were held from January 2014 till December 2014 are as follows:-

##### Council Meetings

-	Ordinary Meetings	..	..	..	..	..	..	12
-	Emergency Meetings	..	..	..	..	..	..	7

##### 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	..	..	..	..	..	..	8

#### **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) Mukta Ben Drainage
- (ii) 15 Kaka Street
- (iii) Panapasa Road Drainage
- (iv) Lot 22 Lady Narain Place Drainage
- (v) 2nd Namako Place
- (vi) Pikeu Street Drainage
- (vii) 14 Stock Street Drainage
- (viii) 12 Princess Road Drainage
- (ix) 258 Rewa Street Drainage
- (x) 74 Knolly Street Drainage
- (xi) Kaunitoni Street Drainage
- (xii) Ravoka Road
- (xiii) Holland Street
- (xiv) Crawford Avenue
- (xv) 44 Amy Street
- (xvi) Tabua Street Drainage

- (xvii) Central Street Drainage
- (xviii) Lekutu Drainage
- (xix) 79 Rewa Street Drainage
- (xx) 15 Lovoni Street

## 2. Road, Lanes & Footpath Improvement Works

- (i) Vunivau Lane
- (ii) Cunningham Area Footpath
- (iii) Road Footpath And Drainage
- (iv) ANZ+Post Fiji Kerb Painting
- (v) Thompson Street Kerb Painting
- (vi) Marks Street / Lokia Shopping Centre
- (vii) Stinson Parade Kerb Painting
- (viii) Minor Landscaping- Flagstaff Round About

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

- (i) Public Convenience Upgrading -Curio Handicraft
- (ii) Picnic Park Garden Lights/Fountain And Pond Features
- (iii) St Lukes Park
- (iv) Health Green Waste To Organic
- (v) Thurston Garden Upgrading
- (vi) Market Shelter
- (vii) Internal Refurbishment Of New Town Hall
- (viii) Public Convenience Upgrading -Picnic Park, Tender
- (ix) Parking Meter & Others
- (x) Davui Park - Raiwaqa Rugby Club
- (xi) Water Proofing SCC Admin Building
- (xii) Stinson Parade From Tiko's To Stinson Bridge
- (xiii) SCC Garage Ramp
- (xiv) SCC Administration Water Proofing
- (xv) Suva Bus Station
- (xvi) Suva Bus Station
- (xvii) Market Masters Office
- (xviii) SCC Admin Toilet
- (xix) Thurston Garden Fence Painting
- (xx) Albert Park Painting
- (xxi) SCC Tiling Shower Room For Cleaners
- (xxii) Olympic Pool Fast Food

## 4. Tender – Documentation, Evaluation, Awarding & Supervision

- (i) Raiwaqa Market & Car space
- (ii) Picnic Park Open Space
- (iii) Tender for Suva Market space

- (iv) Supply of Council Fleet – Van & twin cabs
- (v) Supply of Industrial Shredder Machine
- (vi) Takeaway Kiosk OTH & Office Space –NTH
- (vii) Replacement of Translucent Roof Suva Market-New Wing
- (viii) Cleaning Services-Civic House & Civic Tower Buildings
- (ix) Supply of Overalls & Dust Coats
- (x) Supply of Footwear
- (xi) Supply of First Aid Medication
- (xii) Hire & Emptying of Skip bins
- (xiii) Supply of crushed metals & spalls
- (xiv) Supply of tyres new & re-tread
- (xv) Supply of Fuel & Lubricants
- (xvi) Supply of Leather hand gloves
- (xvii) Supply of Cleaning materials
- (xviii) Supply of fine sand, top coarse sand & river gravel
- (xix) Supply of employee self-service software-leave mgmt.

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.

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 :-

Owner/Applicant	Description & Location	Proposal	Decision
Jam Hing Enterprise (Fiji) Ltd	Lot 9 DP 2363 CT12634, Toganivalu Rd, Suva.	Proposed Homestay	Approved
Deepak Chand T/A Emerald	CT 28572, Donu Place	Proposed Homestay	DTCP fee to be paid
Taniela Tikoivulagi	CL 2029 Rewa St	Proposed new DVD and Internet shop	Refused
Umara Holdings Limited	CT 5591, 337 Waimanu Road	Proposed Regularisation of Vodafone Antenna	Forwarded to DTCP
Una Kolutagane T/A Teens Homestay	CT 18894, Salato Road	Proposed Homestay	Approved
Qubit (Fiji) Ltd	CT 7660, Gordon Street	Proposed Private Hotel with Restaurant	Approved
On-Time Upholstery	CL 4994, Millet Road	Proposed Refreshment Bar/ Takeaway	Approved
Larry Thomas (Artist Collection Ltd)	CT 6500, Amy Street	Proposed Art Gallery	Approved
Suva Boys Centre-Social Welfare Department	Lot1, S 1097 Lakeba Street, Suva	Proposed Telecommunication Transmitter Tower Vodafone Antenna	Forwarded to DTCP
Fiji National Provident Fund	CT 6885, Greig Street	Proposed Commercial Development	Outline Approval
Wee Kong Marine	CT 11266, Edinburgh Drive	Proposed Beach-De-Mer processing factory	Forwarded to DTCP
Deo Narayan	CL 17725, Fletcher Road	Proposed rental Car Business	Forwarded to DTCP
Kriz signs Fiji Limited	Lot 1, CT 4098, Victoria Parade, Suva.	Proposed Regularization of LED Video Screen for Advertising	Forwarded to DTCP
Ravendra Sharma	Lot 35, DP 2298, CT 11419, 14 Moti Street, Suva	LPG Service Station	Refused
Director of Lands	Reservoir Site at Laucala Bay Road, Suva.	Proposed Regularization of Telecommunication Transmission Tower Digicel Fiji.	Forwarded to DTCP
Fiji Sports Council	Lot 4, S 1276, CL 4407, Cakobau Road, Suva	Proposed Restaurant	Forwarded to DTCP
Nadroga/ Navosa corporation Limited	Lot 8, DP 2494, CT 10836, 24 Carew Street, Suva.	Proposed Student Hostel/ Boarding House	Approved



Milika Waqanisau	Quarters 249, Barker Place, Muani kau, Off Muani kau Rd, Suva.	Proposed Kindergarten	Approved
Giant Whale Entertainment (Fiji) Limited	Lot 1, DP 8518, CT 35539, Rona Street, Suva.	Propose Grocery Shop	Refused
Giant Whale Entertainment (Fiji) Limited	Lot 1, DP 8518, CT 35539, Rona Street, Suva.	Propose Takeaway	Approved
Giant Whale Entertainment (Fiji) Limited	Section 79, 80 & 83, S 493, Harris Road Off Usher Street, Suva.	Propose Grocery Shop	Approved
Director of Lands	Lot 2, S 1487, CL 7717 Corner of Vonu & Hutson Street, Suva.	Proposed Telecommunication Transmission Tower for Vodafone Fiji Ltd.	Approved
Director of Lands	Lot 27, S 1002 Tubou Street, Samabula, Suva.	Proposed Mobile Station Base for Digicel Fiji	Approved
Ministry of Industry & Trade	CL 3315 Corner of Laucala Bay and Ratu Sukuna Rd	Proposed Billboards	Forwarded to DTCP
Highway Tours & Services (Fiji)	Lot 6, DP 2259, CT11789, 73 Robertson Rd, Suva	Hire Services Base	Forwarded to DTCP
Sisters of Our Lady of Nazareth	Lot 4, DP 5407, CT 28712, 41 Pratt Street, Suva.	Propose Kindergarten	Approved
Carpenters Properties Limited	Lots 1 & 3, DP's 2699, 2943, 3227 and CT's 11079, 80313 & 18862, 204 Rodwell Rd, Suva.	Proposed Showroom for Second Hand Car Sales and Free Standing Signage	Approved
QVS Club	Lot 18 & 20, CT 5716, Brewster Street, Suva.	Proposed Conversion of Existing Basement into Cooperative Stores/Dairy Shop	Approved
Bindra Mati	Lot 1, DP 2357, CT 11510,15 Grantham Rd, Suva.	Proposed House/Student Hostel	Approved
Kinsman Fong & Fei Fong T/A inns Boarding House	Lot 9, DP 3608, CT 13935, 21 Mariko Street, Suva.	Boarding House	Approved
Daily Chinese Mail Limited	Lot 3, DP 7610, CT 29576, Jai Ambamma Street, Vatuwaqa, Suva.	Proposed Mobile Station Base for Digicel Fiji	Approved
Icon Investment Limited	Lot 1, DP 575, CT 5897, 350 Waimanu Rd, Suva.	Proposed New Church and Commercial Development	Approved
Kushal Krishna Naidu	Lot1, L 704517, SO 5491, Waqatabu Rd, Vatuwaqa, Suva.	Proposed Dairy Shop	Approved
Taidan Investment Limited	CT 5070, 99 Gordon Street, Suva.	Proposed Coffee Shop	Approved
Carpenters Properties Limited	Lot 1, CL 10355, SO 1299 & Lot 1, SO 6153, CL 18643 State Foreshores Reclaimed Land, Suva.	Propose Commercial, Residential, Hotel, and Office Development.	Approved
Ever Prosper International Fiji Limited	Lot 1, DP 3458, CT 4050 & Lot 2, DP 2665, CT 1655, 25 Williamson Road	Proposed 37 storey Mix use development	Approved

D.C.Singh Investment Ltd	CT 1158 Corner of Goodenough & Loftus Street, Suva	Proposed Sixteen Storey Commercial Development Building	Approved
Kamuel Krishna Sami	Lot 46, DP 2274, CT 9345, 72 Milverton Rd, Suva	Proposed Regularization of Roof Mounted Antenna for Vodafone Fiji Ltd.	Approved
Vasemaca Tinai Wave	Lot 15, DP 5383, Housing Authority Sub Lease 311667, 11 Munda Lane, Off Ratu Mara Rd	Proposed Dairy Shop	Approved
Sheik Abdul Ismail Holdings Ltd	Lot 2, DP 5836, CT 23407, 68 Suva Street, Suva.	Proposed Office and Dry goods Storage/ Workshop	Approved
Charles Gordon Cornish and Patricia Mary Sachs Cornish	Lot 2, DP 1947, CT 8720, 61 Duncan Rd, Suva.	Relaxation of Town Planning General Provisions for Over Development	Approved
Mangal Singh	Lot 1, DP 2155, CT 9153, Princess Rd, Suva.	Proposed Restaurant	Approved
Moonlight Investment Ltd	Lot 16, DP 8071, CT 31055, Corner of Fairstar Street & Forster Rd, Suva.	Propose Café	Approved
John Fatiaki	Lot3, DP 1074, CT 6503, Corner of Waimanu Rd & Davey Avenue, Suva.	Proposed Medical Clinic	Approved
Then India Sanmarga Ikyu Sangam Fiji	Lot 10, 11, 12 Section 7, CL 824, Belo Street, Samabula.	Proposed Student Domitory	Approved
Lian Di Xin	Lot 7, DP 3608, CT 13939, 17 Mariko Street, Suva.	Proposed Student Hostel	Approved
Fiji Muslim League	Lot 1, DP 2495, CT 11829, Mead Rd, Tamavua.	Proposed Regularization and Conversion of Vocational school Building to Girls Hostel	Approved
Mohammed Rahim	Lot 1, DP 6556, L 337410, Grantham Rd, Suva.	Creation of additional Taxi Base	Approved
Tamavua I Wai Anglican Church	Lot 2, DP 5372, CL 431975, off Lady Narain Rd, Tamavua.	Proposed Church and Residential	Approved
Zhe Xin	Lot 4, S 992, CL 2629, 241 Reservoir Rd	Proposed Multi Unit Residential Apartment	Approved
Xinyuan Tang	Lot 5, DP 2365, CT 12426, 17 Nailuva Rd, Suva	Proposed Day Care and Kindergarten	Approved
Shamir Zaem Sirtaj Ali	Lot 12, DP 2127, CT 8980, 5 Udal Place, Howell Rd	Relaxation of Town Planning Requirements for Over Development	Approved
Songhua Liu	Lot 19, DP 4209, CT 17491, 46 Rakua Street, Suva.	Relaxation of Town Planning Requirements for Over Development	Approved
Micheal Tahir Ali & Farida Nisha Ali	Lot 22, DP 2320, CT 9700, 33 Shalimar Street, Suva	Relaxation of Town Planning Requirements for Over Development	Approved
Willie Kwan Singh	Lot 31, DP 2298, CT 1042, 2 Moti Street, Suva.	Relaxation of Town Planning Requirements for Over Development	Approved
Rakesh Chandra	Lot 27, SO 4295, CL 15971,	Relaxation of Town	Approved

	Corner of Blakelock Street and Akuila Bale Rd	Planning Requirements for Yard Requirement	
Faaizah Investment Ltd	Lot 1, DP 1625, CT 23318, 90- 92 Brown Street, Suva.	Proposed Rental Car Business and Office	Approved

### Subdivision Approvals

Council considered one (1) subdivision application in the year 2014. 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
Feisty Limited	State Foreshore Land at Nasese Suva Off Storck Street.	Residential B	Residential	Under Process

### Amendment to the Approved Town Planning Scheme

Applicant	Description	Zone	Status
Wang Gui	Lot 38, DP 3786, CT 17793, Pathick Crescent, Suva.	Commercial C to Residential B	Approved
Ida Yuen	Lot 8, CL 2604, 26 Laucala Bay Road, Suva.	Residential B To Commercial B	Refused
Fijian Teachers Association	Lot 2, DP 1595, CT 7327, Cnr of Dennison & Macgregor Rd, Suva	Residential B to Commercial D	Refused
Trade Air Limited	Lot 1, L 322552, DP 5256, Mavoa Road, Suva.	Residential D To General Industry	Refused
Charlton Limited	Lot 8, CT 4105, 256 Knolly Street, Suva.	Residential B To Commercial B	Refused
Arvind Datt	Lot 15, S 861, CL 1750, Fletcher Road, Suva.	Residential B To Commercial B	Refused
Triple A Forklift	Lot 31, DP 3859, CT 4991. 357 Waimanu Rd, Suva.	Residential B To Commercial B	Refused
Tien-I-Chi	Lot 1, DP 1332, CL 6760, 47 Rewa Street, Suva.	Residential B To Commercial B	Refused
Sukh Deo Hotel of Fiji Limited	Lot2, DP 2314, CT 9598, 349 Waimanu Rd, Suva.	Residential B To Commercial B	Refused
Yue Lai Hotel	Lots 3 & 4, DP 2944, CT 11738 & 11739, Bau Street, Suva	Special Use 'Restaurant' to Special Use 'Hotel'	Approved
Fugang Zhao and Ying Wu	Lot 3, DP 3835, CT 16250, Macgregor Rd	Residential B to Mixed Use Development	Approved
Rups Investment Limited	Lots 1& 2, SO 6052, CL 18585, Ratu Kadavulevu Rd, Suva.	Residential B to Special Use (Distribution Centre and Civic Open Space.	Approved
Peter Maharaj	Lot 6, DP 2373, CT 9871, 241 Princes Rd, Suva.	Residential A to Residential B	Under process
Fiji National Provident Fund	Lot 2, DP 1386, CT 6885, Greig Street, Suva.	Civic Car Park top Commercial B/ Civic	Approved

		Car Park	
Graphic Equipment Ltd	Lot 1, DP 3178, CT 12567, Rewa Street, Suva.	Residential B to Commercial B	Refused
Total Rental and Hire Services	CT 5524 Huon Street, Suva	Residential B to Commercial B	Approved
Shop and Save Ltd	Lot 57, DP 1657, CT 13132, Yarawa Rd, Suva	Residential B to Civic Car Park	Approved

#### General Items

Owner/Applicant	Description & Location	Issues	Remarks
DTCP	Relaxation of certain Requirements of the Suva Town Planning Scheme general Provisions	Over Development and Yard Relaxation	Application for Relaxation of certain Requirements of the Suva Town Planning Scheme general Provisions are to be reported and final decision to be made by Council.

## **BUILDING SECTION**

### **A. Building Developments:**

A total of 628 building applications was received in 2014 by the Suva City Council with the total estimated value of works of **\$56,696,979.94** compared to a value of **\$69,349,911.36** for the same period last year - **2013**. This denotes a decrease of about 18.24% in value of works from 2014.

In addition, 338 Building Permits in total were issued in 2014 for construction, with an aggregate value of \$58,940,382.76, compared to 401 Building Permits issued with an aggregated value of \$63,020,783.85 in the previous year (2013). Please refer to Table 3 for further reference. It was noted that 10 new commercial development projects was given approval (building permit issued) for works to commence for the year 2014, accounting for a total value of works of \$16,484,880.00.

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 2014 year period.

**TABLE 1**

#### **BUILDING APPLICATION RECEIVED DURING 2014** **VALUE IN EXCESS OF \$100,000.00**

Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
Feb. 2014	Lalesh Sharma	New Residence	Berry Rd	319,200.00	746.24	9/1336
	Pravind Anand	Renovation & Extension	Ritova St.	128,775.00	327.31	9/2225

Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
	Faiaz Ali	Storage	Brown St.	250,681.00	595.50	9/531
	Mamoor Khan	Apartment	Cheng Pl.	366,871.00	851.10	44/2368
	Amena Tuisawau	Renovation & Extension	MacFarlane	100,000.00	264.00	44/1479
	Christina Panikar	New Residence	Lower Ragg	200,000.00	484.00	48/1911
	Total (Fiji) Ltd	Bund Wall	Rona St.	885,000.00	2,283.05	48/132
	Niranjan Auto Part Ltd	Alteration & Extension	Votua St.	500,000.00	1,144.00	48/1067
	People Community Network	New Buildings (Stage 2)	Gaji Rd	448,046,272.00	481,314.00	45/2608
	Auto Care Fiji Ltd	Extension	Jai Ambama	163,785.00	343.69	45/2403
March 2014	Westpac Banking	Seismic Strength	Thomson St.	207,750.00	501.05	9/1261
	Nirmala Holding	Extension	Waimanu Rd.	739,379.60	1,670.65	9/1542
	China Railway	Kitchen	Sawau Rd	150,000.00	374.00	48/3466
	Willie Kwansing	Boundary Fence	Tawake St.	210,000.00	503.36	45/901
	Vimal Chand	Proposed Flats	Waimanu Rd	750,000.00	1,694.00	45/1264
	Sarika Simski	New Building	Kaunitoni	178,510.00	436.70	45/715
April 2014	Carpenters Properties	Truck Yard & Carwash	Edinburg Drive	100,000.00	264.00	9/2226
	Songtua Lin	Renovation & Extension	Rakua St.	250,000.00	594.00	44/1527
	Bhagwan Singh	Regularize	Nairai Rd.	131,000.00	332.20	44/1771
	Vimal Chand	New Building	Sawau Rd	160,680.00	397.49	48/3530
	International Hari Krishna	New Building	Viwa St.	100,000.00	267.77	48/3531
	Kalpash Patel	Proposed Residence	Princes Rd	556,688.00	1,268.29	48/1128
	Orix Holding	New Apartment	Votua St.	300,000.00	704.00	48/3536
	X10 Ltd	New Apartment	Ragg Ave.	610,084.20	1,386.20	48/3533
	Feng Kuang	Commercial Shop	Fletcher Rd	152,400.00	379.30	45/1784
	Cope Construction	Warehouse	Lalita Bhindi	350,000.00	853.02	45/2170
	Amina Bibi	Proposed Residence	Ono St.	119,840.00	307.65	45/980
May 2014	European Union	Office Space	Rodwell Rd	250,000.00	572.00	9/1362
	The Govt of NZ	Refurbishment	Marou	328,400.00	748.00	44/191
	Mr. Dayal	Maids Quarters	Senibuadr omo	170,000.00	418.00	44/2369
	Peter Seaman	Demolition	Beach Rd	200,000.00	440.00	44/336



Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
	FNU	Pasty Building	Q.E. Drive	180,000.00	440.00	44/1078
	Jehovah's Witness	Porto Roof Over Slab	Jai Hanuman	100,000.00	264.00	45/2172
	Shanel Lal	New Residence	Kaunitoni	178,600.00	436.90	45/733
	Nareen Chand	Renovation	Lakeba St.	150,000.00	374.00	48/1306
	Apenisa Sauraotu	Extension	Verrier St.	181,065.00	442.35	48/1676
	Pacific Energy	New Entry	Rt Mara Rd	120,000.00	308.00	48/1021
	Paradise Beverage	New Warehouse	Argo St.	5,600,000.00	12,385.71	48/697
	Carpenter Properties	Storage Shed	Walu Bay	780,000.00	1,720.79	48/406
	Nikilash Krishna	Extension	Damu St.	120,000.00	308.00	48/2576
June 2014	Toorak Investment	Extension to Warehouse	Augustus St.	120,000.00	308.00	9/1734
	Prakash Patel	Renovation	Kumi St.	383,020.00	886.64	44/819
	Francis Chung	Renovation	Richards	300,000.00	704.00	44/1651
	USP	Training Kitchen/ Dining Hall	Laucala Bay Rd	415,000.00	957.00	44/2077
	Charan Katonivere Holdings	Renovation & Addition	Ratu Mara Rd	2,500,000.00	5,544.50	48/979
	Mohammed Khan	Residential Bldg	Verrier	247,499.00	588.50	48/1105
	FMF Co. Ltd	Extension	Bounty	350,000.00	692.00	48/3240
	Aidong Zhuag	Extension & Alteration	Shri Raman	147,000.00	367.29	48/1922
	China Railway	Dormitory	Sawau Rd	100,000.00	264.00	48/3466
	Tamavua-i-wai Church	Regularization	Lady Narain Rd	211,950.00	510.24	48/3541
	Joha Pratap	New Residential Building	Bayview	332,380.00	775.24	48/3544
July 2014	Carpenters Properties	Alteration to Existing	Thompson	105,480.00	276.04	9/627
	Govt Building	Renovation	Victoria Parade	1,000,000.00	2,244.00	9/1876
	Peni & Tanya Sigabalavu	Renovation	Vuivui	116,000.00	365.00	44/511
	Manjula Kumar	Proposed Flats	Belo St.	265,535.00	628.20	45/86
	Motoparts Traders	Proposed Warehouse	Rt Mara Rd	220,324.00	528.84	45/1302
	Ceekay Holdings	Warehouse	Jai Hanuman	654,980.00	1,484.95	45/2648
	Outstanding Fiji Ltd	Proposed Apartment	Ragg Avenue	1,250,000.00	2,786.65	48/1882
	Joel Mustpha	New Building	Sam Lal St.	155,000.00	294.00	48/3027

Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
	Micheal Chong	New Building	Panapasa	187,810.00	457.20	48/3546
	Carpenters Properties	Car Showroom	Forster St.	1,500,000.00	3,340.15	48/723
Aug. 2014	Fiji Museum	Renovation	Cakobau St.	150,000.00	374.00	9/640
	Fiji Development Bank	Removal of Slab	Victoria Parade	100,000.00	264.00	9/6
	Dilip Jogia	Beam Installation	Renwick Rd	196,000.00	396.00	9/301
	Suva Central Ltd	Expansion of Quest	Renwick Rd	1,750,000.00	3,894.00	9/449
	Subhas Singh	Extension St.	Nairai Rd	185,680.00	452.47	44/1771
	Mena Kumar	Regularization	Fletcher Rd	106,200.00	277.64	45/333
	Joji Holding Ltd	Warehouse	Jai Hanuman	250,000.00	656.92	45/2170
	L.D.S.	Renovation	Lakeba St.	500,000.00	1,144.00	48/3110
	Wang Gui	Proposed Apartment	Pathik Crescent	478,000.00	1,156.89	48/1787
	Jagessa Prasad	New Building	Padam Lal	190,200.00	462.45	48/2314
	Sanjeev Deo	New Building	Ragg Ave.	134,927.50	340.83	48/1505
Sept. 2014	Lajendra Holding	Renovation	Rt Sukuna Rd	410,000.00	692.10	44/2173
	Abhi Properties Ltd	Residential Multi-Unit	Rt Kadavu	420,000.00	824.41	44/2378
	Aiaz Hamid	New Residential Bldg	Muanikau	247,831.00	500.82	44/2377
	Star Amusement	Renovation	Grantha m Rd	398,725.00	783.05	45/515
	Vision Properties	Car Showroom	Jerusalem Rd	260,996.25	525.47	45/2375
	Imdad Ali	Showroom & Spare Parts	Rt Mara Rd	130,000.00	330.00	48/963
	Shri Ram	New Residence	Bhimji	108,849.50	466.80	55/476
	Mor Singh	New Residence	Wainitara wau Rd	110,358.00	287.00	55/956
Oct. 2014	Harifam Ltd	Exterior Works Upgrade	Greig St.	180,000.00	440.00	9/1497
	Paul Jaduram	Proposed Hotel	Mitchell St.	733,172.00	1,656.94	9/2006
	FNPF	Proposed Redevelopment	Greig St.	12,000,000.00	26,444.00	9/787
	Trustees of the Methodist Church	Proposed Residential Apartment	Brewster St.	211,848.00	510.07	9/2230

Date Lodged	Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
	FNU	Proposed Classroom	Q.E. Drive	400,000.00	821.26	44/1674
	Gushah Bibi	New Residence	Burerua	144,934.00	362.84	44/621
	BSP	Refurbishment	Rt Mara Rd	240,000.00	580.00	45/1443
	Orisi Naivanawalu	Extension	Falvey	197,950.00	169.00	45/1669
	Brijlal & Co.	New Warehouse	Viria	300,000.00	704.00	45/2653
	F.N.U.	Proposed Two Storey Building	Jerusalem Rd	800,000.00	1,882.96	45/2117
Nov. 2014	Lydia Walker	Renovation	Gladstone	200,000.00	484.00	9/1745
	FEFHA	New Commercial Bldg	Gorrie St.	1,000,000.00	2,244.00	9/1603
	Chanchui Liy	Extension & Renovation	Nararo	100,000.00	264.00	44/1961
	Balbire Singh	As-Built	Varani St.	173,400.00	423.22	44/1169
	Heral Buksh	New Building	Akuila Bale St.	130,290.00	330.64	45/2656
	Matereti Pule	New Residence	Sukanaivalu	150,930.00	375.40	48/3557
	Sushil Narayan	New Residence	Vuibau	397,041.12	917.00	48/3555
	Mobil Oil	Pipeline	Argo St	300,000.00	704.00	48/703
	Khanz Holding	Proposed Processing Plant	Rokobili	100,000.00	264.00	48/3521
	Zhi Lin	Car Park & Retaining Wall	Evetts Pl.	112,200.00	290.84	48/1931
	Palas Auto Services	Proposed Apartment	Verrier	149,950.00	373.90	48/1731
	Dewan Holding	New Residence	Walu Bay	1,000,000.00	2,244.00	48/3542
	Vinesh Lal	New Residence	Sawau Rd	207,600.00	509.29	48/3558
Dec. 2014	Kushal Ravin	New Residence	Votua Rd	335,188.00	782.90	45/2657
	Southern Motors	Extension	Jerusalem Rd	138,250.00	373.80	45/2114
	Arya Ratindhi Sabha of Fiji	Lecture Theatre Classroom	Kula St	750,000.00	1,936.00	45/1296
	Uday Sen	Proposed Apartment	Lakeba St.	776,330.00	1,751.89	48/481
	Ashok Nath	As-Built	Pasvali	130,200.00	329.43	55/961

TABLE 2

**BUILDING APPLICATION APPROVED (PERMIT ISSUED) DURING 2014**  
**VALUE IN EXCESS OF \$100,000.00**

Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
Bily Chen/ SCC	Renovation/ Upgrade of Market	Grantham Rd	250,000.00	504.90	45/1942
Ranjit Garment	Mezzanine Floor	Jai Hanuman	385,000.00	520.00	45/2122
Triple A Folklift	Refurbishment/ Extension	Waimanu Rd	100,000.00	224.40	45/1236
Joel & Caroline	New Residence	Mead Rd	118,645.00	259.25	48/514
Kishore Kumar	New Residence/ Fence	Cunnigham	198,267.00	408.13	55/945
Umez Chauhan	Additional Flats	Greene St.	147,000.00	367.40	45/492
Westpac Banking	Seismic Strengthening	Thomson	207,750.00	501.05	9/1261
St. Vincent De Paul	New Building	Brown St.	800,000.00	1,804.00	9/944
Niranjans Auto Part	New Shed	Grantham Rd.	117,000.77	303.10	45/1649
Ranjit Garments	Mezzanine Floor	Jai Hanuman	258,500.00	612.70	45/2122
Azad Ali	Residential Flats	Extension St.	606,129.00	1,377.48	45/252
Nirmala Holding	Bulk Store & Shop Space	Belo St.	336,650.00	784.63	45/2480
Mesake Tuinabua	New Building	Biau Drive	234,483.20	499.91	55/923
Vimal Chand	Proposed Flats	Waimanu Rd	750,000.00	1,694.00	45/1264
Dr. Atishwar Pandaram	New Residence	Rifle Range	120,000.00	308.00	45/2438
Peoples Community Network	New Buildings – Housing (Stage 2)	Gaji Rd	4,480,462.72	4,812.96	45/2608
Mararet Ronds	Refurbishment & Extension	Vuivui	500,000.00	1,144.00	44/830
Amina Bibi	Demolition of Existing Structure	Ono St.	119,840.00	307.65	45/980
Jitendra Chand	Extension	Kaunitoni St.	240,000.00	572.00	45/708
Mukesh Chandra	Extension	Dhanji St.	193,200.00	469.04	45/1710
Mayvan Chandra	Studio Apartment	Mead Rd	232,000.00	554.40	48/1527
Niranjan Autoport Ltd	Alteration & Extension	Votua Rd	500,000.00	1,144.00	48/1067
Mansoor Khan	Apartment Building	Laucala Bay Rd	366,871.00	851.10	44/2368
Baocheng Yu	Apartment Building	Raisara Rd	949,750.00	2,133.50	44/2355
Rohitesh Chand	As Per Plan	The Plains	135,936.00	343.05	55/239

Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
European Union	Office Fitouts	Scott/ Usher St.	250,000.00	572.00	9/1362
Jehovahs Witnesses of Fiji	Portio Roof Over Existing Concrete Slab	Karsanji St.	100,000.00	264.00	45/2172
Apenisa Sauraotu	Proposed Extension	Verrier St.	181,065.00	442.35	48/1676
Niklesh Krishnan	Residential Building	Damu	120,000.00	308.00	48/2576
Samabula Primary School	Proposed Extension	Cnr Kabara/ Nayau	360,540.00	843.75	48/237
BSP Life (Fiji) Ltd	Proposed Mixed Residential Development	Denson/ Duncan Rd	5,500,500.00	12,144.00	44/1357
The Gvt of NZ	Refurbishment to Existing	Marou St.	328,400.00	748.00	44/191
Jagdish Bali	New Building	Toorak	1,719,900.00	3,827.75	9/1360
Fiji Development Bank	Removal of Façade Slab-Sun Shades	Victoria Parade	100,000.00	264.00	9/1469
F.N.P.F.	Exterior Repair & Upgrade Works	Grantham Rd	850,000.00	1,914.00	45/1449
Mati Devi	Proposed Double Storey Structure	Cheng Place	115,000.00	297.00	44/1547
International Hare Krishna	Residential Building	Viwa St.	100,000.00	267.00	48/3531
Rajnesh Ahwin	Residential Accommodation	Sawau Rd	255,000.00	605.00	48/3170
Outstanding Fiji Ltd	Proposed Apartment	Ragg Ave.	1,250,000.00	2,786.65	48/1882
Naveen Chand	Renovation	Lakeba St.	150,000.00	374.00	48/1306
Charan Katonivere Holding Ltd	Renovation & Addition to Existing Bldg	Rt. Mara Rd	2,500,000.00	5,544.50	48/979
Orix Holding Ltd	Proposed New Apartments	Votua Rd	300,000.00	704.00	48/3536
The Church of Jesus Christ of Latter Day	Renovation & Repair	Lakeba St.	500,000.00	1,144.00	48/3110
Carpenters Properties Ltd	New Truck/ Car Yard & Car Wash	Rodwell Rd	100,000.00	264.00	9/2226
Sarika Singh	Proposed Residence	Kaunitoni St.	178,000.00	436.70	45/715
Cope Construction Ltd	New Warehouse	Lalita	350,000.00	853.60	45/2170
Shaneel Lal	New Building	Kaunitoni	178,000.00	436.90	45/733
Prakash Patel	Renovatio & Extension to Existing Bldg	Kumi Rd	383,020.00	886.64	44/819
USP	New Training	Laucala Bay Rd	415,000.00	957.00	44/2077

Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
	Kitchen/ Restaurant				
Micheal Chong	Proposed Residential Bldg	Panapasa Rd	187,810.00	457.20	48/3546
Vimal Chand	Proposed Residential Bldg	Sawau Rd	160,680.00	397.50	48/3530
Kalpesh Patel	Proposed Residential Bldg	Princes Rd	556,658.00	1,268.65	48/1128
Properties Trust (Fiji) Ltd	Proposed Extension (Roof Over)	Argo St.	433,400.00	994.48	48/2550
Carpenters Properties Ltd	Steel Storage Shed	Matua St.	780,000.00	1,760.00	48/406
FMF Investment Co.	Proposed Extension	Bounty	350,000.00	814.00	48/3078
Pravind Anand	Renovation to Existing House	Ritova St.	128,275.00	327.31	9/2225
Harifam Ltd	Exterior Works & Upgrade	Greig St.	180,000.00	440.00	9/1497
Suva Central Ltd	Expansion of Quest Apartment	Renwick Rd	1,750,000.00	3,894.00	9/449
Union Club	Proposed Club & Nightclub Fitout	Kimberly St.	180,000.00	440.00	9/222
Fiji Museum	Proposed Renovation	Cakobau Rd	150,000.00	374.00	9/640
Lajendra Holding Ltd	Renovation & Extension to Existing Residence	Ratu Sukuna Rd	410,000.00	692.10	44/2173
Peni & Tanya Sigabalavu	Refurbishment & Extension	Vuivui	116,000.00	300.65	44/511
PSC	New Residential Quarters	Nukulau St.	100,000.00	263.23	44/2375
BSP	Refurbishment Works	Ratu Mara Rd	240,000.00	580.80	45/1354
Sanjleen Prasad	Proposed House	Ragg Ave.	134,927.50	340.84	48/1505
Sami Holding	Proposed Apartments	Rt Sukuna Rd	500,000.00	1,000.44	44/608
Francis & Lily Chung	Renovation to Residence	Richards Pl.	300,000.00	704.00	44/1651
Abhi Properties Ltd	Residential Multi-Unit	Rt Kadavulevu	420,000.00	969.90	44/2378
Imdad Ali	New Show Room	Rt Mara Rd	130,000.00	330.00	48/963
Carpenters Properties Ltd	Commercial Car Showroom	Forster Rd	1,500,000.00	3,341.00	48/723
FEFHA Partnership	New Commercial Bldg	Gorrie St.	1,000,000.00	2,244.00	9/1603
Patrica Mary Sachs Cornish	Proposed Extension & Renovation	Duncan St.	155,940.00	387.10	9/1480

Owner	Description of Bldg/ Development Work	Street/ Rd	Est. Value (\$)	Bldg Fee Rec. (\$)	File No.
Lydia K. Walker	Proposed Renovations	Gladstone Rd	200,000.00	484.00	9/1745
Arya Pratindhi Sabha of Fiji	Lecture Theatre, Classroom & Office	Kula St.	860,000.00	1,936.00	45/1296
Heral Buksh	Proposed New Residence	Akuila Bale St.	130,290.00	330.65	45/2556
Ceekay Holding Ltd	Warehouse	Jai Hanuman	654,980.00	1,484.96	45/2648
Jageesa Prasad	New Residential Bldg	Padam Lal	190,200.00	462.45	48/2314
Vinesh & Reema Chand	New Residential Bldg	Sawau Rd	207,600.00	509.30	48/3558

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	AP P. RE'D	EST. VALUE	AP P. RE'D	EST. VALUE	AP P. RE'D	EST. VALUE	
	PER. IS'D	EST VALUE \$	PE R. IS'D	EST VALUE \$	PE R. IS'D	EST VALUE \$	PE R. IS'D	EST VALUE \$	
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	9099951.5	355	19,532,935.86	394	34792367.72	75,790.36
	10	2,355,724.30	02	4419520	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	
2013	54	31,184,725.90	7	11,897,915.00	599	26,267,270.46	660	69,349,911.36	152,613.80
	39	11,689,916.50	4	5,170,749.05	358	46,160,118.30	401	63,020,783.85	
2014	79	19,138,329.74	14	9,581,493.40	535	27,977,156.80	628	56,696,979.94	124,777.36
	50	18,437,168.42	10	16,484,880.00	278	24,018,334.34	338	58,940,382.76	

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 2005 to 2014, 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 - 2014**

MONTH	INSPECTION BY APPOINTMENT	ILLEGAL WORKS DETECTED	NOTICE SERVED	COMPLAINTS INVESTIGATED
JANUARY	124	5	3	4
FEBRUARY	96	10	9	6
MARCH	99	8	6	8
APRIL	87	12	11	6
MAY	180	7	7	8
JUNE	90	9	9	5
JULY	123	18	19	10
AUGUST	140	4	3	4
SEPTEMBER	147	6	5	7
OCTOBER	128	3	4	6
NOVEMBER	140	2	4	5
DECEMBER	153	6	5	4
<b>TOTAL(2014)</b>	<b>1,507</b>	<b>90</b>	<b>85</b>	<b>73</b>

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
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	143
2013	1,636	77	77	76
2014	1,507	90	85	73



**GENERAL**

The Building Section was kept busy through the year with processing of applications and site inspection work with the current staff of a Senior Building Inspector/ Acting Senior Engineer (Structures) and two (2) Building Inspectors. An additional Building Inspector was employed by the end of April 2014. Other duties include, but are not limited to, progress inspections for various approved development projects within the City boundary, detection of illegal building construction works, investigation of complaints and report writing.

Building Section Staff - 1 x Senior Building Inspector & Acting Senior Engineer (Structures)  
3 x Building Inspectors

**ADMINISTRATION & OPERATIONS DEPARTMENT****1. Staff Establishment 2014 - Ethnic Breakdown**

Departments	ITAUKEI	FIJIAN	OTHERS	TOTAL	GENDER	
STAFF					MALE	FEMALE
CEO	7	6		13	8	5
ADMINISTRATION	28	20	3	51	36	20
FINANCE	18	23	5	46	20	13
ENGINEERING SERVICE	26	13	3	42	28	14
HEALTH SERVICES	15	14	2	31	22	9
<b>SUB TOTAL</b>	<b>94</b>	<b>76</b>	<b>13</b>	<b>183</b>	<b>114</b>	<b>61</b>
UNESTABLISH						
CEO		1		1		1
ADMIN/OPERATION	24	17	1	42	37	5
ENGINEERING SERVICES	61	67	3	131	135	2
HEALTH SERVICES	32	28	1	61	60	1
CONTRACT / TEMP / CASUALS	64	44	20	128	118	12
<b>SUB TOTAL</b>	<b>181</b>	<b>157</b>	<b>25</b>	<b>363</b>	<b>350</b>	<b>21</b>
<b>GRAND TOTAL</b>	<b>275</b>	<b>233</b>	<b>38</b>	<b>546</b>	<b>464</b>	<b>82</b>
<b>GRAND TOTAL</b>					<b>546</b>	

**2. New Appointments and Promotions (January-December 2014)**

Name	Position	Date of Appointment	Remarks
Lisi Koveni	Junior Clerk	06.01.2014	New Appointment
Agnes Catherine Lord	Training Officer	08.01.2014	New Appointment
Emosi Y Balenivalu	System Analyst	22.01.2014	New Appointment
Tevita Bai	Tyreman	03.02.2014	New Appointment
Jovilisi N Rokoyago	Assistant Electrician	25.02.2014	New Appointment
Kitione Vuki	City Marshall	25.02.2014	Promoted
Vasemaca Didrau	Receptionist	26.02.2014	New Appointment
Manoa Ranasau	City Marshall	06.03.2014	New Appointment
Samisoni Fesaitu	Assistant Mechanic	10.03.2014	New Appointment
Apimeleki Vunisunu	Assistant Mechanic	11.03.2014	New Appointment
Aisea Bici Masibalavu	Assistant Mechanic	17.03.2014	New Appointment

Azan Prasad	Assistant Electrician	17.03.2014	New Appointment
Uma Chand	Works Manager	19.03.2014	Promoted
Renivani N Serulevu	Assistant Health Inspector	31.03.2014	New Appointment
Apisai N Tokavou	Assistant Health Inspector	01.04.2014	New Appointment
Samuela Novo	Assistant Electrician	01.04.2014	New Appointment
Amitesh Maharaj	Maintenance Overseer	07.04.2014	New Appointment
Vilame Baravi	Welder	08.04.2014	New Appointment
Royhindra Lal	Assistant Electrician	09.04.2014	New Appointment
Alena Mucunabitu	Building Inspector	24.04.2014	New Appointment
Chandar Bhan	Welder	28.04.2014	New Appointment
Sholeen S Anand	Assistant Financial Controller	05.05.2014	New Appointment
Manasa Nete	Mechanical Supervisor	12.05.2014	New Appointment
Nanise V Cakau	Office Supervisor	12.05.2014	New Appointment
Ranjani G Goundar	Junior Clerk	12.05.2014	New Appointment
Siteri Ketewai	Market Attendant	03.06.2014	New Appointment
Vikash Sharma	Market Attendant	06.06.2014	New Appointment
Leone Rokowai	Market Attendant	19.06.2014	New Appointment
Sainul Shabnum	Junior Clerk	23.06.2014	New Appointment
Yashmin Kaur	Junior Clerk	26.06.2014	New Appointment
Vilame Filipo	CHC Attendant	16.07.2014	New Appointment
Luke V Uge	Pool Attendant	28.07.2014	New Appointment
Ravnil V Deo	Auto Electrician	18.08.2014	New Appointment
Shavina Azmin	Secretary to DHS	18.08.2014	New Appointment
Krishnal N Swamy	Engineering Assistant	02.09.2014	New Appointment
Prem Chand	Pool Supervisor	09.09.2014	New Appointment
Heena Ram	Rates Officer	09.09.2014	Promoted
Konrote Pau Sai	Plant Pool Foreman	15.09.2014	New Appointment
Maria Vulavou	Assistant Health Educator	15.09.2014	New Appointment
Laisenia Yaubale	Junior Clerk	15.10.2014	New Appointment
Ulamila Mesulame	Clerk / Typist	28.10.2014	New Appointment
Gyaneshwari Ram	Market Attendant	05.11.2014	New Appointment
Kalivati Bola	Market Attendant	12.11.2014	New Appointment
Penaia Vakavulibau	Welder	01.12.2014	New Appointment
Amelia Qina	Junior Clerk	22.12.2014	New Appointment
Kavin J Rathod	Director Finance	22.12.2014	New Appointment

### 3. Disciplinary Cases (January - December 2014)

- Jone Finau, Senior Law Clerk was terminated from employment on 11.02.2014 for miss use of Council revenue
- Shalendra Kumar, Director Finance was terminated from employment on 02.09.2014 for unethical behaviour and gross misconduct
- Lemeki Cagialau, Market Supervisor was terminated from employment on 29.10.2014 for guilty of gross mis-conduct
- The following 2 employees were given warning letters in 2014
  - Jai Prasad, – 1<sup>st</sup> Warning for negligence of duty, 21.07.2014
  - Semiti Cagi, Market Cleaner – Final Warning for Absence of Work, 17.12.2014

**4. Training**

The Human Resources Manager and the Training Officer handled all training matters.

- 93 in-house training courses were conducted equivalent to 4004 total hours
- 21 external training courses supported equivalent to 217.5 total hours
- Total number of staff trained totaled 906
- Average training hours for all staff being 4.66 hours
- Average training days for all staff being 11.56

Total levy paid for Training Grant with NTPC in 2014 amounted \$83,191.50

Out of that amount, a 53.73 % pre assessment payment of the Grant Claim of \$40,228.91 was reimbursed to Council.

**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. Performance Management System**

PMS was introduced in 2006 for the proposed reform and culture change programs.

**8. Major Revenue Centres**

- 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 2014 = \$1,159,342.02 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 collected was \$773,476.32 VEP

- Civic Centre

The Civic Centre comprises of –

- (i) Lower Hall, Kiosk, Property office, Hibiscus Event Group Inc., Office, Security Post
- (ii) Upper Auditorium, Auditorium Foyer, Milk Bar and SCC Archive at the back
- (iii) Annex leased by Overseas Fisheries Corporation for office space use

The Lower Hall and the Upper Auditorium were hired for parties, wedding receptions, meetings, conferences, church services, concerts, schools prize giving functions, karate training etc.,

Revenue from hire of the Lower Hall = \$58,609.85

Revenue from hire of the Upper Auditorium = \$69,816.77

Revenue from tenancies of office space use by Overseas Fisheries Corporation of Japan and the Hibiscus Event Group for the year is fixed at \$124,587.72 VIP.

Revenue from lease of the Annex alone = \$107,144.16

Total revenue collected was \$331,764.70 VEP

## 9. 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 collected was \$123,453.62 VEP.

## 10. 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 was \$1, 849,297.62 VEP.

**11. 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 **\$281,412.91 VEP.**

**12. 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 2014 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 \$392,719.82 VEP.

**13. Mini Markets**

Revenue derived from the mini markets at Flagstaff, Nabua, Jerusalem Road and Raiwaqa was \$125,866.21 VEP.

**14. Tenancy of 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 \$158,764.46 VEP.

**15. Tenancy of Raiwaqa Market**

There were only 2 tenants in the Raiwaqa Market with a generated revenue of \$11,133.03 VEP.

**16. Tenancy of Car Parks**

Revenue derived from daily and monthly tenancies of all Car Parks was \$80,287.76 VEP.

**17. Miscellaneous Properties**

Revenue collected was \$315,418.42 VEP.

**18. Library**Mission Statement

“To provide timely, relevant and efficient library and information services for the cultural, social, economic and intellectual development of Suva, including its business community. To create and strengthen in children and young people a love for reading and learning”.

Opening Hours

Monday-Friday: 9.30am-6.00pm

Saturday: 9.00am-1.00pm

The library is closed on Sundays and Public Holidays.

- Services

The library provided the following services:

- Circulation
- Information and reference
- Inter-library loan
- Photocopy and laminating
- Internet and printing
- Community display space
- Children's activities
- EU Info Point
- Limited car park space (3)

- Collection

Local newspapers, periodicals, fiction and non-fiction books, reference material, Pacific material, Large print books, Fijian and Hindi vernacular books, pamphlets, CDs and DVDs (in-house use only).

- Fees

Membership: Children	-	\$5.50
Students	-	\$11.00 (Secondary students)
Adults	-	\$22.00 (including tertiary students)
Visitors	-	\$22.00
Photocopy (A4, black & white)	-	\$0.25
Printing (A4, black & white)	-	\$0.25
Lamination (A4 size)	-	\$2.05
Lamination (A5 size)	-	\$1.55
Internet (30 minutes)	-	\$1.55
Internet (1 hour)	-	\$3.05
Electricity (1 hour)	-	\$2.05
Damaged book (admin. fee)	-	\$4.10
Overdue fee (per book/per day)	-	\$0.25

- Membership entitlements

Children - 2 books from the children's collection  
 Students - 4 books from the adult collection (including 2 children's books)  
 Adults/Visitor - 4 books from the adult collection (including 2 children's books)

- Statistics

	Circulation	Information	Membership	Internet	Revenue
January	767	53	33	129	\$1,091.45
February	1,387	196	320	113	\$2,445.65
March	2,677	478	283	144	\$2,450.80
April	1,366	171	223	142	\$1,837.90
May	1,919	478	53	149	\$1,379.85
June	3,031	362	96	177	\$1,682.10
July	2,566	123	168	146	\$1,774.75
August	1,047	123	26	117	\$1,010.10
September	1,047	79	45	115	\$1,302.65
October	2,492	88	36	132	\$1,161.30
November	747	20	15	88	\$1,127.60
December	856	2	38	73	\$1,234.50
Total	19,902	2,173	1,336	1,525	\$18,498.65

- National Library Week

Theme was “Life change @ your library” and was celebrated on the 5<sup>th</sup> – 12<sup>th</sup> July.

Programme:

Saturday, 5 <sup>th</sup> July	- Character Parade (UN Park)
Monday, 7 <sup>th</sup> July	- Embassy of Japan (Storytelling and origami)
Tuesday, 8 <sup>th</sup> July	- Bati ni Tanoa (Fijian legend/myth and sing-alongs)
Wednesday, 9 <sup>th</sup> July	- Citizen Constitutional Forum (Drama and presentation on ‘bullying’)
Thursday, 10 <sup>th</sup> July	- Chef Lance Seeto (Healthy recipes/demonstration)
Friday, 11 <sup>th</sup> July	- Fiji Taekwondo Association (Self-defence)
Saturday, 12 <sup>th</sup> July	- Fun Day (UN Park)

- Display

January	- Prophet Mohammed’s teaching, Drugs, suicide, children’s rights and Dengue fever prevention
February	- Fiji Public Trustee, Toastmasters, Valentine’s Day
March	- World Consumer Rights Day, International Women’s Day and St. Patricks Day
April	- Easter and 1 <sup>st</sup> term school holiday flyer
May	- Occupation, Health and Safety policies
June	- World Environment Day
July	- National Library Week
August	- Children’s Arts and crafts based on the topics Reduce, Reuse and Recycle
September	- English the that coincides with children’s Reading and Spelling Programme
October	- Diwali/Cancer Awareness (Pinktober)
November	- Cancer Awareness to commemorate “Movember”
December	- Christmas display

- Events

- a) Holiday Activities

- i. 1<sup>st</sup> Term School Holidays

- 28<sup>th</sup> April – VOU (Performing arts)
      - 29<sup>th</sup> April – US Embassy, Fiji Arts Council
      - 30<sup>th</sup> April – FASANOC (Hall of Fame)
      - 1<sup>st</sup> May – Fiji Fashion Week (Design)
      - 2<sup>nd</sup> May – Fun Day (BSP Sponsored)

- ii. 2<sup>nd</sup> Term School Holidays

- Monday – Eleni Tevi (Storyteller)
      - Tuesday – Embassy of Japan
      - Wednesday – Reserve Bank of Fiji
      - Thursday – Fiji Police Force
      - Friday – Fiji Taekwondo Association

- iii. Christmas School Holidays

- 1<sup>st</sup> December – Storytelling
      - 2<sup>nd</sup> December – Christmas in France
      - 3<sup>rd</sup> December – Art & Craft
      - 4<sup>th</sup> December – Origami
      - 13<sup>th</sup> December – Fiji Fashion Week (Illustrations competition)
      - 17<sup>th</sup> December – Christmas in America

- b) Other Activities

- i. 14<sup>th</sup> February – Children's craft making (Valentine's Day)
    - ii. 7<sup>th</sup> March – UN Women's presentation & fun activities (International Women's Day)
    - iii. 17<sup>th</sup> March – St. Patrick's Day
    - iv. 16<sup>th</sup> April – Easter activity with 'Just Kids' FBC TV show
    - v. 9<sup>th</sup> May – EU Day Celebrations
    - vi. 18<sup>th</sup> June – World Environment Day activity with Environment Department

- c) Donations

- i. Mai Life Magazine donated their back issues (2012/2013 publications) to the library in January.
    - ii. April – BSP donated marquee & prizes for 1<sup>st</sup> term school holiday program
    - iii. May – Jill Best (NZ) donated 51 cartons of children's books
    - iv. June – HFC Bank donate marquee and Nestle (Fiji) Ltd. donated milo drinks and prizes for National Library Week.
    - v. August – UNICEF Fiji and ILO donated giveaways and prizes/Craft materials for National Library Week.
    - vi. November – Pandora Group gifted the library a USP Book Center gift voucher worth \$1,000.00. This voucher was used to purchase books for the Pacific collection.



- Staff

Maureen Shariff	-	Chief Librarian
Salote Vakatalai	-	Library Assistant, class I (Technical Services)
Nina Nakaora	-	Library Assistant, class I (Reader Services)
Alisi Whippy	-	Library Assistant, class II
Janelle Lauvili	-	Library Assistant, class II
Meredani Qasi	-	Library Assistant, class II
Joep Kete	-	Cleaner
Lusiana Cagilaba	-	Temporary Typist
Viliame Turaga	-	Driver

Total revenue collected was \$12,400.42 VEP.

#### 19. Taxi and Commercial Vehicles

The issuance of taxi 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 \$1,076,364.46 VEP.

#### 20. Parking Meter

There were 9 new parking meter machines installed within the Suva City Boundary.

Total revenue collected was \$546,264.85 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**

<b><u>SUMMARY OF INSPECTION</u></b>			
<b>Types of premises inspected</b>	<b>Inspection</b>	<b>Re-Inspection</b>	<b>Total</b>
Dwelling Houses /Residential Flats & Units	2944	217	3161
Investigation of Complaints	894	1437	2331
Hotels, Private Hotel, Boarding Houses	81	34	115
Restaurants, Refreshment Bars	425	478	903
Supermarkets	83	44	127
Food shops, Food stores	245	109	354
Municipal Markets, Mini Markets	15	-	15
Butcher shops	50	39	89
Bake houses	65	66	131
Food Kitchen	7	2	9
Food Vehicles & Carts	64	77	141
Food Hawkers for License	60	9	69
Kava Pounding Shop	2	-	2
Food Processing Factory	21	2	23
Laundries	13	2	15
Hairdressers & Chiropodists	197	93	290
Schools & Kindergartens	13	-	13
Factories & Workshops	153	78	231
Commercial Premises (Others/ Offices)	761	150	911
Nightclubs	35	40	75
Parks	37	-	37
Sanitary Drains and street drains	57	69	126
Vacant Lots/Sections	1868	496	2364
Application of new buildings or repairs & Inspection of Building Sites	911	98	1009
Inspection of Building for Completion Certificates	311	18	329
Premises inspected for Business License	467	124	591
Inspection of Warehouse-Food Storage & Distribution	2	-	2
Inspection & monitoring of sewer pumps, manholes & sewer overflows	42	37	79
Restaurant Grading	62	-	62
Discharge of Waste Water into gully pit	17	3	20
Inspection of Liquor Bottle Shop/Food Shop with Liquor	18	5	23
Fish Processing Factory	10	-	10
Private Clubs	21	13	34
Leaking Fire Hydrants	2	2	4
Religious Building	12	2	14
Burst water mains	1	-	1
Alleyways	184	1	185
Inspection of Street Traders	35	-	35
Street Inspection	21	-	21

Common dumping spot	2	-	2
Inspection of cold storage facility	2	-	2
<b>TOTAL</b>	<b>10,210</b>	<b>3745</b>	<b>13,955</b>

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

<b>ALL TYPES OF PREMISE</b>	<b>WORKS ORDERED</b>	<b>WORKS COMPLETED</b>
Repairing of buildings	15	4
Removal of unauthorized structures	11	1
Repairing or cleansing or fly proofing of privies	11	-
Accumulation of Refuse referred to Contractor for removal	1	-
Removal of Refuse (others)	170	165
Repairs or improvements to hotels, private hotels, boarding houses	15	19
Repairs or improvements to restaurants and refreshment bars	186	174
Repairs or improvements to milk processing factory	1	1
Repairs or improvements to supermarkets	18	16
Repairs or improvements to food shops, food stores, green grocers	43	30
Repairs or fish retail shops	1	1
Repairs or improvements to butcher shops	11	15
Repairs or improvements to bake houses	47	47
Repairs or improvements to food kitchens	2	8
Repairs or improvements to food vehicles & carts	8	-
Repairs or improvements to swimming pools	3	3
Repairs or improvements to laundries	3	1
Repairs or improvements to hairdressers & chiropodists shops	20	31
Repairs or improvements to schools & kindergartens	2	1
Repairs or improvements to factories & workshops	1	1
Repairs or improvements to private clubs	8	6
Repairs or improvements to nightclubs/taverns/bar	30	22
Repairs, cleansing or improvements to storm water drains	55	58
Clearing of overgrowth of weeds & long grass	238	220
Abatement of nuisance from mosquito breeding	33	15
Abatement of nuisance from poultry	17	7
Abatement of nuisance from animals	4	4
Abatement of nuisance from sewer overflows	51	49
Renewal or provision or use of proper garbage pans or lids	184	165
Repairs, cleansing or improvements to wastewater drains	69	50
Abatement of nuisance from septic tank drainage	46	40
Abatement of nuisance from oil spillage/discharge	7	3
Provision of wholesome water	1	-
Repair defective air conditioning system	1	1
Repairs or improvements to Council drain	4	2
Cease mechanical works from commercial area	1	-
Repairs or improvements to liquor bottle shop with food retail/Liquor Bottle Shop	3	3
Abatement of nuisance from excessive noise	3	2
Abatement of nuisance from leaking water mains / pipes	3	3
Abatement of nuisance from overflowing of garbage from skip bin	5	6
Food Condemnation	1	1
Abatement of smoke nuisance from burning of refuse	5	5

Cease mechanical works from residential area	2	1
Cease illegal business operation without health permits	15	15
Abatement of nuisance from kerosene kept in drums	2	1
Abatement of nuisance from asphalt plant	1	1
Cease illegal sale and preparation of food	3	1
Bailing out of stagnant water from building basement	1	-
Connect waste pipes to existing sewer reticulation system	1	-
Removal of reefer container from footpath causing obstruction	1	1
Leaking fire hydrant	2	2
Abatement of nuisance from foul smell of poultry manure	1	1
Abatement of nuisance from unsound meat	1	1
<b>TOTAL</b>	<b>1368</b>	<b>1205</b>

**WRITTEN NOTICES SERVED**

Action taken for the Abatement of Insanitary condition detected

## a) Total number of written notices served

- Intimation - 201
- Statutory - 384
- Final Letters - 206
- **Total - 791**

## b) No. of Litter Notices Served - 26

**TOTAL = 817**

3. **BUILDINGS**

- No of Application of New Buildings, Repairs and Inspection of Sites -1009
- Inspection of Buildings for Completion Certificate - 329

**TOTAL = 1338**

4. **MOSQUITO LARVAL SURVEY REPORT**

- Total number of premises surveyed - 405
- Total number of sample collected - 118

5. **GENERAL COMPLAINTS**

- Total Complaints received and attended to - 894
- Total Complaints attended to and complied - 712 (79.64 %)
- Total Complaints attended to but pending - 182 (20.36 %)

6. **DOG CONTROL**

An extensive dog trapping joint operation between SPCA & SCC was conducted for the year. A total of 390 dogs/cats were trapped.

## 7. PROSECUTIONS

### (i) Public Health Cases – 2014

NATURE OF OFFENCE	NO. OF CASES	FINES	COSTS	CASES PENDING FROM 2013
Fail to comply with Notice Requiring Abatement of Nuisance	1	\$200.00	\$50.00	-
Conduct Business of Refreshment Bar without Health Licence/Permit	1	\$200.00	\$100.00	-
Contravene PH Regulations	21	\$2500.00	\$2340.00	-
<b>TOTAL</b>	<b>1</b>	<b>\$2900.00</b>	<b>\$2490.00</b>	<b>-</b>

### (ii) Litter Cases

OFFENCE	TOTAL NO. OF LITTER CASES	SPOT FINES PAID	COST
Abandon Litter in a public place	28	27	\$1080.00

### Summary -

Total No of Court Cases - 38

	Litter Cases	Public Health
Fines	\$2450.00	\$200.00
Costs	\$1650.00	\$50.00
<b>Sub Total</b>	<b>\$4100.00</b>	<b>\$250.00</b>

**Total Revenue:      \$4350.00**

## 8. CONDEMNATION OF FOOD

#	ITEM	BRAND	WEIGHT/SI ZE OF PKT	QUANTITY	REASON FOR CONDEMNATION
1.	Snakes	Nowco	2kg × 6pkts	3 ctn	Expired Dates, Unfit for Human Consumption
2.	Gummi Worms	Nowco	2kg × 6pkts	3 ctn	Expired Dates, Unfit for Human Consumption
3.	Korean Noodles	Nongshim	276g × 20/ctn	15ctn	Expired Dates, Unfit for Human Consumption
4.	Water Chestnut Flour	Bantang	15kg/ctn	8ctn	Expired Dates, Unfit for Human Consumption
5.	Japanese Tofu	Frim	349g × 24/ctn	19ctn	Expired Dates, Unfit for Human Consumption

6.	Chinese Herb Tea	Jianbo	2kg/ctn	4ctn	Expired Dates, Unfit for Human Consumption
7.	Vinegar	Datu Puti	750ml×12	1ctn	Expired Dates, Unfit for Human Consumption
8.	Bamboo Shoots in Water	Maling	540g ×24	3ctn	Expired Dates, Unfit for Human Consumption
9.	Soy Drink	Vita Milk	300mls×24	3ctn	Expired Dates, Unfit for Human Consumption
10.	Chinese Herb Tea	Jianbo	100g×50	2ctn	Expired Dates, Unfit for Human Consumption
11.	Rice Cookies		50g ×10/ctn	4ctn	Expired Dates, Unfit for Human Consumption
12.	Banana Sauce	UFC	320G×24	2ctn	Expired Dates, Unfit for Human Consumption
13.	Hoisin Sauce	Leekukee	2268g×6	2ctn	Expired Dates, Unfit for Human Consumption
14.	Shatin Fish		125g×48	1ctn	Expired Dates, Unfit for Human Consumption
15.	Rice Sticks	Jona's	227g	29 bags	Expired Dates, Unfit for Human Consumption
16.	Baby Corn		2900g×6	6ctn	Expired Dates, Unfit for Human Consumption
17.	Vegetarian Mock Abalone		227g4×8	1 ctn	Expired Dates, Unfit for Human Consumption
18.	Bamboo Shoots	Maling	3522×4/ctn	6ctn	Expired Dates, Unfit for Human Consumption
19.	Mushroom	Maling	425g×24	1ctn	Expired Dates, Unfit for Human Consumption
20.	Japanese Sauce	Bull Dog	300mlx30	3ctn	Expired Dates, Unfit For Human Consumption
21.	Chinese Pickle		148g×60	10ctn	Expired Dates, Unfit For Human Consumption
22.	Black Bean Sauce	Yangjiang	500g×40	2ctn	Expired Dates, Unfit For Human Consumption
23.	Deluxe Biscuits	Kerk	215g×12	73bags	Expired Dates, Unfit For Human Consumption
24.	Soy Sauce		150ml× 48	1ctn	Expired Dates, Unfit For Human Consumption
25.	Vegetarian Mock Chicken	Giant	283×48	3ctn	Expired Dates, Unfit For Human Consumption
26.	Korean Drink	Sakei	238ml1×2	1ctn	Expired Dates, Unfit For Human Consumption
27.	Chinese Noodle	Longkou	50g×500	25ctn	Expired Dates, Unfit For Human Consumption
28.	Tin Pickle Cabbage	Maling	200g48×	1ctn	Expired Dates, Unfit For Human Consumption
29.	Chinese Pickle	Aoju	435g×15	3ctn	Expired Dates, Unfit For Human Consumption
30.	Curry Paste	Maeplov	400g×24	2ctn	Expired Dates, Unfit For Human Consumption
31.	Rice Cake	Huamei	250g×20	3ctn	Expired Dates, Unfit For Human Consumption
32.	Chinese Noodles	Kongque	500g×40	1ctn	Expired Dates, Unfit For Human Consumption

33.	Soy Bean Pepper	Guangxi	200g×50	8ctn	Expired Dates, Unfit For Human Consumption
34.	Salted Turnip	Jufa	200g×100	2ctn	Expired Dates, Unfit For Human Consumption
35.	Chinese Pickle	Baijia	280g×12	7ctn	Expired Dates, Unfit For Human Consumption
36.	Biscuit(fmf)	finefare	500g	12bags	Expired Dates, Unfit For Human Consumption
37.	Black Candy Biscuits		100g×48	1ctn	Expired Dates, Unfit For Human Consumption
38.	Rice Paper	Thai Food King	227g	2bags	Expired Dates, Unfit For Human Consumption
39.	Soy Drink		200mls	60bottles	Expired Dates, Unfit For Human Consumption
40.	Dried Persimmons		400g×50	1ctn	Expired Dates, Unfit For Human Consumption
41.	Black Soy Drink		200ml×48×2	2ctn	Expired Dates, Unfit For Human Consumption
42.	Banana Sauce	Jufran	320g×24	1ctn	Expired Dates, Unfit For Human Consumption
43.	Chinese Pickle		454g×24	1ctn	Expired Dates, Unfit For Human Consumption
44.	Japanese Fish Tofu		270g×30	2ctn	Expired Dates, Unfit For Human Consumption
45.	Corn Cereal	Bingquan	560g×12	1ctn	Expired Dates, Unfit For Human Consumption
46.	Chinese Herb		560g×12	1ctn	Expired Dates, Unfit For Human Consumption
47.	Chinese Herb		250g	50 bags	Expired Dates, Unfit For Human Consumption
48.	Chilli Sauce	Guangchan	380g	8 bottles	Expired Dates, Unfit For Human Consumption
49.	Tin Meat	Maling	397g×24	1ctn	Expired Dates, Unfit For Human Consumption
50.	Mushroom	Maling	276g×20/ctn	1ctn	Expired Dates, Unfit For Human Consumption
51.	Chinese Herb		150g×48	1ctn	Expired Dates, Unfit For Human Consumption
52.	Wang Seaweed	Wang	50G×5	1ctn	Expired Dates, Unfit For Human Consumption
53.	Instant Ginger Tea	Mingbo	360g×24	1ctn	Expired Dates, Unfit For Human Consumption
54.	TimTam	Arnotts	135g×4	1ctn	Expired Dates, Unfit For Human Consumption
55.	Asia Glaman Biscuit	Asia Glaman	90g×16	16bags	Expired Dates, Unfit For Human Consumption
56.	Chilli Garlic Sauce	Leekum Lee	226G	8Bottles	Expired Dates, Unfit For Human Consumption
57.	Korean Tea	Dongxi	75g	12bags	Expired Dates, Unfit For Human Consumption
58.	Candy (Korea)	Sekumdan kam	26g×12×8	3 box	Expired Dates, Unfit For Human Consumption

59.	Japanese Ginger		50g×24	1ctn	Expired Dates, Unfit For Human Consumption
60.	Mustard Oil	Lurang	125ml×24	1ctn	Expired Dates, Unfit For Human Consumption
61.	Korea Beer	Cass	355ml×24	22ctn	Expired Dates, Unfit For Human Consumption
62.	Japanese Beer	Sapparo	355ML×24	26ctn	Expired Dates, Unfit For Human Consumption

## 9. SUMMARY OF WASTE COMPOSITION COLLECTED WITHIN SUVA CITY

INDICATORS	2012 JAN - DEC (Tons)	2013 JAN - DEC (Tons)	2014 JAN - DEC (Tons)
Household Garbage	13,983.02	13,386.29	17,285.18
Green Waste	6,226.88	5,989.94	5,283.91
Mixed Refuse & General Rubbish	3,811.76	4,391.59	3,159.26
<b>Total</b>	<b>24,021.66</b>	<b>23,767.82</b>	<b>25,728.35</b>

### Amount of Gate Fees Paid at Naboro Landfill for Disposal of Refuse

INDICATORS	2012 JAN – DEC (\$)	2013 JAN – DEC (\$)	2014 JAN – DEC (\$)
Household Garbage	351,532.71	336,531.17	434,549.71
Green Waste	156,543.80	150,586.95	132,837.65
Mixed Refuse & General Rubbish	95,827.70	110,404.51	79,423.88
<b>Total</b>	<b>\$603,904.21</b>	<b>\$597,522.63</b>	<b>\$646,811.24</b>

## 10. SUMMARY OF GENERAL CLEANING UP AS CONTRACTED OUT

INDICATORS	2012 (\$)	2013 (\$)	2014 (\$)
Grass Cutting Contract	616,732	667,759	667,759
Refuse Collection Contract	449,393	501,241	501,241
<b>Total</b>	<b>\$1,066,125</b>	<b>1,169,000</b>	<b>1,169,000</b>

NB. Penalty Deduction for 2010 - \$25,318.43



11. **(a) Special Premises with Health Permits but without Liquor Licenses - 2010**

<b>NO</b>	<b>PREMISES TYPE</b>	<b>NUMBER</b>
1.	Restaurant & Refreshment Bars	190
2.	Hairdressing & Chiropodist	51
3.	Bake Houses	38
<b>NO</b>	<b>PREMISES TYPE</b>	<b>NUMBER</b>
4.	Food Kitchen	3
5.	Butcher Shop	5
6.	Food Kitchen	12
7.	Food Processing Factories	5
8.	Butcher Shop	7
9.	Ice Cream Factory	3
10.	Kava Pounding	3
11.	Milk Processing & Butter Factory	1
12.	Fish Processing Factories	2
13.	Water Bottling Factory	1
14.	Hotels, Private Hotels, Motels & Boarding Houses	8
	<b>TOTAL</b>	<b>329</b>

**(b) Special Premises with Health Permits & Liquor Licenses - 2010**

<b>#</b>	<b>SPECIAL PREMISES</b>	<b>NUMBER</b>
1	Restaurant & Refreshment Bars	49
2	Hotels, Private Hotels, Motels & Boarding Houses	6
3	Taverns	2
4	Liquor Bars	1
5	Nightclub	19
6	Private Clubs	1
	<b>TOTAL</b>	<b>78</b>

12. **REVENUE 2014****(i) Revenue from emptying septic tanks/gully emptier services**

❖ Within the City/Outside City

**Total – \$39,088.40****(ii) Revenue from Public Convenience**

❖ Suva Municipal Market/ Ratu Sukuna Park -

**Total - \$-\$238,234.21**

(iii) Comparison of Revenue during the Period 2012 – 2014

REVENUE SOURCE	2012 (\$) (Vat Exc)	2013 (\$) (Vat Exc)	2014 (\$) (Vat Exc)
Gully Emptier Services		\$28,823.11	\$39,088.40
• Within & Outside of City			
Public Convenience			
• Suva Market		\$85,622.32	\$141,513.78
• Ratu Sukuna Park		\$14,277.67	\$13,506.47
• Terry Walk		\$20,497.84	\$40,303.44
• Foreshore		\$5,564.25	\$6,567.92
• My Picnic Park		\$6,596.94	\$15,775.75
• Handicraft			\$20,566.85
<b>Total</b>		<b>\$161,382.13</b>	<b>\$277,322.61</b>

13. HEALTH EDUCATION UNIT: 20141. Public Awareness Programs

Conducted “Garden Refuse Collection Schedule” awareness exercise in public places & distribution of flyer’s within the Suva boundary such as:

House to House Visited for “New Green Waste Collection Schedule & Policy”

NO.	Location	Month (2014)	Total no. of Schedule Distributed
1.	Apart from the Health Education Unit team the New Green Waste Collection Schedule were also distributed by Zone Inspectors and Maintenance Overseers almost on a daily basis in all areas covered	January - February	Around 5000 copies printed & distributed

2. Community Awareness Programs:

Community/Organization Mobilization / Meetings were conducted as follows –

NO.	COMMUNITY/ORGANIZATION	DATE	TIME	VENUE
1.	SCC & Public Rental Board	February		Mataniciva hall – Charles St, Kia St PRB Estate,
2.	SCC & Seventh Day Adventist Church Youth Branch	April		Veidogo Park - Viria West Road - Vatuwaqa
3.	SCC & Jica	April		Project Handed over at Samabula Depot.
4.	SCC HEU & Health Inspectors	April		Archie Seeto & Padam Lala Rd
5.	SCC & Bagasau Village Project	July		Monitoring 3R Activities at Bagasau
6.	SCC, Fiji Correction's Service Compost Processing	October		Samabula Compost site.
7.	SCC, Bryce land Community	October		Bryce St
8.	SCC, PRB	June		Public Rental Board Estate, Kia St, Raiwai
9.	SCC, JICA & SPCA	August		Hibiscus Festival – Albert Park
10.	SCC HEU, Business License & Engineering Department	September		Nabua Village, Off Sukanaivalu Road

### 3. **Special Consultation and Meetings:**

Participated in the following special consultations -

No.	Organization	Date	Time	Issues
1.	SCC Ministry of Health WHO	January		“TOSO” dance program for 2014, provision of multi-purpose court within CBD.
2.	SCC / Maintenance Contractors	February		Conduct “refresher” awareness sessions on basic work requirements.
3.	SCC / MOH / WHO	February		Initiative towards declaring Suva a smoke free City.
4.	SCC / MOH / WHO	April		Healthy City Initiative Health Promoting Activities In The City of Suva, “no smoking zones and potential smoking spots”.
5.	SCC / DOE	April		Waste Minimization Activities in the City.
6.	SCC / NGO / Coca Cola / South Pacific Waste Recycling Co	June		Waste Minimization (3R Concept) Program In The City
7.	SCC / Ministry of Agriculture	July		Dog Trapping exercise around the Domain and Muanikau areas.
8.	SCC / Department of Environment	August		Joint Awareness Campaign during the Hibiscus Carnival.
9.	SCC / DOE / Sigatoka, Nadi, Lautoka, Ba, Rakiraki, Nausori & Nasinu Town Council's	August		J-PRISM meeting on 3R programs and projects undertaken by each Council.

10.				
11.	SCC & JICA Officials	October		Organization sponsored projects on Recycle Litter Bins.
12.	LTA, WWF, SCC	June		Biodegradable waste plastic disposable bags for public buses.
13.	SCC, WHO & MoH	July		Launching of the My Suva Health & Fitness "TOSO" Program
14.	SCC & Presidential Office Landscaping Unit	July		Implementation of Back Yard Composting of Green Waste
15.	WHO & All Municipalities	August		Healthy Equity Assessment & Response tool workshop held at Pearl Resort, Deuba.
16.	SCC – HEU & DAO	September		Good Hygiene Practice & Food Safety Measures for Suva Market's Women Food Vendors
17.	Department of Environment	November		National 3R Policy Final Consultation Program
18.	SCC, Ministry of Health Food Unit & Restaurant Proprietors	December		Training on Good Hygiene Practice in food establishments for 209 restaurants, refreshment bars, takeaways owners.

#### 4. Community Clean Up Campaign:

The following groups were involved in voluntary Clean up around the City

- a) Public Rental Board Housing Estate residents at Mead Road, Nabua
- b) Calvary Temple AOG Women's Group
- c) Prime Minister Office Staff Members
- d) Raiwai SDA Youth Group
- e) Mindpearl Group Fiji
- f) Church of Jesus Christ of Latter Day Saints
- g) Fiji Police Force – Suva Point Community
- h) Ministry of Lands Staff Members - Nasese
- i) Fiji Police – Kaleli Youth Group – Tamavua I Wai Road
- j) Auditor General Office Staff Members - Suva
- k) Projects Abroad Organisation Ltd Staff Members - Suva
- l) FNU School of Nursing – Student Nurses Clean Up At Namadai Residential
- m) Ministry of Justice team - Suva
- n) Muanikau Methodist Church MYF Group
- o) Fiji Broadcasting Corporation (FBC)
- p) Muanisolo Development Association
- q) FNU School of Nursing – Student Nurses Project at Tamavua I Wai
- r) Saint Joseph Secondary School PTI
- s) USP Students Recycling Committee
- t) Fiji Police Force Academy & Residents of Police Compound - Nasova
- u) Suva International Women Aglow
- v) Nanuku Youth Group
- w) Apostle Gospel Outreach Fellowship Church

## 5. 3R Activities

### a. Market Waste Separation & Composting Project

The market waste separation and composting project was the continuing program designed by JICA Volunteer Yao- san in 2008 as a pilot project. In 2014 Suva City Council realized that there is a way to reduce market waste to the landfill through composting. The Suva City Council approached the Japanese Embassy and they agreed to construct a new composting shed for SCC.

Table 1: Shows the amount of waste collected from the market and its use.

Month	Green Feed (Kg)	Compost (kg)	Total (Kg)
March	7046.7	2,303.20	9,349.9
April	8189.8	3,466.60	11,656.4
May	11,803.9	1,872.50	13,676.4
June	12,722.1	997.6	13,719.7
July	16,871.5	1416.8	18,288.3
August	19,137.7	808.5	19,946.2
September	14,445.9	1,701.50	16,147.4
October	17,581.6	758	18339.6
November	14,601.5	7,935.30	22,536.8
December	18,283.3	2,747.4	21,030.7
<b>Total</b>	<b>140,684.0</b>	<b>24,007.4</b>	<b>164,691.4</b>

Note: Green Feed is feed for pigs. Compost is making of compost

Table 2; Shows the amount of compost produced from January – November 2014.

MONTH	TOTAL # OF BAGS (5kg/bag)	TOTAL WEIGHT (KG)	TOTAL REVENUE
JANUARY	48	240	\$120.00
FEBRUARY	15	75	\$37.50
MARCH	74	370	\$185.00
APRIL	75	375	\$187.50
MAY	5	25	\$12.50
JUNE	60	300	\$150.00
JULY	62	310	\$155.00
AUGUST	68	340	\$170.00
SEPTEMBER	59	295	\$147.50
OCTOBER	31	155	\$77.50
NOVEMBER	0	0	\$0.00
DECEMBER	0	0	\$0.00
<b>TOTAL</b>	<b>497</b>	<b>2485</b>	<b>\$1,242.50</b>

### b. Clean School Program

The aim of the clean school program was to introduce 3R in schools and stop burning in incinerators.

There were six schools chosen this year to pilot the clean school with the aim to include all primary schools within the Suva City area to take part from next year. The six schools include:

- Veiuto Primary School
- Deenbandhu Primary School
- Nehru Primary School
- Vatuwaqa Primary School
- Holy Trinity Primary School
- Arya Samaj Primary School

Training of teachers and follow up program were continued with positive changes noted with participating schools. Zero burning, recycling of recyclables and composting were some of the activities noted carried out by participating schools.

## **6. Promotion of Compost bins**

The compost bins were promoted to Suva residents only to reduce organic waste taken to Naboro and to recycle organic waste produced at home to manure.

Table 3: shows the number of compost bin sold or given as promotion.

Month	Total sold	Amount received \$	Promotional
January	8	240	0
February	5	150	0
March	15	450	4
April	4	120	2
May	11	330	1
June	7	210	11
July	4	120	1
August	5	150	3
September	18	540	2
October	7	210	5
November	3	90	0
December	15	450	0
<b>Total</b>	<b>102</b>	<b>\$ 3,060</b>	<b>29</b>

Use of compost bins was sold to Correction Centers, residents and promoted to schools. The team carries out training on the use of compost bins and also carries out follow up to ensure the bins are used properly.

## **7. Green Village Project**

The green village project is a program carried out to residents living in the City suburbs to embrace 3R. Bagasau was selected and as a pilot village to carry out 3R with the joint partnership of the Public Rental Board.

### Awareness programs for Green village projects

Recycling at Bagasau: (all blocks are provided with 3 recycling bins and 2 compost bins)

The residents were trained to separate waste at source and to place the following waste in the bins provided:

- Waste paper – recycling bin – South Pacific Waste Recycler
- Pet bottles – recycling bin – Coca Cola Amatil
- Cans – recycling bin – Coca Cola Amatil
- Organic waste from kitchen – compost bin – manure for back yard gardening

Table 4: shows the amount of recyclables collected from Bagasau.

Month	Cans (kg)	Pet bottles (kg)	Papers (kg)	Total
July	4.1	34.2	43.9	82.2
August	2.7	17.3	15.6	35.6
September	1.1	14.3	57.4	72.8
October	-	-	-	-
November	1	10	20	31
<b>Total</b>	<b>8.9</b>	<b>75.8</b>	<b>136.9</b>	<b>221.6</b>

## **8. Central Collection Points**

The Central Collection Points is project to promote recycling to people visiting Service Stations and Picnic areas.

The recycling bins were placed at 5 Total Service Station to allow easy access to people.

- TOTAL Hibiscus- Victoria Parade
- TOTAL Flagstaff
- TOTAL Raiwaqa
- TOTAL Fairway- Nabua
- Supreme Fuel, Mead Road.

## **9. Training of Patch Work & Eco –bags**

Our JICA Volunteer Ms Yoshiko works together with the Prisons Women's Department, Market Vendors and the Bhanbhai women's group in teaching them on how to sew eco-bags and new patch work design.

**15. GARBAGE FEES**

New garbage fees collected for the year as follows:

**Fees Received:**

- From garbage fees Code 60060: \$2500.00 VEP
- From garbage fees Code 60061: \$699,624.14VEP
- Under ratepayer assessment: \$232,360.73 VEP
- **TOTAL GARBAGE FEES TO-DATE: \$934,484.87**

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.

**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 30 staffs.

### 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 VIP

• Current Rates	..	..	..	\$15,130,508.09 (VIP)
• Arrears of Rates	..	..	..	\$ 2,674,114.52 (VIP)
<b>Total</b>	<b>..</b>	<b>..</b>	<b>..</b>	<b>\$17,804,622.61 (VIP)</b>

### 4. Highlights

- In the Ordinary meeting held on 29/08/14 the Council received the update from the Budget Officer on the \$8.5m Capital Project for the month of May 2014.
- Approval was granted on 30/06/14 in Ordinary meeting for the renewal of Service Level Agreement for new server that was installed in 2012, which is purchased from VT Solutions.
- Approval was granted on 30/06/14 in Ordinary meeting that all staff should have one main account for which salaries should be credited.
- Approval was granted on 30/06/14 in Ordinary meeting to open the existing limits fuel card with Total Fiji Limited for Council vehicles to be used only in emergencies. This card was with the Office of the Director Finance and had not been issued to date, since the need did not arise. This Total fuel card to be retained by Director Finance and issued only when the need arises.

5. General

The Financial Statements for the year ended 31 December 2014 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 2014, 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.

**FINANCIAL STATEMENT**

**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER, 2014**



# OFFICE OF THE AUDITOR GENERAL

Excellence in Public Sector Auditing



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17 February 2020

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 2014**

Audited financial statements for Suva City Council for the year ended 31 December 2014 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 Nand  
**AUDITOR GENERAL**

cc The Acting Chief Executive Officer

Encl.



SUVA CITY COUNCIL  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2014

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SUVA CITY COUNCIL  
COUNCIL'S REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2014

**COUNCIL REPORT**

The Council herewith submit the statement of financial position of Suva City Council as at 31 December 2014, 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 Umana was appointed as Special Administrator in April 2010. His employment was ceased on 14/1/19.

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.

**Management Staff**

The names of management staff in office at the date of this report were:

Acting Chief Executive Officer

Mr. Chandu K. Umania (from 16/03/2011 till 30/4/12)  
Mr. Bijay Chand (from 1/05/12 to 31/7/19), Mr. Azam Khan as Acting Chief Executive Officer from 1/10/19 till to date

Director Health Services

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)

Acting Director Engineering Services

Mr. Surend Prasad (from 9/11/18 to 15/11/19)

**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 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:-

	2014	2013
Operating surplus	5,202,912	1,581,346

**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 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 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 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'S REPORT (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2014

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**Basis of Accounting**

The Council believes that 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**

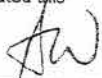
No other matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Council, the results of those operations or the state of affairs of the Council in future financial years.

**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.

ated this                      day of                      2020.



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Mr. Azam Khan  
Acting Chief Executive Officer



SUVA CITY COUNCIL  
STATEMENT BY COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2014

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In accordance with a resolution of the Council, I 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 2014;
- (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 2014;
- (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 2014;
- (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 2014;
- (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            day of            2020.



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Mr. Azam Khan  
Acting Chief Executive Officer

# OFFICE OF THE AUDITOR GENERAL

Excellence in Public Sector Auditing



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## INDEPENDENT AUDITOR'S REPORT

### Qualified Opinion

I have audited the financial statements of Suva City Council, which comprise the Statement of Financial Position as at 31 December 2014, 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 Paragraph, the accompanying financial statements give a true and fair view of the financial position of Suva City Council as at 31 December 2014, 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 recorded market fee revenue of \$2,228,355 within the caption balance 'Fee charges – Stalls, Building Permits, carrier stands, garbage disposal and others' totaling \$4,038,327 in the Statement of Profit or loss and other comprehensive income for the year ended 31 December 2014. The Council also recorded parking meter revenue of \$298,075 within the caption balance of 'parking meter collections' totaling \$333,328 as recorded in the detailed statement of profit or loss and other Comprehensive income – Parking Meter fund – Operating Statement. As these amounts within the caption balances were received by the Council on a cash basis collection with limited control over the collection process, I was unable to obtain sufficient appropriate evidence over completeness and accuracy of this revenue. As a result, I was unable to determine whether any adjustments might have been necessary in respect of the Council's market fee and parking meter fee for the current year and the elements making up the statements of financial position, movement in funds and cash flows.
- 2) The Council recorded VAT payable of \$1,336,962 at 31 December 2014. Moreover the Council had not reconciled the taxable supplies as per the VAT returns for the year to the revenue balances recorded in the general ledger. As a result I was unable to determine whether any adjustments might have been necessary in respect of the Value Added Tax at the beginning or end of the financial year ended 31 December 2014.
- 3) The Council had an inventory balance of \$569,867 recorded as at 31 December 2014. The Council did not carry out stock take at the beginning of the year. Due to the length of time that has lapsed from the current year to the commencement of the audit, I was unable to satisfy myself by alternative means concerning inventory quantities at either beginning or ending of the current year and therefore unable to verify the existence, completeness, accuracy of the inventory balances at 31 December 2014. As a result I was unable to determine whether adjustments might have been necessary in respect of the Council's surplus for the year reported in the statement of profit or loss and other comprehensive income and the cash flows reported in the statement of cash flows.

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 Matters**

- 1) The Council did not provide a risk management policy framework for audit review.
- 2) The Council adopted fund accounting system as a considerable part of annual revenue balance recorded in the general ledger. These are categorised as general rate fund, loan rate fund and street light fund. During 2014, the general fund accounts has continued to incur operating losses of \$5,168,030 compared to \$8,027,029 during 2014. Whilst street light fund and loan rate fund have been incurring surpluses, therefore it can be inferred that losses from the general rate fund are financed from those two fund accounts which are in surplus. The Council maintained that it was not a transfer of funds to general funds and do not require approval of the Minister.

#### **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 International Financial Reporting Standards 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:

- proper books of account have been kept by the Council, so far as it appears from my examination of those books,
- the accompanying financial statements:
  - are in agreement with the books of account; and
  - 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  
17 February 2020

SUVA CITY COUNCIL  
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 DECEMBER 2014

	Notes	2014 \$	2013 \$
<b>Income</b>			
Rates Revenue	6	17,219,334	14,766,722
Business license fees		1,837,194	1,742,743
Fees, charges and rent	7	7,243,648	6,660,472
Amortisation of capital grant		46,443	35,110
Other Income	8	333,986	2,771,939
		<u>26,680,604</u>	<u>25,976,987</u>
<b>Expenses</b>			
Administrative and operating costs	9	(4,058,808)	(4,650,998)
Other expenses	10	(11,449,926)	(9,015,688)
Rate payer services	11	(2,449,653)	(2,161,018)
Street light operating costs		(19,189)	(694,401)
User maintenance costs	12	(3,406,742)	(7,699,341)
		<u>(21,384,317)</u>	<u>(24,221,450)</u>
Finance income		229,489	248,69
Finance cost		(322,865)	(422,88)
Operating surplus for the year		<u>5,202,912</u>	<u>1,581,34</u>
Other comprehensive income		-	-
Total comprehensive income for the year		<u>5,202,912</u>	<u>1,581,34</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 2014

COUNCIL MUNICIPAL FUNDS

	General Rate Fund	Loan Rate Fund	Street Light Fund	Total Council Municipal Funds
	\$	\$	\$	\$
Balance as at 1 January 2013	(36,761,006)	66,844,002	7,823,789	37,706,784
(Deficit)/surplus for the year	(8,027,029)	7,772,331	1,836,044	1,581,346
Balance as at 31 December 2013	(44,788,035)	74,416,332	9,559,833	39,288,131
(Deficit)/surplus for the year	(5,168,030)	7,862,344	2,508,598	5,202,912
Balance as at 31 December 2014	(49,956,065)	82,278,677	12,168,431	44,491,042

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

SUVA CITY COUNCIL  
STATEMENT OF MOVEMENT IN FUNDS  
FOR THE YEAR ENDED 31 DECEMBER 2014

COUNCIL TRUST FUNDS

	Parking Meter Fund	Car Park Fund	Tugi Fund	Total Trust Funds
	\$	\$	\$	\$
Balance as at 1 January 2013	3 499,524	581,153	63,603	4,144,280
Surplus for the year ( Note 13)	(467,460)	-	-	(467,460)
Balance as at 31 December 2013	3,032,064	581,153	63,603	3,676,820
Surplus for the year (Note 13)	(48,898)	-	-	(48,898)
Balance as at 31 December 2014	<u>2,983,166</u>	<u>581,153</u>	<u>63,603</u>	<u>3,627,922</u>

*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 2014

	Notes	2014 \$	2013 \$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	14	15,777,674	14,860,494
Held-to-maturity investments	15	-	2,983,950
Inventories	16	569,867	215,349
Trade and other receivables	17	10,861,142	10,829,096
Loan receivable	24	44,293	43,003
<b>Total current assets</b>		<b>27,052,976</b>	<b>28,931,892</b>
<b>Non-current assets</b>			
Property, plant and equipment	21	16,721,332	14,586,631
Investment properties	22	12,545,749	12,777,811
Intangible assets	23	44,288	20,812
Loan receivable	24	5,145,955	5,190,247
<b>Total non-current assets</b>		<b>34,457,324</b>	<b>32,575,501</b>
<b>TOTAL ASSETS</b>		<b>61,510,300</b>	<b>61,507,393</b>
<b>FUNDS AND LIABILITIES</b>			
<b>Council Municipal Funds</b>			
Accumulated surplus	Page 9	44,491,042	39,288,131
<b>Council Trust Funds</b>			
Parking meter fund	Page 10	2,983,166	3,032,064
Car park fund	Page 10	581,153	581,153
Tugi fund	Page 10	63,603	63,603
<b>Total funds</b>		<b>48,118,964</b>	<b>42,964,950</b>
<b>Current liabilities</b>			
Trade and other payables	18	6,544,640	10,644,976
Employee benefits	19	1,161,124	1,081,679
Interest bearing borrowings	20	1,146,220	1,083,774
<b>Total current liabilities</b>		<b>8,851,984</b>	<b>12,810,429</b>
<b>Non-current liabilities</b>			
Interest bearing borrowings	20	4,310,561	5,456,781
Capital grant in aid	25	228,790	275,234
<b>Total non-current liabilities</b>		<b>4,539,351</b>	<b>5,732,014</b>
<b>TOTAL EQUITY AND LIABILITIES</b>		<b>61,510,300</b>	<b>61,507,393</b>

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 2014

	Note	2014 \$	2013 \$
<b>COUNCIL MUNICIPAL FUNDS</b>			
Cash flows from operating activities			
Receipts from customers		24,543,533	27,115,079
Payment to suppliers and employees		(22,215,750)	(16,273,107)
Cash generated from operating activities		2,327,783	10,842,973
Interest paid		(322,865)	(422,888)
Interest received		76,653	82,602
Net cash inflows from operating activities		2,081,572	10,502,688
Cash flows from investing activities			
Payments for property, plant and equipment		(3,211,508)	(4,086,041)
Receipts from borrowings		3,179,789	201,211
Investments in held to maturity investment		-	(2,000,000)
Net cash outflow from investing activities		(31,720)	(5,884,830)
Cash flows from financing activities			
Repayment of borrowings		(1,083,774)	(996,841)
Net cash flows used in financing activities		(1,083,774)	(996,841)
Net increase in cash and cash equivalents from Council municipal funds		966,078	3,621,017
<b>TRUST FUNDS</b>			
Cash flows from operating activities			
Receipts			
Parking meter collection		539,560	537,311
Payments			
Payments to employees and suppliers - parking meter		(588,458)	(1,004,811)
Net decrease in cash and cash equivalents from Council Trust Fund		(48,898)	(467,500)
Total net increase/(decrease) in cash and cash equivalents		917,180	3,153,517
Cash and cash equivalents at the beginning of the financial year		14,860,494	11,706,977
Cash and cash equivalents at the end of the financial year	14	15,777,674	14,860,494

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 2014

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**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 2014 were authorised for issue by the Acting Chief Executive Officer on \_\_\_\_\_.

**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 2014 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.

SUVA CITY COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2014

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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 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 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%
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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.

Tugi fund

The Urban Governance Initiative Fund has been created for grants received from United Nations Development Programme (UNDP). The fund is used for rural 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 a 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 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 amounts.

SUVA CITY COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014 \$	2013 \$
<b>6. RATES REVENUE</b>		
General	6,219,186	4,260,795
Loan	8,185,209	8,195,218
Street Lights	<u>2,527,787</u>	<u>2,530,446</u>
	16,932,182	14,986,459
Less Discount	(1,442,494)	(2,073,891)
Interest on overdue Rates	<u>1,729,646</u>	<u>1,854,155</u>
	<u><b>17,219,334</b></u>	<u><b>14,766,722</b></u>
<b>7. FEES, CHARGES AND RENT</b>		
	\$	\$
Fees Charges - Stalls, Building Permit, carrier stands, garbage disposal and others	4,038,327	3,705,044
Hire charges - Civic Centre and Parks	188,480	131,748
Rental Revenue - Properties, bus station, carpark, minimarkets and others	<u>3,016,841</u>	<u>2,823,680</u>
	<u><b>7,243,648</b></u>	<u><b>6,660,472</b></u>
<b>8. OTHER INCOME</b>		
	\$	\$
Fees - Gully emptier	41,637	28,978
Outside chargeable jobs (net of expense)/income	(5,779)	17,089
Refund - Training and Productivity Authority of Fiji	40,229	34,681
Grant	2,390	298,160
FRA Revenue	-	2,094,752
Miscellaneous Income	<u>255,509</u>	<u>298,279</u>
	<u><b>333,986</b></u>	<u><b>2,771,939</b></u>
<b>9. ADMINISTRATIVE AND OPERATING COSTS</b>		
	\$	\$
Auditors remuneration	15,217	27,945
Bad debts written off	234,801	769,806
Cleaning materials	279,731	178,130
Doubtful debts expense	2,333,914	1,801,218
Fiji Visitors Bureau Levy	72,094	128,058
Lease charges	69,555	74,084
Legal expenses	85,403	59,950
Printing and Stationery	54,216	104,718
Repairs and maintenance	566	20,643
Security charges	417,619	313,248
Utilities bills	481,872	503,124
Other operating cost	<u>13,820</u>	<u>670,078</u>
	<u><b>4,058,808</b></u>	<u><b>4,650,991</b></u>
<b>10. OTHER EXPENSES</b>		
	\$	\$
Wages and salaries expense	8,822,091	6,965,021
Superannuation	837,545	654,361
Other personnel costs	504,897	357,531
Depreciation expense (property, plant and equipment and investment properties)	1,280,534	1,033,141
Amortisation expense	<u>4,859</u>	<u>5,611</u>
	<u><b>11,449,926</b></u>	<u><b>9,015,664</b></u>
No of employees as at year end:	485	43
<b>11. RATE PAYER SERVICES</b>		
	\$	\$
Dumping fees	668,755	597,031
Refuse collection	555,018	527,760
Cartage cost - green waste	108,662	117,641
Grass cutting	897,983	818,011
Maintenance of drains	198,574	75,161
Other services	<u>20,660</u>	<u>25,401</u>
	<u><b>2,449,653</b></u>	<u><b>2,161,014</b></u>

SUVA CITY COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
	\$	\$
<b>12. USER MAINTENANCE COSTS</b>		
Vehicle expenses	982,217	921,741
Manufacture premix/asphalt	-	98
Tools and materials	101,685	243,708
Hire - skip bins	256,320	265,988
Insurance and other liability	433,558	393,971
Repair and maintenance charges	923,340	427,691
Uniform and protective clothings	106,240	84,09
Phone charges	185,053	92,52
Internet charges	46,157	49,00
Computer, parking meter and other licences	44,364	60,96
Other costs	327,807	5,159,55
	<u>3,406,742</u>	<u>7,699,34</u>
<b>13. SURPLUS FOR TRUST FUNDS</b>	2014	2013
Surplus for the year has been determined after	\$	\$
<b>Parking meter fund</b>		
<u>Total Revenue</u>	<u>539,560</u>	<u>537,31</u>
<u>Total Expenditure</u>		
Salaries and wages	335,342	226,81
Doubtful Debts - Provision	55,320	44,81
Bad Debts - Provision	(930)	574,2
Management expenses	77,262	89,0
Legal expenses	24,708	4,8
Repairs and maintenance	80,869	59,0
Stationery and postage	15,887	5,9
Total expenditure	<u>588,458</u>	<u>1,004,8</u>
Net deficit for the year	<u>(48,898)</u>	<u>(467,4</u>
<b>14. CASH AND CASH EQUIVALENTS</b>	\$	\$
Cash at bank	12,243,939	13,587,8
Cash at bank- Trust funds	3,529,963	1,268,8
Cash on hand	3,773	3,1
Total cash at banks and on hand	<u>15,777,674</u>	<u>14,860,4</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.

<b>15. HELD-TO-MATURITY INVESTMENTS</b>	\$	\$
Merchant Finance	-	2,983,

The term deposit with Merchant Finance Limited is for a term of 2 years with principal of \$977,320 at an interest rate of 4.25 % per annum and had matured on 1 June 2014. Interest earned amounted to \$17,306.71.

The term deposit with Westpac Banking Corporation is for a term of 6 months with principal of \$1,000,000 at an interest rate of 1.00 % per annum and had matured on 1st of April 2014. Interest earned amounted to \$2,500.

The term deposit with Bred Bank is for a term of 6 months with principal of \$1,006,630 at an interest rate of 1.00 % per annum and had matured on 12th of June 2014. Interest earned amounted to \$4,194.29.

SUVA CITY COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
	\$	\$
<b>16. INVENTORIES</b>		
General stores inventory	232,866	120,388
Stationery stock	26,938	24,836
Motor parts	287,630	61,281
Fuel stock	38,085	24,496
Less: provision for obsolescence	(15,651)	(15,651)
<b>Total inventories</b>	<b>569,867</b>	<b>215,349</b>

	\$	\$
<b>17. TRADE AND OTHER RECEIVABLES</b>		
Rates receivables	16,885,708	15,239,901
Less: provision for doubtful debts	(9,700,952)	(7,845,178)
	<u>7,184,756</u>	<u>7,394,723</u>
Other debtors	5,892,401	3,210,128
Less: provision for doubtful debts	(2,660,984)	(2,127,525)
	<u>3,231,417</u>	<u>1,082,604</u>
Accrued revenue	93,746	2,219,456
Prepayments	30,029	26,261
Interest accrued on term deposit and loan	67,829	68,391
Refundable deposit	53,364	37,662
<b>Total Receivables</b>	<b>10,661,142</b>	<b>10,829,096</b>

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

Parking meter receivable of \$750,570 (2013: \$719,029) 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 2014, trade receivables at a nominal value of \$12,361,936 (2013: \$9,972,703) were fully impaired and provided for.

	\$	\$
<b>18. TRADE AND OTHER PAYABLES</b>		
Trade payables	213,836	667,094
Accruals	978,308	5,339,880
Provision for Value Added Tax	2,888,590	2,432,550
Value Added Tax payable / (receivable)	(1,336,962)	(870,780)
Other payables	1,703,678	1,499,050
Sundry deposits		
Tenders	198,849	178,230
Library	11,113	7,190
Performance bond	536,307	98,950
Hall hire	145,614	139,920
Tenancy	107,066	107,060
Building	1,078,785	1,026,350
Others	19,456	19,450
	<u>6,544,640</u>	<u>10,644,970</u>

SUVA CITY COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2014

	2014	2013
	\$	\$
19. <u>Employee benefit</u>		
At 1 January	1,081,679	1,012,518
Movement, net	79,445	69,161
At 31 December	1,161,124	1,081,679
Disclosed as		
Current	1,161,124	1,081,679
Non-current	-	-
Total provisions	1,161,124	1,081,679
20. INTEREST BEARING BORROWINGS	\$	\$
Current		
Fiji National Provident Fund	632,168	593,501
Westpac Banking Corporation	514,051	490,261
Total current	(a) 1,146,220	1,083,772
Non-current		
Fiji National Provident Fund	1,030,829	1,662,911
Westpac Banking Corporation	3,279,732	3,793,711
Total non-current	(b) 4,310,561	5,456,622
TOTAL	5,456,781	6,540,394

Terms and repayments schedule

	2014		2013	
	Nominal interest rate	Year of maturity	Face value	Carrying amount
Fiji National Provident Fund	6.50%	2017	1,662,997	1,662,997
Westpac Banking Corporation	4.50%	2023	1,503,766	1,503,766
Westpac Banking Corporation	4.50%	2020	2,290,017	2,290,017
Closing balance at 31 December			5,456,781	5,456,781

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, 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 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 2014

21. Property, plant and equipment

	Leasehold land	Building	Infrastructure assets	Plant, equipment & machinery	Vehicles	Library books	Aid granted assets	Furniture & fitting	Computer hardware	Leased vehicles	Work in progress
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Year ended 31 December 2013</b>											
Opening carrying value	656,381	2,783,302	4,193,177	1,617,175	173,280	25,157	130,879	120,824	960,095	341,203	295,083
Additions	-	336,690	81,549	480,021	125,313	-	179,464	4,522	12,120	-	2,866,368
Transfers	-	8,133	749,037	3,503	-	-	-	-	1,948	-	(762,621)
Depreciation charge	1,812	(172,489)	(68,875)	(197,031)	(56,470)	(6,072)	(35,110)	(12,549)	(180,949)	(68,241)	-
Closing carrying value	658,193	2,955,636	4,954,888	1,903,669	242,123	19,086	275,234	112,797	793,215	272,962	2,398,829
<b>At 31 December 2013</b>											
Cost	669,216	5,297,616	5,597,264	7,419,892	564,763	300,617	1,586,758	527,566	1,756,685	1,709,759	2,398,829
Accumulated depreciation	(11,023)	(2,341,980)	(642,376)	(5,516,224)	(322,639)	(281,531)	(1,311,525)	(414,769)	(963,470)	(1,436,797)	-
Net book amount	658,193	2,955,636	4,954,888	1,903,669	242,123	19,086	275,234	112,797	793,215	272,962	2,398,829
<b>Year ended 31 December 2014</b>											
Opening carrying value	658,193	2,955,636	4,954,888	1,903,669	242,123	19,086	275,234	112,797	793,215	272,962	2,398,829
Additions	-	2,478	598,470	65,273	921,893	-	-	34,826	1,043	-	1,588,133
Transfers	-	-	456,885	107,504	-	-	-	1,041	-	-	(594,373)
Depreciation charge	(1,773)	(183,099)	(82,424)	(377,816)	(94,818)	(4,514)	(46,443)	(13,428)	(189,564)	(54,592)	-
Closing carrying value	656,420	2,775,015	5,927,819	1,698,629	1,069,198	14,572	228,790	135,236	604,694	218,370	3,392,589
<b>At 31 December 2014</b>											
Cost	669,216	5,300,095	6,652,619	7,592,670	1,486,656	300,617	1,586,758	563,432	1,757,728	1,709,759	3,392,589
Accumulated depreciation	(12,796)	(2,525,079)	(724,800)	(5,894,040)	(417,458)	(286,045)	(1,357,968)	(428,197)	(1,153,034)	(1,491,389)	-
Net book amount	656,420	2,775,015	5,927,819	1,698,629	1,069,198	14,572	228,790	135,236	604,694	218,370	3,392,589

SUVA CITY COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2014

22. INVESTMENT PROPERTIES

	2014 \$	2013 \$
Cost		
At 1 January	18,269,328	18,269,328
At 31 December	<u>18,269,328</u>	<u>18,269,328</u>
Accumulated Depreciation		
At 1 January	5,491,517	5,254,34
Depreciation charge for the year	232,062	237,17
At 31 December	<u>5,723,578</u>	<u>5,491,51</u>
Net book value	<u>12,545,749</u>	<u>12,777,81</u>

23. INTANGIBLE ASSETS

	\$	\$
Computer software - Cost		
At 1 January	259,390	259,3
Additions	(608)	-
Transfers	28,943	
At 31 December	<u>287,725</u>	<u>259,3</u>
Computer software - Accumulated amortisation		
At 1 January	238,578	232,9
Amortisation charge for the year	4,859	5,6
At 31 December	<u>243,437</u>	<u>238,5</u>
Carrying value	<u>44,288</u>	<u>20,8</u>

24. LOAN RECEIVABLE

	\$	\$
At 1 January	5,233,250	5,275,0
Add interest	156,997	158,2
Less repayment	(200,000)	(200,0
Closing balance at 31 December	<u>5,190,247</u>	<u>5,233,2</u>
Disclosed in the statement of financial position as:		
Current	44,293	43,0
Non-current	5,145,955	5,190,2
Total loan receivable	<u>5,190,247</u>	<u>5,233,2</u>

The loan is receivable from Fiji Electricity Authority at an interest rate of 3% per annum. The term of the loan is 86 years ending on 25 July 2065.

25. CAPITAL GRANT IN AID

	\$	\$
At 1 January	275,234	130
Additions	-	179
Released to the profit and loss	(46,443)	(35
Closing balance at 31 December	<u>228,790</u>	<u>275</u>

## 26. 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, Director Administration and Operation, Director Engineering Services, 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 Umaria 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

### Changes in the Management Staff for 2014:

- Chief Executive Officer, Miss Sera Nicholls was employment ceased on 15th March 2011. Mr Chandra Kant Umaria 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 employment ceased 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.

	2014	2013
	\$	\$
Salaries and other short term employee benefits	280,190	331,948

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

## 27. 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 2014

27. FINANCIAL RISK MANAGEMENT - (CONT'D)

(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.

(iii) 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 borrowings ranges from 4.50% to 5.50%.

Variable rate instruments

Interest bearing borrowing

Carrying amount	
2014	2013
\$	\$
5,456,781	6,540,55

**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
<b>31 December 2014</b>				
Interest bearing borrowing	545,678	(545,678)	545,678	(545,678)
<b>31 December 2013</b>				
Interest bearing borrowing	654,055	(654,055)	654,055	(654,055)

(iv) 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.

**Financial assets**

Cash and cash equivalents  
Held-to-maturity investments  
Trade and other receivables

\$	\$
15,777,674	14,860,4
-	2,983,6
10,661,142	10,829,0
26,438,816	28,673,0

**Financial liabilities**

Trade and other payables  
Interest bearing borrowings

6,544,640	10,644,
5,456,781	6,540,
12,001,421	17,185

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

Rates receivables

At 1 January  
Movement, net

7,845,178	6,547,
1,855,774	1,297,
9,700,952	7,845

**31 December**

Other debtors

At 1 January  
Movement, net

2,127,525	1,579
533,459	548
2,660,984	2,127

**31 December**

**Trade and other receivables**  
Neither past due nor impaired  
Past due but not impaired  
Individually impaired

-	
22,778,109	18,450
12,361,936	9,972

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

(v) 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 2014 based on contractual undiscounted payments.

As at 31 December 2014	< 1 Year	1 to 5 years	> 5 years	Total
	\$	\$	\$	\$
Interest bearing borrowings	1,146,220	3,835,100	475,461	5,456,781
Trade and other payables	6,544,640	-	-	6,544,640
	<u>7,690,860</u>	<u>3,835,100</u>	<u>475,461</u>	<u>12,001,421</u>

As at 31 December 2013	1 Year	1 to 5 years	> 5 years	Total
	\$	\$	\$	\$
Interest bearing borrowings	1,083,774	4,496,880	959,900	6,540,554
Trade and other payables	10,644,976	-	-	10,644,976
	<u>11,728,749</u>	<u>4,496,880</u>	<u>959,900</u>	<u>17,185,529</u>

(vi) 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.

	2014	2013
	\$	\$
Interest bearing loans and borrowings	5,456,781	6,540,55
Trade and other payables	6,544,640	10,644,97
Less: cash and cash equivalents and short term deposits	(15,777,674)	(17,844,44)
Adjusted net debt	(3,776,254)	(658,91)
Total Council Funds	<u>48,118,964</u>	<u>42,964,96</u>
Adjusted net debt to adjusted equity ratio (Gearing ratio)	<u>-8%</u>	<u>-</u>

(vii) 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.

(viii) 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 a 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 2014

28. CONTINGENT LIABILITY

Contingent liabilities as at 31 December were as follows:

	2014 \$	2013 \$
Indemnity guarantees	117,766	117,766
Litigation actions	410,000	410,000
	<u>527,766</u>	<u>527,766</u>

The above litigation actions represent a mixture of civil cases brought by the Council or brought against the Council 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.

29. COMMITMENTS

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

Capital commitments	<u>8,500,000</u>	<u>2,500,00</u>
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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	2,545,468	2,598,41
Later than one year but not later than five years	4,861,628	6,914,40
Later than five years	54,119	100,58
	<u>7,461,216</u>	<u>9,613,39</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	76,452	73,9
Later than one year but not later than five years	284,149	267,8
Later than five years	2,828,750	2,895,7
	<u>3,189,352</u>	<u>3,237,5</u>

### 30. 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 \$5,455,823 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 2014 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 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 2014

GENERAL RATE FUNDS - OPERATING STATEMENT	2014 \$	2013 \$
Revenue		
Recurrent		
General rates	6,219,186	4,260,795
Less: Rates discount	<u>1,442,494</u>	<u>2,073,897</u>
	4,776,692	2,186,900
Interest on overdue rates	1,729,646	1,854,151
Interest on loan receivable	156,436	157,891
Fees, charges and rents	7,243,648	6,660,471
Other Income		
Amortisation of capital grant	46,443	35,111
Business and trading licenses	1,837,194	1,742,741
Gully emptier (net)	41,637	28,971
Outside jobs (net)	(5,779)	17,081
Miscellaneous	<u>371,181</u>	<u>2,816,671</u>
<b>Total revenue</b>	<b><u>16,197,098</u></b>	<b><u>15,500,021</u></b>
LESS: Expenditure		
Administrative and operating costs	10,097,376	8,786,351
Auditor's remuneration	15,217	27,941
Bad debts written off	234,801	769,801
Consultants fee	32,188	51,301
Depreciation and amortisation	1,285,393	1,038,711
Engineering services department	1,453,839	5,852,511
Fiji National Provident Fund	837,545	654,301
Garbage and refuse collection	1,332,435	1,242,411
Grass cutting and drain cleaning	897,983	818,011
Health services department	379,883	317,111
Hibiscus festival/ Suva carnival	15,190	19,911
Insurance	433,558	393,911
Provision for doubtful debts	2,333,914	1,801,211
Roads, footpaths and bridges	199,009	75,111
Road signs, road markings and traffic lights	5,035	5,411
TPAF levy	88,941	70,011
Uniforms and protective clothing	106,240	84,011
User maintenance costs	628,201	566,611
Vehicle and plant running expenses	988,378	951,111
<b>Total expenditure</b>	<b><u>21,365,128</u></b>	<b><u>23,527,011</u></b>
<b>Operating deficit for the year</b>	<b>(5,168,030)</b>	<b>(8,027,011)</b>

SUVA CITY COUNCIL  
 DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME (CONT'D)  
 FOR THE YEAR ENDED 31 DECEMBER 2014

LOAN RATE FUND - OPERATING STATEMENT

	2014 \$	2013 \$
Revenue		
Loan Rates	8,135,209	8,195,218
Total revenue	<u>8,135,209</u>	<u>8,195,218</u>
LESS: Expenditure		
Interest on long term borrowings	322,865	422,888
Total expenditure	<u>322,865</u>	<u>422,888</u>
Operating surplus for the year	7,862,344	7,772,331

SUVA CITY COUNCIL  
 DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME (CONT'D)  
 FOR THE YEAR ENDED 31 DECEMBER 2014

TRUST FUND - STREET LIGHT FUND- OPERATING STATEMENT	2014 \$	2013 \$
Revenue		
Street light rate	2,527,787	2,530,446
Total revenue	<u>2,527,787</u>	<u>2,530,446</u>
LESS: Expenditure		
Maintenance of street light	883	99,43
Power consumption	18,306	594,91
Total expenditure	<u>19,189</u>	<u>694,40</u>
Operating surplus for the year	2,508,598	1,836,04

SUVA CITY COUNCIL  
 DETAILED STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME (CONT'D)  
 FOR THE YEAR ENDED 31 DECEMBER 2014

PARKING METER FUND - OPERATING STATEMENT

	2014	2013
	\$	\$
Revenue		
Parking meter		
-collections	333,323	375,201
- fines and court fees	172,964	140,967
- fleet administration	33,268	21,183
Total revenue	539,560	537,352
LESS: Expenditure		
Salaries and wages	335,342	226,899
Management expenses and movements in provision for doubtful debts	131,652	708,102
Legal expenses	24,708	4,810
Repairs and maintenance	80,869	59,087
Stationery and postage	15,887	5,915
Total expenditure	588,458	1,004,812
Net deficit for the year	(48,898)	(467,460)