



# **TAVUA TOWN COUNCIL**

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## **Annual Report for the Year Ended 2012**

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PARLIAMENT OF FIJI  
PARLIAMENTARY PAPER NO.240 OF 2020



# ANNUAL REPORT

Section 19,  
Local Govt Act, Cap. 125

For the Year Ended  
31<sup>st</sup> December 2012

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## **1.0 DIRECTORY**

**LOCATION : 6 NABUNA STREET  
TAVUA**

**TAVUA TOWN COUNCIL OFFICE AT  
NABUNA STREET**



**ADDRESS : P O BOX 532  
TAVUA, FIJI ISLANDS  
PHONE: (679) 6681010  
VODAFONE: (679) 9996130  
EMAIL: [ttc@connect.com.fj](mailto:ttc@connect.com.fj)**

**AUDITORS : AUDITOR GENERAL**

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

## **2.0 BACKGROUND**

### **2.1 HISTORY**

**Tavua** is a town in Fiji 91 kilometres from Nadi and 9 kilometres from the gold mining settlement of Vatukoula. It was formally incorporated as a Town in 1992 with the appointment of its first Mayor, Iliesa Vula from Tavualevu. The town covers a land area of 102 square kilometers.

### **2.2 POPULATION**

Tavua Town has population of 1402 and squatter settlement population of 158. Tavua district population 23,077.

### **2.3 ECONOMY OF TAVUA**

Tavua is a small, quite and an agricultural town. The town's fortunes have risen and fallen with the Emperor Gold Mining Co which mined here from the 1930's until 2006 when the mine was closed. Until then most of the mine's 1800 workers lived in Vatukoula, a purpose built town 9km South of Tavua. The mine reopened on a much reduced scale in 2008 but the town continues to struggle with the resulting economic hardships.

### **2.4 WEATHER OF TAVUA**

Tavua enjoys a tropical climate without great extremes of heat or cold. This area is occasionally traversed by tropical cyclones, and mostly confined between the months of November to 'April every year. Temperatures average 22 degrees Celsius for the cooler months [May to October] while November to April temperatures are higher with heavy down pours.

## **2.5 MEETINGS OF THE COUNCIL**

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

(a)	Ordinary Council Meeting	-	7
(b)	Special Council Meeting	-	2
(d)	Finance, Market and General Purpose Committee Meeting	-	11
(e)	Building, Health and Works Committee Meeting-		11
(f)	Parks, Gardens and Beautification	-	11
(g)	Traffic Management and Market	-	11

## **2.6 SPECIAL ADMINISTRATOR**

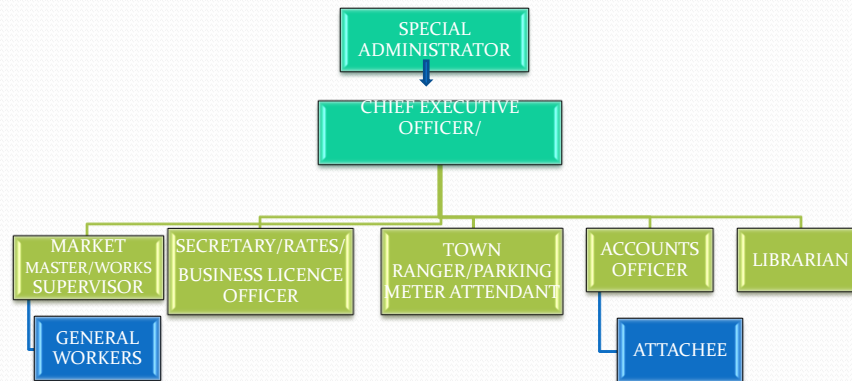
In the absence of an elected Council, the Minister of Local government with the Amended Local Government Act 125, section 9A, (1) & (2) appointed Mr. Chandresh Arun Prasad as the Special Administrator

## **2.7 PRINCIPAL OFFICERS OF THE COUNCIL**

The Principal Officers of the Council were:-

Chief Executive Officer	-	Mr. Tulsi Ram
Accounts Officer	-	Miss Vilimaina Tuidraki
Secretary/Rates/Business Licence Officer	-	Mrs. Praveen Lata Prakash
Market Master/ Works Supervisor	-	Mr. Robert Samuel Reuben
Town Ranger & Parking Meter Attendant	-	Mr. Jone Kuwe Ralulu
Librarian	-	Mrs. Arita Devi

## ORGANIZATION STRUCTURE OF TAVUA TOWN COUNCIL



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## TAVUA TOWN COUNCIL STAFF 2012





## 2.8 UNESTABLISHED SECTION

Works Section - 8

### GENERAL WORKERS 2012



## 3.0 VISION

To work together to enhance our environment, to achieve an outstanding environment, which would be characterised by its natural beauty. (“Go Green)

The Council will support and promote active community participation to achieve a healthy environment, and an efficient infrastructure. (public participation – Talanoa Sessions etc).

We will continue to promote Council's commitment to high standards and quality service for the benefit of the community.

To develop Tavua to be a clean, beautiful, safe, peaceful and prosperous town for our multiracial society.

## 3.1 MISSION

The mission of Tavua Town Council is to provide services and resources that enhance the quality of life for those who live, learn, work and visit our town and transparent governance such that it promotes health, welfare and convenience of the inhabitants.



### **3.2 SERVICES PROVIDED BY COUNCIL**

We are dedicated to providing effective and timely service to the ratepayers and citizens of Tavua with courtesy and respect. The regular services provided by Council are as follows:

- 3.2.1. Street Cleaning
- 3.2. 2 Garbage Collection (household & garden refuse)
- 3.2.3 Municipal Parks and Recreation area
- 3.2.4 Council roads and storm water drainage
- 3.2.5 Street Lights
- 3.2.6 Municipal Market
- 3.2.7 Sanitation Services

### **4.0 HIGHLIGHTS OF YEAR 2012**

- 4.1** During the flooding His Excellency, the President, Honourable Prime Minister, and Minister of Local Govt visited Tavua. Tavua Town Council wishes to convey its gratitude to the President, Prime Minister and the Minister for Local Government for their concerns for the people of Tavua during the recent flooding.

**Hon. Prime Minister with District Officer, Special Administrator, and SDMO**



**HIS EXCELLENCY THE PRESIDENT  
WITH MEMBERS OF STAFF OF  
TAVUA TOWN COUNCIL**



- 4.2** Council organised a Talanoa Session in which Ratepayers and other stakeholders were invited. The session was very encouraging and enlightening for both the Council as well as those present. A PowerPoint presentation on the achievements and aspirations of the Council was done by the Special Administrator.

**4.3 Visit by New Caledonian President**

Council together with District Office hosted the President of New Caledonia and his team.

**NEW CALEDONIA'S PRESIDENT VISITED  
TAVUA TOWN COUNCIL WITH HIS TEAM  
AND DISTRICT OFFICER, TAVUA**



- 4.4** The 2nd Quarter of the year started with yet another national disaster hitting most of the Fiji Islands, mostly the western side. Heavy rain caused flooding on both entrance of the town.

During and after the flooding Tavua Town Council was fully engaged with the Tavua Dismac Team assisting to bring in people into the evacuation centers in the town area.

There were three evacuation centres opened in the town. The four schools, Tavua Primary, Tavua College, Tavua District Primary and Tavua District Secondary were utilized as evacuation centres. Collection of refuse and other assistance were also provided by the Council in these centres.

Council also assisted the District Officer and his team in distributing food rations given by individuals before the DISMAC food distribution began. After the flooding, water supply had been affected in town. Due to the damage to the pump there was no water supply in most part of Tavua District. Council organized provision of water tanks around the town, some in residential and one in the Market. Our workers also distributed water door to door to the residents and also to the business houses. Members of the public who needed water were also given water from the bore well.

## WATER BEING DISTRIBUTED BY COUNCIL WORKERS

**WATER SUPPLIED IN  
RESIDENTIAL AREA**



**COUNCIL BOREHOLE AT  
GARVEY PARK FROM WHICH  
WATER WAS SUPPLIED**



#### **4.5 Crime Prevention Committee and NCD Committee**

Tavua Town Council is also a member of the Tavua District Crime Prevention Committee and the Tavua District NCD Committee. For the Crime Prevention Committee is working towards preventing crime in the district including town.

The Police Department with the assistance of the youths from the nearby village formed a POL team. This when the Police and the members of the public especially the youths get together and patrol the town during the night to see that no crime is committed in town.

The Medical Team is also part of the Committee and emphasizes on NCD. The Three are working together to reduce the NCD cases in the district. Medical checks, exercise and eating right are the main topics.

#### **4.6 Shibushi City Model of Waste Management**

Council Works Supervisor attended JICA organized training in Japan, in Shibushi city, to see their model of waste management.

#### **4.7 GoldnWater Carnival**

The council is closely working with the GoldnWater Carnival committee to beautify and upgrade some of the gardens and parks. The Carnival is annual event money raised will be used for beautification and upgrading projects in town

**POLICE BAND ENTERTAINING THE CROWD  
DURING FLOAT**





#### 4.8 Yellow Ribbon Initiative

Council supported the Yellow Ribbon Initiative and members of the Council participated in the march and other functions organized.



### 5.0

#### ADMINISTRATION AND FINANCE

##### 5.1 LAND VALUATION AND RATE

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

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

## 5.2 RATE LEVY FOR YEAR 2012

<u><b>RATE</b></u>	<u><b>LEVY</b></u>	<u><b>UCV</b></u>	<u><b>RATE REVENUE</b></u>
General	\$0.0089c + VAT	\$4,302,300	\$44,034
Special Loan Rate	\$0.004 c + VAT	\$5,096,600	\$23,444
Agricultural	\$0.006c + VAT	\$ 207,600	\$ 1,432
<b>TOTAL</b>		<b>\$9,606,500</b>	<b>\$68,910</b>

## 5.3 RATE ASSESSMENTS/RATEPAYERS

Total No. of Ratepayers - 247

## 5.4 RECURRENT REVENUE AND EXPENDITURE

The total recurrent revenue and expenditure of the Council for fiscal year ending December 2012 were as follows:

	<u><b>RECURRENT REVENUE</b></u>	<u><b>RECURRENT EXPENDITURE</b></u>	<u><b>SURPLUS (DEFICIT)</b></u>
General Funds	\$235,378	\$697,035	(\$461,657)
Special Streetlight	\$ 18,988	\$29,136	(\$10,148)
Parking Meter	\$12,574	\$11,894	\$680
<b>TOTAL</b>	<b>\$</b>	<b>\$733,017</b>	<b>(\$440,304)</b>

## **5.5 RATES REPORT**

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

<b>RATES COLLECTED STATUS</b>	<b>AMOUNT</b>
Rates collected as at 31/12/12	\$56,289
% current Collected as at 31/12/12	85%
% Arrears Collected as at 31/12/12	63%

## **6.0 FIRE SERVICES**

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

## **7.0 PARKS AND RECREATIONAL FACILITIES**

### **7.1 Garvey Park – Stadium**

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

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

### **7.2 Children's Park**

Children's Park at Nabuna Street sponsored by Supreme Fuel Ltd. All playing facilities repaired and painted and kept up to date. Every year Supreme Fuel funds \$2,000 for repair and maintenance of the park.



### 7.3 Beautification

Council took advantage of the rainy season to plant trees and flowers to make our environment more nature friendly. A women's organisation WAPA (Women's Action in Poverty Alleviation) assisted Council in planting trees around our municipality.

#### **TREE PLANTING (WAPA ladies assisting Council in planting trees )**



- Council took advantage of the rainy season to plant trees and flower s to make our environment more nature friendly. A women's organisation WAPA (Women's Action in Poverty Alleviation) assisted Council in planting trees around our municipality.

#### **COUNCIL WORKERS PLANTING TREES (GO GREEN)**



Roads curbs and gardens also painted as part of the Council's beautification program

## ROAD/GARDENS CURBS PAINTED



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### 7.4 Streetlights

Regular repair and maintenance works carried out on the streetlights with assistance from Ba Town Council electricians. Due to the heavy rain and flooding there was power blackout in Tavua for 2 to 3 days and it was encouraging to note that the 6 solar streetlights were fully functional.

#### REGULAR REPAIR AND MAINTENANCE WORKS CARRIED OUT ON THE STREETLIGHTS WITH ASSISTANCE FROM BA TOWN COUNCIL ELECTRICIANS AS PART OF INTERGERATED APPROACH



## **8.0 PUBLIC HEALTH**

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

### **8.1 Environmental Sanitation**

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

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

Public Health Licence was issued for under mentioned premises for year 2012. Some were for renewal of existing premises and some for new operations.

Hotels	1
Restaurants	1
Restaurants and Refreshment Bars	4
Refreshment Bars and Takeaways	9
Restaurants with Liquor	1
Bake Houses	1
Butcher Shops	2
Hair Dressers/Barbar Shops	10
<b>TOTAL</b>	<b>29</b>

### 8.1.2 Public Health

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

	<u>INSPECTIONS</u>	<u>REINSPECTIONS</u>	<u>TOTAL</u>
House to House Inspection Of District	35	35	70
Investigation of Complaints, Nuisances etc	69	69	138
New Building sites before approval			
New Building Works in Progress			
Factories and Workshops			
Schools			
Hairdressers, Chiropodists etc			
Food shops, Food stores, Markets			
Eating Houses and Ice-cream Premises			
Bakehouses			
Butcher Shops			
Church			
Sanitary			
Hotels			
Business Houses			
Vacant Lots	84	84	168
<b><u>TOTAL</u></b>	<b>188</b>	<b>188</b>	<b>376</b>

### 8.1.3 Summary of Sanitary Improvements

<u>ITEMS</u>	<u>ORDERED</u>	<u>COMPLETED</u>
Repairing of Buildings		
Improvements to Lighting and Ventilation of Buildings		
Removal of Unauthorised Erections		
Provision of Garbage Tins		
Filling of Unsanitary Privies		
Repairing or cleansing of bathroom or washing Place		
New Kitchens		
Repairing or cleansing of Kitchens		
Provision of drains		
Repairing or Cleansing of Drains	258	258
Removal of accumulations of refuse etc		
Clearing of overgrowth of grass		
Abatement of nuisances from animals or Poultry		
Abatement of mosquito breeding		
Cleansing of food premises		
Structural Improvements to Food Premises		
Cleansing of Food Vehicles		
Cleansing or improvement of hairdressers premises		
Improvement of Schools		
Bailing of Septic Tank		
Abatement of Noise Nuisance		
Impounding of Stray Cattle		
Provision of Garbage Tins		
Closing Order		
Public Health Nuisance	14	14
<b>TOTAL</b>	<b>272</b>	<b>272</b>

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

Intimation Notice Served	-	22
Statutory Notices Served	-	15



### 8.1.5 Litter Prevention

Council has appointed two litter pickers to be full-time on the streets with their wheelbarrow and rake.



Council was assisted by Total Service Station with five street rubbish bins and BSP bank who donated another 5 bins.



Anti Litter notice boards were placed at locations to create awareness on littering.



#### **8.1.6 Garbage/Refuse Collection and Disposal**

Due to heavy rain and flooding in the first and second quarter of the year, council carried out series of cleanup campaigns. Tavua Town was not much affected by floods, but the heavy down pour caused damages to the infrastructure and increase in green vegetation. General clean up of town was done to remove mostly green waste.





### **8.1.7 Overgrowth**

Inspections of properties were carried out and notices issued for overgrowth and other nuisances.

### **8.1.8 Regular Monthly Cleanups**

Due to heavy rain and flooding, council carried out series of cleanup campaigns throughout the year.

### **8.1.9 Public Convenience**

The public toilet has been maintained regularly. Council continues to repair and maintain it up to standard. Regularly cleaned using disinfectants.

### **8.1.9 Health Inspections**

Council engaged the services of Health Inspector from Tavua Rural Local Authority. Approval granted by Central Board of Health. Tavua Rural Authority partook a “Part-time” assignment with the Council and executed the duties as per Public Health Act.

### **8.2.0 Mosquito Control**

Council is grateful to Vatukoula Gold Mines for allowing us to use their mosquito spraying machine. With this machine Council carried out mosquito spraying more effectively.



## 9.0 TOWN PLANNING AND BUILDING

Council engaged Ba Town Council Building Inspector to look after Town Planning and Building Section.

### 9.1 Building Statistics

#### 9.1.1 Building Applications Received for Consideration

<b><u>TYPE OF DEVELOPMENT</u></b>	<b><u>NUMBER</u></b>	<b><u>VALUE</u></b>
Commercial Buildings/Extension	6	\$76,740
Residential	7	\$292,193
Miscellaneous Works	2	\$21,700
<b>TOTAL</b>	<b>15</b>	<b>\$390,633</b>

#### 9.1.2 Building Applications Approved

<b><u>TYPE OF DEVELOPMENT</u></b>	<b><u>NUMBER</u></b>	<b><u>VALUE</u></b>
Commercial Extension	1	\$30,000
Residential	2	\$108,531
Miscellaneous Works	0	Nil
<b>TOTAL</b>	<b>3</b>	<b>138,531</b>

### 9.1.3 Completion Certificate Issued - Nil

<u>TYPE OF DEVELOPMENT</u>	<u>NUMBER</u>	<u>VALUE</u>
New Dwelling	1	\$91,800
Commercial	6	\$76,740
<b><u>TOTAL</u></b>	<b><u>7</u></b>	<b><u>\$168,540</u></b>

### 9.1.4 Building Permit Fees

The total revenue for issuance of building permit was \$1,084.

## 10.0 MARKET

The Market was under the management of a Market Master.

### 10.1 Revenue

Breakdown of revenue received from Market is as follows.

<b>SOURCE</b>	<b>2012</b>	<b>2011</b>
Market Stall Fees	\$74,623	\$78,367
Fish Market Fees	\$2,671	\$4,787
Lockup Shop Rental	\$7,671	\$9,281
<b>TOTAL</b>	<b>\$84,965</b>	<b>\$92,435</b>

### 10.2 Tavua Municipal Market

During the flooding Tavua Municipal Market did not have its normal market vendors. Most of the vendors are leaving outside of town and had been stranded due to damages to the roads or

washing away of bridges etc. Though Tavua Town Council is a small Council but its Municipal Market has sufficient space and stalls to cater for the people of Tavua.

### **10.3 Market Washing**

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

## **11.0 BUSINESS LICENSING**

The Council is the Licensing Authority under Business Licensing Act, Cap 204 and businesses were issued with Licenses to operate. Total Business Licence fee collected for year 2011 \$70,009. The business licence fee increased in year 2011 led to the increase in revenue.

## **12.00 REPAIR AND MAINTENANCE WORKS**

### **12.1 DAMAGED CHAMBERS**

#### **DAMAGED CHAMBERS REPLACED/ REPAIRED ON KINGS ROAD, REAR LANE**



## 12.2 DAMAGED V-DRAIN REPAIRED

Drains repaired when the need arose. Due to heavy rain and flooding lot of drains were damaged and needed maintenance.



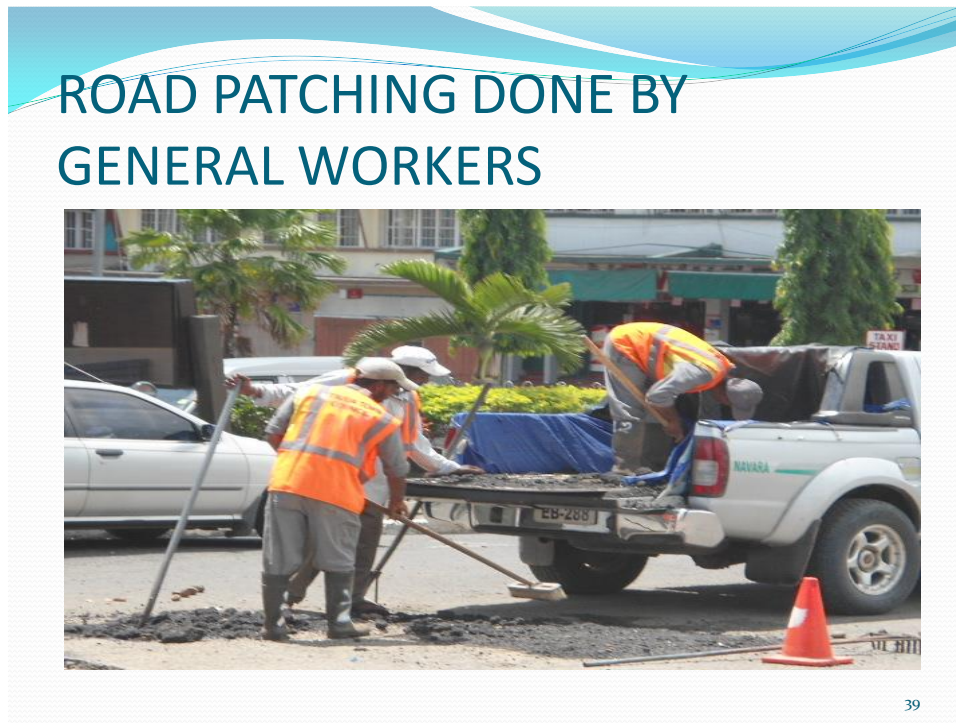
## 12.3 MARKING OF MINI BUS BASE AND RESERVED PARKING AREAS





## 12.4 Road Maintenance

Road maintenance and patching works carried out by Council from time to time.



## 13.0 PARKING METERS AND OTHER TRAFFIC RELATED ISSUES

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

Total meters in operation	-	58
Total revenue collected during the year	-	\$12,574
Total Expenditure for the year	-	\$11,894

## 14.0 PROJECTS UNDERTAKEN

- 14.1 Benches and tables has been constructed on the Council reserve near the Tavua Magistrates Court Previously there was one bench and other people sat around on the ground when the bench was occupied. This being a central sport for the people walking around the town either going to the Court House, Police Station, Hospital etc stopped for a break here.

Council upgraded the area and provided benches and table. The sitting capacity now is approximately 15 people, a place to relax, read newspapers or just to pass time. Appreciation has been received from many people especially the senior citizens

### THE SITTING AND RESTING AREA NEAR THE TAVUA MAGISTRATE'S COURT



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#### 14.2 Locality Map of Tavua Town

Council also installed a Locality Map of Tavua Town showing the locations of schools, banks, churches, parks, temple, mosque, public convenience, carrier, bus/carrier stands, government organisations, service stations and other places of our town.



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## 15.0 CONCLUSION

Concil was able to fulfill its duties and obligations as required of it under Sec 88 of Local Government Act.

The Council provided the best level of services it could afford within its limited resources and workforce. Council has been able to maintain able staff and unestablished workforce who are willing to work around the clock to ensure any works that need attention are carried out without delay.

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

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

.....  
TULSI RAM  
for CHIEF EXECUTIVE OFFICER

REPUBLIC OF FIJI

OFFICE OF THE AUDITOR GENERAL



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



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



Excellence in Public Sector Auditing

File: 987

1 May 2014

Mr. Praveen Bala  
Special Administrator  
Tavua Town Council  
P O Box 532  
TAVUA

Dear Mr. Bala

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**AUDIT OF THE ACCOUNTS OF THE TAVUA TOWN COUNCIL FOR THE YEAR ENDED 31  
DECEMBER 2012**

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Two copies of the audited financial statements of the Tavua Town Council for the year ended 31 December 2012 together with an audit report on them are enclosed.

A copy of the audit report is being sent to the Minister for Local Government, Urban Development, Housing and Environment in accordance with section 53 of the Local Government Act.

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

Yours sincerely

Tevita Bolanavanua  
**AUDITOR GENERAL**

cc: Minister for Local Government, Urban Development, Housing & Environment  
Mr. Tulsi Ram, Chief Executive Officer for Tavua Town Council

Encl.

**TAVUA TOWN COUNCIL**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2012**

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# REPUBLIC OF FIJI

## OFFICE OF THE AUDITOR GENERAL



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



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



Excellence in Public Sector Auditing

### TAVUA TOWN COUNCIL

### FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### INDEPENDENT AUDIT REPORT

I have audited the accompanying financial statements of Tavua Town Council, which comprise the statement of financial position as at 31 December 2012, the statement of income and expenditure, statement of cash flows for the year then ended and a summary of significant accounting policies and other explanatory information as set out on pages 9 to 13.

#### *Management's Responsibility for the Financial Statements*

The Special Administrator and management are responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards for Small and Medium Sized Entities and the requirements of Section 57 (2) of the Local Government Act. These responsibilities include: designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error, selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances.

#### *Auditor's Responsibility*

My responsibility is to express an opinion on these financial statements based on my audit. I have conducted my audit in accordance with International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Council's preparation and fair presentation of the financial statements 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 the Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### Basis for Disclaimer of Opinion

1. Included in property, plant and equipment (Note 4) are roads, drains and footpaths with written down value of \$1,873,577 as at 31 December 2012. All Municipal roads have been transferred to the Fiji Roads Authority (FRA) in accordance with the FRA Amendment Decree 2012. Consequently, property, plant and equipment is overstated in the financial statements.



2. Tavua Town Council is a Municipal Council and the Financial Statements are required to be prepared in accordance with the International Financial Reporting Standards for Small and Medium Entities ("IFRS for SMEs"). The Council is yet to comply with IFRS for SMEs as required for general purpose financial statements. Accordingly, I am unable to determine the impact on the financial statements of the Council if any, adjustment which may be necessary if the financial statements were prepared under IFRS for SMEs.

**Disclaimer of Opinion**

Because of the significance of the matters described in the basis for qualified opinion paragraphs, I am unable to and do not express an opinion as to whether the financial statements present fairly in accordance with International Financial Reporting Standards for Small and Medium Sized Entities the financial position of Tavua Town Council as at 31 December 2012 and the results of its operations for the year then ended.



Tevita Bolanavanua  
**AUDITOR GENERAL**

Suva, Fiji

1 May 2014



TAVUA TOWN COUNCIL  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2012



TAVUA TOWN COUNCIL  
GENERAL FUND ACCOUNT  
STATEMENT OF FINANCIAL POSITION  
AS AT 31 DECEMBER 2012

	Notes	2012 \$	2011 \$
<b>CURRENT ASSETS</b>			
Cash at bank and on hand	2	39,768	71,116
Receivables	3	13,866	21,831
Deferred interest		2,804	4,949
Other debtors		5,603	4,706
<b>TOTAL CURRENT ASSETS</b>		<u>62,041</u>	<u>102,602</u>
<b>NON CURRENT ASSETS</b>			
Property, plant and equipment	4	<u>3,169,513</u>	<u>3,597,735</u>
<b>TOTAL NON CURRENT ASSETS</b>		<u>3,169,513</u>	<u>3,597,735</u>
<b>TOTAL ASSETS</b>		<u><b>3,231,554</b></u>	<u><b>3,700,337</b></u>
<b>CURRENT LIABILITIES</b>			
Accounts payable and accruals		22,542	17,529
VAT payable		12,592	7,440
Finance lease	5	<u>7,150</u>	<u>7,150</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>42,284</u>	<u>32,119</u>
<b>NON-CURRENT LIABILITIES</b>			
Finance lease	5	<u>7,157</u>	<u>14,300</u>
<b>TOTAL NON CURRENT LIABILITIES</b>		<u>7,157</u>	<u>14,300</u>
<b>TOTAL LIABILITIES</b>		<u><b>49,441</b></u>	<u><b>46,419</b></u>
<b>NET ASSETS</b>		<u><b>3,182,113</b></u>	<u><b>3,653,918</b></u>
<b>MUNICIPAL FUNDS</b>			
Accumulated deficit	7	(1,152,387)	(680,582)
Asset revaluation reserves	6	<u>4,334,500</u>	<u>4,334,500</u>
<b>TOTAL MUNICIPAL FUNDS</b>		<u><b>3,182,113</b></u>	<u><b>3,653,918</b></u>

The Statement of Financial Position to be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 9 to 13.

In our opinion the Financial Statements have been properly drawn up so as to show a true and fair view of the Tavua Town Council's operations for the year ended 31 December 2012 and of the state of affairs as at that date.

  
TULSI RAM  
TOWN CLERK / CEO  
DATE:

  
PRAVEEN BALA  
SPECIAL ADMINISTRATOR  
DATE:

**TAVUA TOWN COUNCIL  
GENERAL FUND ACCOUNT  
STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2012**

	<b>2012</b>	<b>2011</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
Advertising	180	-
Building fees	1,084	1,182
Business, trading and other licenses	70,009	44,347
Bus station	5,822	11,266
General rates	37,301	53,229
Interest - overdue rates	950	2,562
Library	16	50
Market fees and charges	77,294	83,033
Miscellaneous	4,952	15,178
Parks and ground fees	9,858	11,612
Rent from property	8,626	10,394
Taxi, bus and carrier stand fees	19,286	21,131
<b>Total Income</b>	<b>235,378</b>	<b>253,984</b>
<b>EXPENDITURE</b>		
Administration	107,937	98,928
Bank charges	-	745
Council expenses	17,055	15,515
Depreciation	428,482	427,439
Building health & safety	92,798	99,095
Library	4,322	2,171
Market expenses	16,346	12,987
Park and beautification	27,816	25,453
Property maintenance	2,279	6,555
<b>Total Expenditure</b>	<b>697,035</b>	<b>688,888</b>
<b>Net deficit for the year</b>	<b>(461,657)</b>	<b>(434,904)</b>
Accumulated deficit at the beginning of the year	(689,284)	(254,380)
<b>Accumulated deficit at the end of the financial year</b>	<b>(1,150,941)</b>	<b>(689,284)</b>

TAVUA TOWN COUNCIL  
STREETLIGHT RATE FUND  
STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
<b>INCOME</b>		
Streetlight rate	18,988	23,038
<b>Total Income</b>	<u>18,988</u>	<u>23,038</u>
<b>EXPENDITURE</b>		
Streetlight charges & maintenance	29,136	28,044
<b>Total Expenditure</b>	<u>29,136</u>	<u>28,044</u>
<b>Net deficit for the year</b>	<b>(10,148)</b>	<b>(5,006)</b>
Accumulated funds at the beginning of the year	78,057	83,063
<b>Accumulated fund at the end of the financial year</b>	<u><u>67,909</u></u>	<u><u>78,057</u></u>

**TAVUA TOWN COUNCIL  
PARKING METER ACCOUNT  
STATEMENT OF FINANCIAL POSITION  
AS AT 31 DECEMBER 2012**

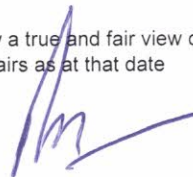
	Notes	2012 \$	2011 \$
<b>CURRENT ASSETS</b>			
Cash at bank	2	107	3,252
Receivables	3	1,179	146
<b>TOTAL CURRENT ASSETS</b>		<u>1,286</u>	<u>3,398</u>
<b>NON CURRENT ASSETS</b>			
Property, plant and equipment	4	<u>3,009</u>	<u>5,806</u>
<b>TOTAL NON CURRENT ASSETS</b>		<u>3,009</u>	<u>5,806</u>
<b>TOTAL ASSETS</b>		<u>4,295</u>	<u>9,204</u>
<b>CURRENT LIABILITIES</b>			
Accounts payable and accruals		8	150
VAT payable		2,152	1,610
Term loan	5	<u>6,984</u>	<u>9,996</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>9,144</u>	<u>11,756</u>
<b>NON CURRENT LIABILITIES</b>			
Term loan	5	<u>1,284</u>	<u>4,261</u>
<b>TOTAL NON CURRENT LIABILITIES</b>		<u>1,284</u>	<u>4,261</u>
<b>TOTAL LIABILITIES</b>		<u>10,428</u>	<u>16,017</u>
<b>NET ASSETS</b>		<u>(6,133)</u>	<u>(6,813)</u>
<b>MUNICIPAL FUNDS</b>			
Accumulated deficit	7	(8,350)	(9,030)
Asset revaluation reserves	6	<u>2,217</u>	<u>2,217</u>
<b>TOTAL MUNICIPAL FUNDS</b>		<u>(6,133)</u>	<u>(6,813)</u>

*The Statement of Financial Position to be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 9 to 13.*

In our opinion the Financial Statements have been properly drawn up so as to show a true and fair view of the Tavua Town Council's operations for the year ended 31st December 2012 and of the state of affairs as at that date



**TULSI RAM**  
TOWN CLERK / CEO  
DATE:



**PRAVEEN BALA**  
SPECIAL ADMINISTRATOR  
DATE:

TAVUA TOWN COUNCIL  
PARKING METER ACCOUNT  
STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
<b>INCOME</b>		
Tolls	4,713	6,827
Infringement fines	3,933	5,943
Others	3,928	2,921
<b>Total Income</b>	<u>12,574</u>	<u>15,691</u>
<b>EXPENDITURE</b>		
Bank fees and charges	632	128
FNPF	398	395
Insurance	731	-
Interest on loan	1,468	3,700
Legal fees	40	879
Depreciation	2,797	2,797
Miscellaneous	-	1,400
Printing & stationary	-	157
Repairs & maintenance/ certification	-	64
Salaries & wages	5,828	6,331
TPAF	-	49
Uniforms & boots	-	185
<b>Total Expenditure</b>	<u>11,894</u>	<u>16,085</u>
<b>Net surplus / (deficit) for the year</b>	<b>680</b>	<b>(394)</b>
Accumulated deficit at the beginning of the year	(9,052)	(8,658)
<b>Accumulated deficit at the end of the financial year</b>	<u><b>(8,372)</b></u>	<u><b>(9,052)</b></u>



TAVUA TOWN COUNCIL  
GENERAL FUND ACCOUNT  
STATEMENT OF CASH FLOW  
FOR THE YEAR ENDED 31 DECEMBER 2012

	Notes	2012 \$ Inflows/ (Outflows)	2011 \$ Inflows/ (Outflows)
<b>Cash flows from operating activities</b>			
Receipts from customers		262,331	253,157
Payments to trade creditors, other creditors and employees		(286,269)	(276,498)
Interest received		-	2,157
<b>Net cash used by operating activities</b>	12 (a) (i)	<u>(23,938)</u>	<u>(21,184)</u>
<b>Cash flows from investing activities</b>			
Acquisition of property, plant & equipment		<u>(260)</u>	<u>(5,000)</u>
<b>Net cash used in investing activities</b>		<u>(260)</u>	<u>(5,000)</u>
<b>Cash flows from financing activities</b>			
Repayment of borrowings		<u>(7,150)</u>	-
<b>Net cash used by financing activities</b>		<u>(7,150)</u>	-
Net decrease in cash and cash equivalents		(31,348)	(26,184)
Cash and cash equivalent at the beginning of the year		71,116	97,300
<b>Cash and cash equivalent at the end of the year</b>	12 (a) (ii)	<u><b>39,768</b></u>	<u><b>71,116</b></u>

*The Statement of Cash flow to be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 9 to 13.*

TAVUA TOWN COUNCIL  
PARKING METER ACCOUNT  
STATEMENT OF CASH FLOW  
FOR THE YEAR ENDED 31 DECEMBER 2012

	Notes	2012 \$ Inflows/ (Outflows)	2011 \$ Inflows/ (Outflows)
<b>Cash flows from Operating Activities</b>			
Receipts from customers		11,541	15,691
Payments to trade creditors, other creditors and employees		<u>(8,697)</u>	<u>(13,134)</u>
<b>Net cash provided by operating activities</b>	13 (a) (i)	<u>2,844</u>	<u>2,557</u>
<b>Cash flows from Financing Activities</b>			
Repayment of borrowings (net)		<u>(5,989)</u>	<u>(4,796)</u>
<b>Net cash used by financing activities</b>		<u>(5,989)</u>	<u>(4,796)</u>
Net decrease in cash and cash equivalents		(3,145)	(2,239)
Cash and cash equivalent at the beginning of the year		3,252	5,491
<b>Cash and cash equivalent at the end of the year</b>	13 (a) (ii)	<u><u>107</u></u>	<u><u>3,252</u></u>

*The Statement of Cash flow To be read in conjunction with the notes to and forming part of the Financial Statements set out on pages 9 to 13.*

**TAVUA TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2012**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Set out hereunder are the significant accounting policies adopted by the Council in the preparation of the Accounts for the year ended 31 December 2012. Unless otherwise stated similar policies were followed in the previous year. All amounts are stated in Fijian currency.

**(a) Basis of Accounting**

The accrual basis of accounting is adopted for all financial transactions since 2009, prior to the year 2009, the cash basis of accounting was used by the Council.

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

Property, Plant and Equipment are disclosed at a fair value. The revaluation was carried out by Professional Valuations Limited on 04 June 2010. There wasn't any significant changes in the value of Property, Plant and Equipment.

**(c) Revenue Recognition**

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

**(d) Trade & Other Receivables**

Receivables are stated at expected realisable value as certified by the Council. A provision is raised for any doubtful debts based on a review by Council of all outstanding amounts at year end. Bad debts are written off during the year in which they are identified.

**(e) Trade & Other Payables**

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

**(f) Income Tax**

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

**(g) Comparatives**

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

<b>NOTE 2. CASH AT BANK</b>	<b>2012</b>	<b>2011</b>
	<b>\$</b>	<b>\$</b>
<b>General Fund</b>		
Cash on Hand	50	50
Challenge Fund Account	6,543	6,603
Special Community Account	38,572	38,632
General Fund	(5,397)	25,831
	<u>39,768</u>	<u>71,116</u>
<b>Parking Meter</b>		
Parking Meter - ANZ	(726)	3,252
Cash on hand	833	-
	<u>107</u>	<u>3,252</u>

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

NOTE 3.	RECEIVABLES	2012 \$	2011 \$
	<b>General Fund</b>		
	Rate debtors	6,115	4,474
	Sundry debtors	7,751	17,357
		<u>13,866</u>	<u>21,831</u>
	<b>Parking Meter</b>		
	Sundry debtors	<u>1,179</u>	<u>146</u>
NOTE 4.	<b>Property, Plant &amp; Equipment</b>		
	(a) <b>Land</b>		
	Revaluation	310,000	310,000
	Accumulated depreciation	-	-
	Depreciation for the year	-	-
		<u>310,000</u>	<u>310,000</u>
	<b>Building</b>		
	Revaluation	1,026,890	1,026,308
	Accumulated depreciation	(66,771)	(33,379)
	Additions	-	582
	Depreciation for the year	(33,409)	(33,392)
		<u>926,710</u>	<u>960,119</u>
	<b>Motor vehicle</b>		
	Revaluation	19,131	24,000
	Accumulated depreciation - disposal	-	2,800
	Additions	-	19,131
	Disposals	-	(24,000)
	Depreciation for the year	(3,826)	(2,800)
		<u>15,305</u>	<u>19,131</u>
	<b>Office furniture - at cost</b>		
	Revaluation	12,000	12,000
	Accumulated depreciation	(3,722)	(1,861)
	Depreciation for the year	(1,861)	(1,861)
		<u>6,417</u>	<u>8,278</u>
	<b>Plant, machinery &amp; equipment</b>		
	Revaluation	35,063	35,063
	Accumulated depreciation	(16,523)	(8,207)
	Additions	260	-
	Depreciation for the year	(8,316)	(8,316)
		<u>10,484</u>	<u>18,540</u>
	<b>Street lights</b>		
	Revaluation	38,600	38,600
	Accumulated depreciation	(7,720)	(3,860)
	Depreciation for the year	(3,860)	(3,860)
		<u>27,020</u>	<u>30,880</u>
	<b>Roads and drains</b>		
	Revaluation	3,004,841	3,004,841
	Accumulated depreciation	(754,054)	(376,844)
	Depreciation for the year	(377,210)	(377,210)
		<u>1,873,577</u>	<u>2,250,787</u>
	<b>Written down value</b>	<u>3,169,513</u>	<u>3,597,735</u>
	<b>Parking Meters</b>		
	Revaluation	11,400	11,400
	Accumulated depreciation	(5,594)	(2,797)
	Depreciation for the year	(2,797)	(2,797)
		<u>3,009</u>	<u>5,806</u>

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

NOTE 5.	Finance Lease ( Merchant Finance )	2012 \$	2011 \$
	<u>General Fund</u>		
	Balance as at 1 January	21,450	-
	Loan Raised	-	16,500
		21,450	16,500
	Interest & Charges	7	4,950
		21,457	21,450
	Repayment	7,150	-
		<u>14,307</u>	<u>21,450</u>

The finance lease contract was entered into on 6 December 2011 with monthly payment of \$596.00 over 36 consecutive periods. This was to finance the purchase of a second hand Nissan Navara 4x4 Double Cab registration number EB288

Future commitments in respect of finance lease are as follows:

Within one year	7,150	7,150
After one year but not more than five years	7,157	14,300
	<u>14,307</u>	<u>21,450</u>

	2012 \$	2011 \$
<u>Parking Meter - Term Loan (BSP)</u>		
Balance as at 1 January	14,257	19,053
Loan raised	-	-
	14,257	19,053
Bank fees	-	-
Interest & charges	3,012	3,700
	17,269	22,753
Repayment	(9,001)	(8,496)
	<u>8,268</u>	<u>14,257</u>
Represented in the balance sheet as:		
Current	6,984	9,996
Non-current	1,284	4,261
	<u>8,268</u>	<u>14,257</u>

The loan raised under the provision of the Local Government Act is covered by registered mortgage No. 307227 by the Town Council over crown lease no: 11197 and limited guarantee by the Government of Fiji.

NOTE 6.	RESERVES		
	<u>Asset Revaluation Reserve - General Fund</u>		
	Opening balance	4,334,500	4,334,500
	Valuation during the year	-	-
	Asset revaluation reserve	<u>4,334,500</u>	<u>4,334,500</u>
	<u>Asset Revaluation Reserve - Parking Meter</u>		
	Opening balance	2,217	2,217
	Valuation during the year	-	-
	Asset revaluation reserve	<u>2,217</u>	<u>2,217</u>

NOTE 7.	ACCUMULATED DEFICIT	2012 \$	2011 \$
	<u>General Fund</u>		
	Accumulated deficit - general fund (Page 3)	(1,150,941)	(689,284)
	Street Light Account (Page 4)	67,909	78,057
	Prior year adjustment	(69,355)	(69,355)
		<u>(1,152,387)</u>	<u>(680,582)</u>

Prior year adjustment of \$69,365 represent the rate debts reversed by Council while \$22.00 represent a stale cheque written off.



**TAVUA TOWN COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS (CONT'D)**  
**FOR THE YEAR ENDED 31 DECEMBER 2012**

		2012 \$	2011 \$
	<b>Parking Meter</b>		
	Accumulated deficit (Page 6)	(8,372)	(9,052)
	Prior year adjustment	22	22
		<u>(8,350)</u>	<u>(9,030)</u>
<b>NOTE 8.</b>	<b>DEFERRED INTEREST</b>	<u>2,804</u>	<u>4,949</u>
	The above relates to the upfront interest charged by the Merchant Finance on a finance lease.		
<b>NOTE 9.</b>	<b>CAPITAL COMMITMENTS</b>		
	Capital commitment as at 31 December 2012 was Nil.		
<b>NOTE 10.</b>	<b>PRINCIPAL ACTIVITY</b>		
	The Tavua Town Council was established under the Local Government Act to provide for the health, welfare and convenience of the inhabitants of the Tavua Town Municipality and to preserve the amenities or credit thereof.		
<b>NOTE 11.</b>	<b>SUBSEQUENT EVENTS</b>		
	Since the end of the financial year, the Council is not aware of any matter or circumstance not otherwise dealt with in the report or financial statements that has significantly or may significantly affect the operations of the Council, the results of those operations or state of affairs of the Council in subsequent years.		
<b>NOTE 12.</b>	<b>NOTES TO THE STATEMENT OF CASH FLOWS</b>		
(a)			
(i)	<b>Reconciliation of Net Cash provided by Operating Activities to Net Surplus</b>	<b>2012 \$</b>	<b>2011 \$</b>
	Net deficit for the year - General fund	(461,657)	(437,753)
	Net deficit for the year - Street light fund	(10,148)	(5,006)
	Depreciation and amortisation	428,482	427,439
	Loss / gain on property, plant and equipment	-	14,401
	Interest on loan	2,152	-
	Prior year adjustment	-	(69,355)
	Net cash provided by operating activities before changes in assets and liabilities	<u>(41,171)</u>	<u>(70,274)</u>
	<u>Change in assets and liabilities:</u>		
	Decrease in receivable	7,965	52,572
	Decrease in assets	-	1,630
	(Decrease)/increase in deposits	(897)	581
	(Decrease)/increase in creditors and borrowings	10,165	(5,693)
	<b>Net cash inflows from operating activities</b>	<u><b>(23,938)</b></u>	<u><b>(21,184)</b></u>
(ii)	<b>Cash and Cash Equivalents</b>		
	Cash on hand	<u>39,768</u>	<u>71,116</u>

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

NOTE 13. NOTES TO THE STATEMENT OF CASH FLOWS - PARKING METER

(a)	(i)	Reconciliation of Net Cash provided by Operating Activities to Net Surplus	2012	2011
			\$	\$
		Net surplus/(deficit) for the year	680	(394)
		Depreciation and amortisation	2,797	2,797
		Prior year adjustment	-	(22)
		Provision for employee entitlements	-	22
		Net cash provided by operating activities before changes in assets and liabilities	3,477	2,403
		<u>Change in assets and liabilities:</u>		
		Increase/(decrease) in receivable	(1,033)	-
		(Decrease)/increase in VAT payable	(142)	87
		Increase in creditors and borrowings	542	67
		<b>Net cash inflows from operating activities</b>	<b>2,844</b>	<b>2,557</b>
	(ii)	<b>Cash and Cash Equivalents</b>		
		Cash on hand and at bank	107	3,252