

Savusavu Town Council



SAVUSAVU TOWN COUNCIL
P.O.BOX 201
MAIN STREET
SAVUSAVU

Tel No. : (679)8850261/ 8850243
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Ref. No.

Email: ssvtowncouncil@connect.com.fj

23rd March, 2022

The Chairperson- Hon. Viam Pillay,
Standing Committee on Social Affairs,
Parliament of The Republic of Fiji,
P. O. Box 2352,
Government Building,
Suva.

Re: Request for Clarification on Issues in Relation to the Savusavu Town Council
2005- 2010 Annual Reports

Kindly acknowledge the email receipt on the 21st of March, 2022 in regards to above. Refer below for the requested information and data:

Questions

1. What are some of the challenges faced by the Council in meeting its strategic objectives and how is it planning to address these challenges?
 - Council's Financial Status: The Council was on overdraft from the year 2005 to 2010 which made it difficult for the Council to meet its objectives.
 - Revenue generating projects: In the years 2005 to 2010 the Council has no revenue generating projects going-on. This had limited the Council in achieving its objectives.
 - However, the Council is currently addressing the issues by hoping to increase its revenue generating projects in implementing paid car parks, public convenience, parking meters, constructing a new market with SME vendors and retail outlets.
 - There are more revenue generating projects in the Council's Strategic plan which Council will be achieving in coming years to overcome the challenges.
2. Provide a breakdown of the following information for **each** year from 2005 to 2010:
 - Number of ratepayers: 557
 - Rates collected for each year (monetary value);
 - Rental arrears for each year from 2005 to 2010 (provide the monetary value); and

	2005	2006	2007	2008	2009	2010
General Rates	\$ 118,895.00	\$ 171,250.00	\$ 166,943.00	\$ 192,235.00	\$ 200,832.00	\$ 205,528.00
Loan Rates	\$ 88,904.00	\$ 62,595.00	\$ 62,876.00	\$ 72,392.00	\$ 73,407.00	\$ 73,797.00
Levy	\$ 207,799.00	\$ 233,845.00	\$ 229,819.00	\$ 264,627.00	\$ 274,239.00	\$ 279,325.00
Arrears Recovered	\$ 105,287.00					
Cash income	\$ 282,058.00	\$ 369,438.00	\$ 232,946.00	\$ 221,120.00	\$ 271,143.00	\$ 255,324.00
Total Income	\$ 595,144.00	\$ 603,283.00	\$ 462,765.00	\$ 485,747.00	\$ 545,382.00	\$ 534,649.00
Total Cash Received	\$ 676,628.00	\$ 585,160.00	\$ 531,918.00	\$ 476,080.00	\$ 558,548.00	\$ 594,105.00
	-\$ 81,484.00	\$ 18,123.00	-\$ 69,153.00	\$ 9,667.00	-\$ 13,166.00	-\$ 59,456.00
Net Cash used for Assets	\$ 91,757.00	\$ 12,379.00	\$ 82,484.00	\$ 47,705.00	\$ 90,489.00	\$ 35,631.00
Net Cash used for Borrowing	\$ 66,186.00	\$ 12,379.00	\$ 16,275.00	\$ 19,078.00	\$ 23,505.00	\$ 29,028.00
Arrears end of year	\$ 76,459.00	\$ 42,881.00	\$ 29,606.00	\$ 76,450.00	\$ 100,828.00	\$ 5,203.00

Council does not have the accurate rates data for the above years but this is being presented in the audited financials which we assume is correct.

- Total arrears up until the present time:
Current Arrears: \$810,555.00
Under FICAC Investigation: \$78,026.00

a). What are the causes of the accumulation of rental arrears?

- Council's not able to satisfy the Ratepayers on the evidence of using the ratepayer's money
- Lack of follow up with ratepayers
- Disputes on services provided by the Council
- Matter in court for some of the development leases

b). What are the challenges faced in the collection of rental arrears and their method(s) of collection?

- Challenges Faced in rates arrears collection:
 - Sale of property over the years whereby the new owner is not willing to pay the arrears
 - Absence of ratepayers and property being taken over by the relatives whereby they do not disclose the address of the owner
 - Vacant land whereby owners address is not found
 - Ratepayers taking advantage of FICAC issue and advising they have paid the Council.
- Methods of collection:

- Doing rate payer profiling to get the correct address of the ratepayer
- Ratepayers paying on arrangement basis by signing agreement with the Council
- Now Council is implementing Attornment of Lease policy whereby the tenants will be paying directly to the Council

c). Has the Council conducted a survey or research on the reasons for non-payment or delayed payment of town rates?

The Council had carried out ratepayers profiling in the year 2020 and visited house of all ratepayers. In this survey all ratepayers' issues were noted and ratepayers were advised to practice full payment or make arrangement for monthly payment.

d). What is the Council's plan to address this issue and what punitive and non-punitive measures are taken against non-compliant rate payers?

- **Ratepayers meeting:** the Council is carrying out monthly ratepayers meeting to address ratepayer's issues and explain ratepayers the importance of town rates payment to the Council.
- **Demand Notice:** The demand notices are issued to the arrears ratepayers which are in intervals of 21 days, 14days and 7days. After the final notice the ratepayer is taken to Court for small claim.
- **Ratepayers Communication:** In February 2022 the Council introduced a ratepayer's viber group for easy communication.

e). How is the non-collection of full town rates impacting the service delivery of the Council?

- Unable to carry out new projects for the Council
- Provide basic services only

f). Provide details of vacant lots in the municipality.

Name	Ass.	Legal Description	UCV
Naidu, Chanda	2	CT 16764 Lot 32	15,200.00
Rolf, Fouquet	19	CT 17366 Lot 15	17,900.00
Rolf, Fouquet	20	CT 17366 Lot 16	179,000.00
Singh, Ram Arvin	21	CT19161 LOT 13	17,900.00
Chan, Rosie	22	CT19160 LOT 12	17,900.00
Morris, Walter	23	CT 19159 LOT 11	17,900.00
Morris, Annie	24	CT19158 LOT10	18,800.00
Rudgreen, Carl David	28	CT27311 LOT 13	7,800.00
Mobil Oil Australia	29	CT 17928 Lot 5/6	49,200.00

JKS Holdings Ltd	36	Lot 1 SO 5920	148,500.00
Marine Department	37	CT 5679 Lot 1	14,700.00
JKS Holdings Limited	38	CT19702 Lot 1	63,700.00
Bryant, Deborah	60	CT10342 Lot 12 Dp 2197	73,800.00
Bryant, Deborah	61	CT10343 Lot 13	67,500.00
Prasad, Rameshwar	147	CT 14756 Lot 18	6,400.00
Fletcher Family Trust	152/4	CT20277 Lot 4 DP5190	20,200.00
Patterson Brothers Shipping	41	CT 18349 Lot 2	41,800.00
Singh, Gulab	74/18	Lot 16 Dp 8119 Ct 32743	16,000.00
Singh, Ajit	150/13	CT 19302 Lot 12	18,000.00
Becharbai Holdings Ltd	150/35	CT19319 Lot 34	23,500.00
Simpson, Pettine	150/40	CT 19324 Lot 38	16600
Kumar, Elvin Jitendra	150/48	CT19633 LOT 47	27,500.00
Pillay, Avinesh	180/2	CT 19456 Lot 5 DP 4932	19,900.00
Pillay, Avinesh	180/1	CT 19455 Lot 4 DP 4932	19,600.00
Peter, Elizabeth	183	CT 3544	45,600.00
Kilown Fiji Limited	184	Lot 16/17	32,500.00
Vosavakadua, Rusiate	232/10	Lot 10 Dp 4664 CI 5236	9,100.00
Housing Authority	224	CT16185 LOT1	108,300.00
Baleinamau, Ovini	224/8	CT18600 LOT9	12,400.00
Naqase/ Titica, Serupepeli	224/9	CT18601 LOT9	12,300.00
Naqase/ Titica, Serupepeli	224/9	CT18601 LOT9	12,300.00
Ram, Tula	233/12	Lot 10 Dp 5074 CL 5236	10,400.00
Prasad, Rameshwar	147	CT 14756 Lot 18	6,400.00
H.A.Elizabeth Thaggard	224/10	CT18602 LOT10 DP 4387	12,700.00
H.A.James.Hagey Thaggard	224/11	CT18603 LOT11	\$12,00.00

H.A.Edward. H THAGGARD	224/12	CT18604 LOT12	10,900.00
H.A/John Thaggard	224/13	CT18605 LOT13	10,000.00
H.A.Susan Thaggard	224/14	C/o Finau Thaggard,	12,000.00
H.A.William Thaggard	224/15	Lot 15 Dp4387 Ct 18607	12,000.00
Elizabeth J.Hagey	224/16	CT18608 LOT 16 DP 4387	10,700.00
Kalidas Kasabia Memorial Trust	232	Lot1 Dp 3340 Ct 12833	118,600.00
Aquihi Limited	202/47/2	CT 40761 Lot 2	40,000.00
Aquihi Limited	202/47/1	CT 40760 Lot 1	39,500.00
Aquihi Limited	202/46	CT 36931 Lot 3	39,700.00
Chand, Dinesh	234/3	Lot 3 Dp 5989 Ct 4653	22,900.00
Lomanitoba	234	CT 5653	331,000.00
Lomanitoba	234/1	CT 4653 lot 1	27,100.00
Lomanitoba	234/2	CT 4653 lot 2	2,200.00
Lomanitoba	234/4	CT 4653 lot 4	24,200.00
Lomanitoba	234/5	CT 4653 lot 5	19,500.00
Lomanitoba	234/6	CT 4653 lot 6	20,800.00
Lomanitoba	234/7	CT 4653 lot 7	23,000.00
Lomanitoba	234/8	CT 4653 lot 8	23,000.00
Lomanitoba	234/9	CT 4653 lot 9	25,200.00
Prasad, Rajendra Deo	202/48	CT 36933 Lot 5	19,900.00
Nawi Island	236/1	CT 39455 Lot 1	94,100.00
Nawi Island	236/2	CT 39456 Lot 3	13,000.00
Nawi Island	236/3	CT 39457 Lot 4	11,600.00
Nawi Island	236/4	CT 39458 Lot 5	12,500.00
Nawi Island	236/5	CT 39459 Lot 6	12,100.00
Nawi Island	236/6	CT 39460 Lot 7	

			12,000.00
Nawi Island	236/7	CT 39461 Lot 8	19,100.00
Nawi Island	236/8	CT 394362 Lot 9	22,000.00
Nawi Island	236/9	CT 39463 Lot 10	34,900.00
Nawi Island	236/10	CT 39464 Lot 11	22,600.00
Nawi Island	236/11	CT 39465 Lot 12	26,900.00
Nawi Island	236/12	CT 39466 Lot 13	31,300.00
Nawi Island	236/13	Lot 18	1,500.00
Nawi Island	236/14	Lot 19	2,400.00
Nawi Island	236/15	Lot 20	3,400.00
Nawi Island	236/16	Lot 21	18,500.00
Nawi Island	236/17	Lot 22	27,400.00
Nawi Island	236/18	PT CT 39456 Lot 1	24,700.00
Nawi Island	236/19	PT CT 39456 Lot 2	20,000.00
Nawi Island	236/20	PT CT 39456 Lot 3	22,700.00
Nawi Island	236/21	PT CT 39456 Lot 4	35,800.00
Nawi Island	236/22	PT CT 39456 Lot 5	51,900.00
Nawi Island	236/23	PT CT 39456 Lot 6	25,100.00
Nawi Island	236/24	PT CT 39456 Lot 7	44,100.00
Nawi Island	236/25	PT CT 39456 Lot 8	30,700.00
Nawi Island	236/26	PT CT 39456 Lot 9	27,200.00
Nawi Island	236/27	PT CT 39456 Lot 10	43,300.00
Nawi Island	236/29	PT CT 39456 Lot 12	19,900.00
Nawi Island	236/30	PT CT 39456 Lot 13	30,600.00
Nawi Island	236/31	PT CT 39456 Lot 14	27,500.00
Nawi Island	236/32	PT CT 39456 Lot 15	26,600.00

Nawi Island	236/33	PT CT 39456 Lot 16	32,200.00
Nawi Island	236/34	PT CT 39456 Lot 17	33,400.00
Nawi Island	236/35	PT CT 39456 Lot 18	18,000.00
Nawi Island	236/36	PT CT 39456 Lot 19	20,900.00
Nawi Island	236/37	PT CT 39456 Lot 20	32,500.00
Nawi Island	236/38	PT CT 39456 Lot 21	27,700.00
Nawi Island	236/39	PT CT 39456 Lot 22	26,200.00
Nawi Island	236/40	PT CT 39456 Lot 23	20,700.00
Nawi Island	236/41	PT CT 39456 Lot 24	27,400.00
Nawi Island	236/42	PT CT 39456 Lot 25	36,700.00
Nawi Island	236/43	PT CT 39456 Lot 26	30,200.00
Nawi Island	236/44	PT CT 39456 Lot 27	28,500.00
Nawi Island	236/45	PT CT 39456 Lot 28	26,600.00
Ragini Priyadharshini Mala	202/50	PT CT 44592 LOT 1	14,800.00
Ragini Priyadharshini Mala	202/50/1	PT CT 44592 LOT 2	14,200.00
Ragini Priyadharshini Mala	202/50/2	PT CT 44592 LOT 3	13,000.00
Ragini Priyadharshini Mala	202/50/3	PT CT 44592 LOT 4	13,300.00
Ragini Priyadharshini Mala	202/50/4	PT CT 44592 LOT 5	14,600.00
Ragini Priyadharshini Mala	202/50/5	PT CT 44592 LOT 6	14,900.00
Ragini Priyadharshini Mala	202/50/6	PT CT 44592 LOT 7	14,700.00
Ragini Priyadharshini Mala	202/50/7	PT CT 44592 LOT 8	12,800.00
Ragini Priyadharshini Mala	202/50/8	PT CT 44592 LOT 9	14,000.00
Ragini Priyadharshini Mala	202/50/9	PT CT 44592 LOT 10	33,900.00
Kalpesh Narayan	202/51/1	CT 144740 Lot 2	13,100.00
Kalpesh Narayan	202/51/2	CT 44995 Lot 3	46,400.00
Kalpesh Narayan	202/51/3	CT 144770 Lot 4	

			13,200.00
Peter Bulikoro	202/51/4	CT 144742 Lot 5	27,400.00
Kalpesh Narayan	202/51/5	Lot 6	27,600.00
Kalpesh Narayan	202/51/6	CT 144744 Lot 7	27,800.00
Kalpesh Narayan	202/51/7	Lot 8	30,700.00
Kalpesh Narayan	202/51/8	Lot 9	12,600.00
Kalpesh Narayan	202/51/9	CT 144739 Lot 10	16,100.00
Arvind Kumar	202/52/1	Lot 1 DP 11636	27,400.00
Arvind Kumar	202/52/2	Lot 2 DP 11636	27,600.00
Arvind Kumar	202/52/3	Lot 3 DP 11636	27,800.00
Arvind Kumar	202/52/4	Lot 4 DP 11636	30,700.00
Imlesh Narayan	202/52/5	Lot 5 DP 11636	12,600.00
Rohit Chand & Sanjeshni Lata	202/52/6	Lot 6 DP 11636	16,100.00
Etuate Celeasiga Gabirele	202/52/7	Lot 7 DP 11636	16,800.00
Arvind Kumar	202/52/8	Lot 8 DP 11636	19,700.00

3). Since the appointment of the Savusavu Special Administrator in 2019:

a). What improvements have been brought about in the collection of arrears by the Savusavu Town Council? Provide relevant statistics.

Year	Collection
2017	\$314,004.42
2018	\$398,236.71
2019	\$398,344.99
2020	\$410,777.59
2021	\$525,740.02

b). What measures have been put in place to promptly address the grievances of ratepayers? How many grievances were recorded from 2005 to date and what were the nature of these complaints?

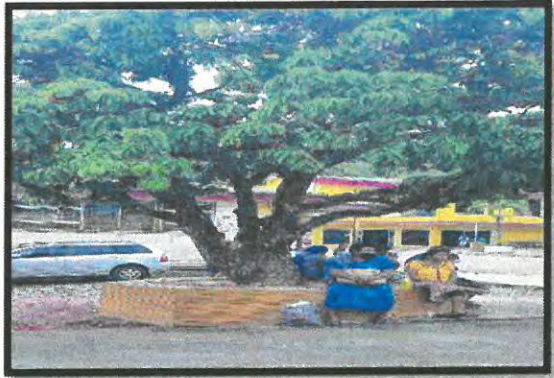


From 2005 till date the ratepayers had the following grievances:

- The landfill issues: Ratepayers of Naqere have raised to the Council that they are facing issues of flies from the rubbish dump. Council then was carrying out spraying to control the flies issue.

However, the Council is now looking into this matter and written to Ministry of lands for relocation of the rubbish dump to the interior area of Savudrodro village.

c). How have the following services and facilities provided to ratepayers in the Savusavu municipality been enhanced:

- Maintenance of public amenities- the following maintenance were carried out for the public amenities from the year 2020.

Beautification & Sitting area for Public	<ul style="list-style-type: none"> • The Council had invested in the flower gardens around town. • Provided the public with a beautiful sitting space in front of Council office. 	
Children's Park	<ul style="list-style-type: none"> • The council had upgraded the Children's park with the help of local donors. 	
Car park	<ul style="list-style-type: none"> • Provided the public with a better parking space in town. • Two car parks were implemented in year 2021 & 2022. 	

Sitting benches





- Benches were installed in parks with the help of local donors of Savusavu

Rubbish Bin

- New set of rubbish bins were installed in town in the year 2020.




- Rubbish collection and grass cutting; and

<p>Rubbish Collection</p>	<p>Garbage Collection is practiced as follows every week: Monday, Wednesday & Friday areas covered are Daku, Nakama, Narayans height, Vunikoka and Naqere.</p> <p>Tuesday & Thursday is main town carton collection and extended boundary. The Council has extended services to rural local authority with the help of rural waste subsidy grant.</p> <p>Saturday & Sunday garbage collection in town area only.</p>	
<p>Clean – up Campaign</p>	<p>Quarterly clean-up campaign is carried out every year to collect waste within the town boundary.</p>	


Grass Cutting	<p>Grass cutting is carried out every week Monday to Friday from 6am to 4pm. This is on a monthly rotation basis for each area with the town boundary.</p> <p>In addition, the Council has also extended its services in rural local authority with the help of rural waste subsidy grant.</p>	
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- Road maintenance and drainage.

Drain maintenance	<p>The council provides drain maintenance within the town boundary. This is also based rotational wise to cover all areas with the month.</p>	
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Roadside grass cutting & kerb channel	<p>Roadside grass cutting & kerb channel cleaning is carried out daily in the town areas.</p> 
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d). How has service delivery in the following areas been enhanced?

Service Delivered	How has this been enhanced?	Photographs
1. Health and Hygiene	<p>Garbage Collection had previously been conducted within the Town Boundary however this has further been expanded to semi-urban areas outside the municipal providing households/communities with proper waste disposal and improvement of hygiene practices. Further, waste collection areas (racks) have also been made as of recent in extended boundary.</p> <p>House- to house survey is being carried out on soakage pit, environment and</p>	
2. Security and Safety	<p>Security services within properties of the Council has been improved in which more areas are provided security throughout. Areas such as these are the Bus Stand-Taxi stand area,</p>	

	<p>market premises and car park areas etc. Installations of cameras has been done in some areas.</p> <p>Also, Council is liaising with the Chamber of Commerce for installation of cameras throughout the town in partnership with the business households.</p>	
<p>3. Impacts of Climate/ Environment</p>	<p>To reduce further improper garbage disposal, the Council has actively carried out Clean-up campaigns within areas of the municipality for residents whereby waste that would otherwise be improperly disposed of is collected and disposed of adequately. Further, the foreshore area within the main CDB has been maintained on a daily basis ensuring that the area remains litter free and the installation of more garbage receptacles have also been made to the area. Moreover, foreshore clean-ups have been encouraged by youth groups, government departments along with Council workers and private organizations.</p>	
<p>4. Poverty</p>	<p>To help people overcome poverty council has:</p> <ul style="list-style-type: none"> - created rental spaces and given opportunity for people to operate their business - Council had been giving 20% discount on rental properties, taxi base fee and 	

Council did not lodge the financials with the auditors from 2011 till 2019. With the new team coming in 2020 Council has now managed to prepare the financials till 2017 and submit for audit purpose. It took time for Council to prepare the financials reason being there were no soft copies of data and the officers had to re- enter all receipts, payments, carry out reconciliations, board of survey

Financial Statements for the Year Ended 2010

4. Confirm whether the Council has in place a risk management policy, assets capitalization policy, and disaster recovery plan/business continuity plan to govern aspects of its operations and activities.

The above policies have been in place from year 2021.

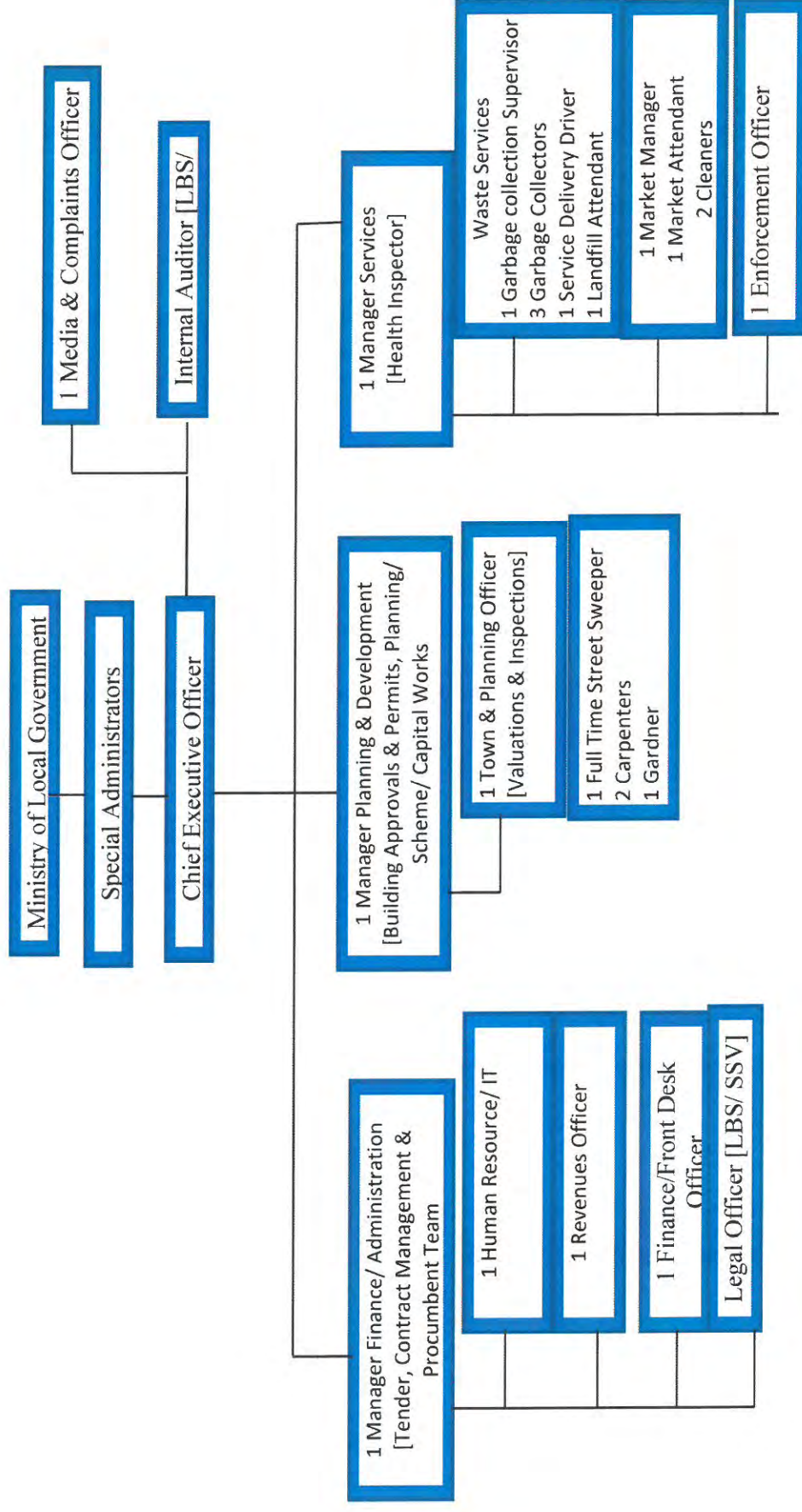
5. We note that the auditor issued a qualified audit opinion on the 2010 accounts of the Council on the three grounds provided as highlighted on page 3 of the audited financial statements. Confirm whether each of these issues have been resolved and the internal controls put in place to prevent their recurrence.

The issues have been resolved and submitted to Auditor's office for their audit purpose.

6. Provide the current staff structure of the Accounts Section. Indicate the positions, whether they have been substantively filled and the **qualification** of these Officers.

Finance Staffs:

1. Manager Finance/ Administration- Bachelor in Commerce (Accounting & Economics)
Post Graduate in Professional Accounting (in progress)
2. Revenues Officer- Bachelor in Accounting & Management
3. Finance Officer- Bachelor in Accounting & Management
4. Human Resource/ ID- Bachelor in IT (Position vacant- advertised as officer resigned)



All correspondence to be addressed to the C.E.O and not to Individuals

Yours Sincerely,



Seema S. Dutt
Chief Executive Officer

c.c. Special Administrators Appointed
c.c. Ministry of Local Government

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