



**NASINU**  
TOWN COUNCIL

*Service is our Priority*

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**NASINU TOWN COUNCIL**

**Annual Report for the Year 2013**

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# Nasinu Town Council

Mayoral Drive, Valelevu, P.O. Box 6049. Nasinu  
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All correspondence to be addressed to the special administrator

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1<sup>st</sup> September 2023

The Honourable Minister  
Minister for Housing & Local Government  
Gladstone Road  
SUVA

Dear Sir

**RE: NASINU TOWN COUNCIL ANNUAL REPORT 2013**

I have much pleasure in submitting the Nasinu Town Council Annual Report for 2013.

The report provides the activities of the Council through the year.

The Annual Report 2009 has been prepared in accordance with the provision of Section 19(1) (a), (b) and (c) of the Local Government Act Cap 125.

Yours faithfully

Mrs. Anurashika Bari  
**CHIEF EXECUTIVE OFFICER**

## VISION

To be the best Municipality in Fiji that builds pride in our heritage and secures a better future for all stakeholders.

## CORPORATE MISSION STATEMENT

Work in Partnership with all stakeholders in providing quality services in a sustainable manner to develop and maintain civic pride to deliver a vibrant Nasinu municipality

## VALUES

- Excellence
- Customer Oriented
- Accountability
- Honesty
- Teamwork
- Innovation
- Transparency

## CORPORATE OBJECTIVES

- Community Well Being
- Planning and Development
- Environment and Health
- Organizational Performance and Capacity Building
- Prudent Financial Management
- Governance

Nasinu was formally incorporated a Town in 2000, by the then Ministry for National Planning, Local Government, Housing and Environment under Section 5 of the Local Government Act. It is located at latitude 18.08°S and 178.50°E longitude, south of equator and west of dateline. It has the largest municipal area in Fiji with its land area of 78.3 km<sup>2</sup>, which is twice the size of Suva, and is nestled along the Suva – Nausori corridor stretching from the Samabula (4 miles) Bridge, at the junction of Wainivula Road, and Nokonoko (Bailey) Bridge to 9 miles Wainibuku Bridge and along Khalsa Road to the junction of Kanace Road.

Initially the boundary included areas beyond the Wainibuku Bridge right up to Nakasi, however these areas were later placed under the Nausori Town Council. The population of Nasinu 84,178 [Population Census 2007] with a population growth rate of about 2% per annum. It is also home to approximately 14,000 squatter residents in 19 different squatter settlements and the number is still growing.

The town boundary is divided in seven wards with total rateable properties of around 11,543 official ratepayers. The number of ratepayers is expected to increase following

the upgrading of two squatter settlements at Vatoa and Omkar, both in the greater Narere area, to fully developed housing estates, and the issuance of titles to lot owners.

In 2013, Mr. Mosese Kama continued as Special Administrator while Mr Simone Naikarua continued as Chief Executive officer to look after the overall operation of the Council until his contract expired in October. In Addition to, the Health Section was separated from the engineering section to be a standalone department.

This report is submitted in accordance with Section 19 of the Local Government Act, Cap. 125.



**Shelvin Narayan**  
**Actg. Chief Executive Officer**

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## **1.0 THE COUNCIL**

Nasinu Town is divided in seven wards with total rateable properties of around 11,543 official ratepayers. The Council is also home to many informal settlements however with the assistance of the Ministry of Housing upgrading of two squatter settlements at Vatoa and Omkar, both in the greater Narere area, to fully developed housing estates, and the issuance of titles to lot owners.

The Council provides services to the Seven wards namely: -

Ward 1	-	Makoi, Tuirara & Tovata
Ward 2	-	Valelevu, Naveiwakau, Kalabu & Newtown
Ward 3	-	Caubati
Ward 4	-	Narere, Navosai & Muanikoso
Ward 5	-	Laucala Beach Estate & Kinoya
Ward 6	-	Nadera
Ward 7	-	Nadawa, Nepani, Caqiri & Nasole

The Council was providing the following services: -

- Garbage Collection
- Green waste Collection
- Stray Dog Management and Control
- Building/Subdivision/Rezoning Applications
- Health Services (Inspection etc)
- Upkeep of Roadside drains and Grass
- Repair & Maintenance of Streetlights
- Markets & Licensing

Nasinu is mainly residential heavy township with very little commercial and industrial outlets. There are only 2 major industrial areas within Nasinu which situated in the Laucala Beach Estate and Valelevu Areas. In addition, to industrials areas Nasinu has small commercial centers in Centrepoin, Valelevu, Narere & Makoi.

## **2.0 MANAGEMENT & MEETING**

### **ORDINARY COUNCIL**

1. Mr. Mosese Kama, Special Administrator
2. Mr. Simone Naikarua, Chief Executive Officer
3. Ms. Esita Nawani, Manager Finance
4. Mrs. Varea Waqa, Actg. Assistant HR Manager
5. Mr. Semi Tinivata, Manager Legal
6. Mr. Bikesh Sharma, Senior Health Inspector
7. Mr. Alifereti Roko, Internal Auditor
8. Mr. Mosese Yavalanavanua, Actg. Manager Engineering
9. Mr. Navneet Chand, Actg. Building Surveyor
10. Mrs. Nanise Taukeinikoro, Town Planning Officer
11. Ms. Seini Bulicakau, Senior Rates Officer
12. Mrs. Elina Maraiwai, Secretary

The Council started the year with the above mentioned board with all departments represented. Subcommittees and their members to assist in the overall operations of the Council are as follows:

### **AUDIT SUBCOMMITTEE**

1. Mr. Mosese Kama, Special Administrator
2. Mr. Simone Naikarua, Chief Executive Officer
3. Mr. Mosese Yavala, Actg. Manager Engineering
4. Mr. Alifereti Roko, Internal Auditor
5. Ms. Esita Nawani, Manager Finance
6. Mrs. Elina Maraiwai, Secretary

### **FINANCE & TENDER SUBCOMMITTEE**

1. Mr. Mosese Kama, Special Administrator
2. Mr. Simone Naikarua, Chief Executive Officer
3. Ms. Esita Nawani, Manager Finance
4. Mr. Mosese Yavalanavanua, Actg. Manager Engineering
5. Ms. Seini Bulicakau, Senior Rates Officer
6. Mrs. Elina Maraiwai, Secretary

## **HUMAN RESOURCES SUBCOMMITTEE**

1. Mr. Simione Naikarua, Chief Executive Officer
2. Ms. Esita Nawani, Manager Finance
3. Mrs. Varea Waqa, Actg. AHRM
4. Mr. Mosese Yavalanavanua, Actg. Manager Engineering
5. Mr. Bikesh Sharma, Senior Health Inspector
6. Mrs. Alumeci Rokowati, Executive Secretary/PA

## **HEALTH & ENVIRONMENT SUBCOMMITTEE**

1. Mr. Mosese Yavalanavanua, Actg. Manager Engineering
2. Mr. Bikesh Sharma, Senior Health Inspector
3. Mr. Rohit Narayan, Field Foreman
4. Ms. Nanise Cakitaki, Town Planning Officer
5. Mrs. Asha Sharma, Secretary

## **BUSINESS LICENSE & PSV SUBCOMMITTEE**

- |                         |   |                            |
|-------------------------|---|----------------------------|
| 1. Mr Semi Tinivata     | - | Manager Legal              |
| 2. Ms. Lusiana Vuniwai  | - | PSV Officer                |
| 3. Ms. Fereen Khan      | - | Business Licensing Officer |
| 4. Ms. Seini Bulicakau  | - | Senior Rates Officer       |
| 5. Mr. Bikesh Sharma    | - | Senior Health Inspector    |
| 6. Ms. Meresiana Raceva | - | Secretary to Manager Legal |

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

- Ordinary Council - 10
- Audit Subcommittee - 7
- Tender Subcommittee - 8
- Human Resources Subcommittee - 8
- Health & Environment Subcommittee - 6
- Business License & PSV Subcommittee - 6



### **3.0 ADMINISTRATION**

#### Human Resource

Human Resource Section ensured the Council was in line with the various Labour laws and regulations. The section dealt with day to day Human Resource operations of the Council.

The Number of staff, requirement and Departures are as follows:

Staffing	Numbers
Office Staff	45
Depot Staff	123
New Staff Intake	11
Terminations	1
Resignations	2
Deaths	1

Council noted the unfortunate death of our Enforcement Officer who died at work due to a heart attack.

#### Sports and Social

Sports and Social Club was active and was tasked at organized Annual Council Party as well get together to ensure staff maintained a "work life balance" within their life's. The annual party for the year was postponed as the Staff were mourning the death of Colleague in late November.

#### Library Report

The Library has been providing services to people of Nasinu. Also users along Suva – Nausori Corridor are daily users of the Library.

The Library also housed basic computers which students could use for typing of projects and other important documents.

One (1) Staff is in-charge of the Library who is appointed by the Council.  
The operating hours are:

- Monday - Thursday - 8.00 am – 4.30 pm
- Friday - 8.00 am – 4.00 pm

The Library Books and other Educational Material were donated by the Council and the General Public. The Total number of Members in the Library as at 31<sup>st</sup> December was 489

## **4.0 SERVICES**

### **4.1 Health**

THE Council Health Inspectors worked in accordance with the Public Health Act and other relevant Acts and Regulations to provide services to the ratepayers. These included:

- Attendance of Sanitary Complaints
- Inspections for Business Licenses
- Organization of Cleanup Campaigns
- Vector Surveillance
- Food Safety Inspections
  - Dog Trapping
  - Tree Planting

#### Attendance of Sanitary Complains

The Council received a total of 513 Sanitary related complaints of which all were attended to by the Council Officers.

Number of Complains Received - 513  
Number of Complaints Attended - 489  
Number of Complaints resolved - 412

Some complaints were resolved in the following years as matters were before the Courts or need attention of other stakeholders to obtain solutions. The total of 401 notices were issued by Health Inspectors for the year with majority being complied to.

#### Inspections for Business Licenses

All business was inspected by the Health Inspectors before licenses is recommended for the year. A total of 1351 businesses were inspected for the year of which 1309 business were recommended for Licenses while the remainder were refused due to non-compliance with the respective laws.

#### Organization of Cleanup Campaigns

The Council carried out 2 major cleanups of the Nasinu Area. The cleanups were targeted at removing bulky wastes to eradicate the Mosquito breeding places. The details of the cleanups are as follows:

Cleanups	Dates	Tonnes of Refuse
1st Cleanup	4 <sup>th</sup> March 2013 – 22 <sup>nd</sup> March 2013	247 tonnes
2nd Cleanup	7th October 2009 – 25th October 2013	398 tonnes

The Cleanup included the collection of Bulky wastes inclusive of white goods. The Cleanup involved youth groups from various areas as additional labor. The youths were provided with cleaning equipment, T- shirts and meals as remunerations.

In addition, a major cleanup was launched BY Ministry of Local Government and facilitated by the Council to clean up the main roads. The cleanup included various government departments, corporate houses and non-government organizations.

#### Vector & Disease Surveillance

The Council worked in partnership with the Ministry of Health in carrying out quarterly larval surveys. A total of 100 houses were inspected in each quarter from different areas to determine the likelihood of a Mosquito borne outbreak.

In addition to larval samples, Council also took random water samples to check on the quality of drinking water.

#### Food Safety Inspections

Food Premises were inspected for Business Licensing, Liquor Licensing and Basic inspection of Sanitary compliance. The Number of premises inspected are as follows:

Type of Premises	Number of Inspections
Restaurant	72
Takeaways	34
Retail Shops	201
Food Manufacturers	36
Hawkers	171
Supermarkets	21
Butchers & Fish Shops	10

Most food premises had defects noted in their initial inspections thus re – inspections were conducted until satisfactory compliance was noted. In addition, random inspections were done on quarterly basis while all businesses with sale of Liquor were also inspected.

### Dog Trapping Exercise

The Council started with quarterly Dog Trapping Programs whereby stray dogs were caught and provided to SPCA for care. Council constructed sufficient number of traps for this program and all trapping were done in the evenings. The Total number of Dogs trapped for the year was 121.

### Tree Planting Exercise

A Tree Planting initiative was started for Nasinu whereby staff, members of the public and students were involved in planting trees. A total of 500 Mangrove trees was planted at the Nokonoko Road and Bailey Bridge riverside area. In addition to the Mangrove Planting, the Council also held an oratory contest for Primary and Secondary Schools as part of the tree planting day celebrations. The theme for the event was: "Our Land & Our Water.

## 4.2 **Building**

The Council Building section received and processed applications before it was sent to Department of Town & Country Planning for approval. this included applications for buildings, re-zoning, subdivisions and conditional approvals. The Total number of Building applications received are as follows:

<b>Application in respect of Developments:- 2013</b>	<b>No.</b>	<b>Approved</b>
New Dwelling	86	47
Renovation/ extension	112	63
Other works fencing, etc.	81	55
No. of Industrial	19	13
Civic development	8	3
No. of Commercial	16	9
Re-zoning	19	12
<b>TOTAL</b>	<b>341</b>	<b>202</b>

All applications were processed and sent to DTCP for approval. A total of 341 building applications was received by the Nasinu Town Council with the value of \$21,851,405.22. The Council received a total of \$61,589.67 as building fees from the applications.

The Council building inspectors carry out the systematic inspections on all structures approved by council at different stages during the construction of the building and then finally on completion of the building.

The total number of completed building for the year are as follows:

<b><u>Completion Certificates Issued</u></b>	<b><u>No.</u></b>
Residential	36
Commercial	2
Industrial	1
Civic	4
<b>TOTAL</b>	<b>43</b>

There were 19 Rezoning application received for the year 2013 and all applications were sent to Department of Town & Country Planning for approval of which 12 were approved.

#### 4.3 **Works Report**

The works Section of the Council provided the following services to the residents of Nasinu:

- Collection of Kitchen waste
- Cleaning of Roadside drains
- Overgrowth Control in public places
- Upkeep of grounds
- Maintenance of Markets
- Collection of Green Waste

##### Collection of Kitchen waste

The Collection of Kitchen waste in Nasinu was done by Council. Collection of refuse was done twice a week from all areas within Nasinu. The Council purchased 3 second Hand Open Trucks to assist in the Collection of refuse. Skipbin services were also increased to some informal settlements

##### Cleaning of Roadside drains

Cleaning of all drains in Nasinu was done by Council. Council had formed operations Teams who were to ensure that all drains in each ward was cleared at least once every

month. The same group was tasked with the management of overgrowth on Roadsides and public places.

#### Maintenance of Markets

Nasinu has 3 major markets in Valelevu, Narere and Makoi and maintenance of the markets was carried out as and when required. Also the markets were thoroughly washed each quarter with the assistance of the National Fire Authority. In addition, a Contractor was hired to provide Skipbins to all market sites for the collection of refuse.

#### Green Waste Collection

The Council introduced the collection of Monthly Green waste collection for all areas within Nasinu. The Council Backhoe donated by the Japanese Government greatly assisted the collection of refuse. Council collected green refused placed on roadside over a 4-week cycle.

#### 4.4 **Legal**

The Legal Services Department in the Council tasked at handling all legal matters for the Council. The Legal officer was also tasked to look at current by laws and take necessary steps to strengthen it.

All cases against and for Councils was attended to by the legal department. In addition, the Council enforcement team also assisted in the recovery of Town Rate arrears. The Legal officer also assisted in most Employment Tribunal Matters as well. A Total of 81 Cases were filed in Court for the year.

## **5.0 Finance**

The Finance department managed the income and expenditure of the Council. The Council received revenue from:

- Town Rates & Garbage Fees
- Business License
- Taxi Base Fees
- Market fees
- Income from property usage like grounds

### **5.1 Town Rates & Garbage Fees**

RATES COLLECTED			
Month	Amount	Month	Amount
January	\$696,198.04	July	\$118,376.71
February	\$318,529.81	August	\$141,236.71
March	\$197,448.54	September	\$175,531.42
April	\$160,157.79	October	\$167,047.37
May	\$163,653.99	November	\$207,812.91
June	\$152,676.51	December	\$384,289.68

The Council collected a total of \$2,882,959.48 in Town rates and Garbage fees for the year. Council had provided a discount on the payment of rates in January & February. The total Outstanding Rates and Garbage Fees as at 31<sup>st</sup> December 2013 was \$8,153,841.29

### **5.2 Business License**

A total of 1638 Licenses were issued to business for operations in year 2013. The Total income from Business license was \$182,677.97.

### **5.3 Taxi**

The Council had 76 approved taxi bases which accommodated for 642 Taxis for the whole of Nasinu area. The total income received Taxi base fees and approvals was \$335,792.81.



#### **5.4** Audited Finance

The Financial of the Council Total income and Expenditure is currently with the Auditor General's Office for Auditing.

#### **5.5** Market Report

The Council collected market fees from vendors in Valelevu, Narere & Makoi markets. In addition to, minimal fees were accepted from roadside markets at Centrepoin and Laqere to cater for garbage collection. The Number of Stalls in all markets are 218. The Total fees collected from markets for the year is \$128,689.50

## 6.0 Major Events & Achievements

- **Nasinu On Sale Event**  
The organized a Trade event for the residents. Various stakeholders and businesses were invited to setup stalls and market their products over a 3 days' period with the intention on improving economic activity with Nasinu. The Event was held at the Valelevu Grounds and also included Amusement and entertainment for public as well. The event was officially opened by the CEO of Housing Authority Fiji.
- **Vatoa Informal Project**  
The Council through the assistance of Department of Housing constructed footpaths, drains and proper public conveniences at the Vatoa Road Informal Settlement. The works carried out were part of the formalization of the Informal Housing into proper housing subdivisions.
- **Completion of small projects**
  - a) New drainage for - William Cross Primary School {Partially funded by Aus. Aid}
  - b) Footpath lane at Kanace Road – {Partially funded by Housing Authority}

## **7.0 Acknowledgement**

The Council wishes to show its appreciation and gratitude to the Business Houses, Ratepayers and other Stakeholders for paying their Business License Fee, Rates and other dues to meet the running cost of the town's administration.

The Council also wishes to acknowledge the dedicated services rendered by its Management and Staff.

Nasinu Town Council also wishes to record with appreciation the assistance and support given by the Minister for Local Government, Housing, Squatter Settlement and Environment, the Permanent Secretary, the Director, Local Government and Staff, including the Director, Town and Country Planning for their assistance and guidance which greatly facilitated the effective administration of the Council.

We would also like to thank various Government Departments, Donor Agencies, Non-Government Organizations, Private Institutions and the Public for their support during the year.

## 8.0 Appendix

Attached.

# OFFICE OF THE AUDITOR GENERAL

Promoting Public Sector Accountability and Sustainability through our Audits



Level 1, Modyl Plaza  
Karsanji St. Vatuwaqa  
P. O. Box 2214, Government Buildings  
Suva. Fiji



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File: 850

09 May 2023

Mr. Uma Patel  
The Chairperson  
Special Administrators  
Nasinu Town Council  
**NASINU**

Dear Mr. Patel

**NASINU TOWN COUNCIL**  
**AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013**

The audited financial statements for Nasinu Town Council for the year ended 31 December 2013 together with my audit report on them are enclosed.

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

Yours sincerely

Sairusi Dukuno  
**ACTING AUDITOR-GENERAL**

cc: Mrs. Anurashika Bari, Chief Executive Officer, Nasinu Town Council.

Encl.

NASINU TOWN COUNCIL  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013

**NASINU TOWN COUNCIL  
FINANCIAL STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2013**

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**NASINU TOWN COUNCIL  
MANAGEMENTS' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2013**

In accordance with a resolution of management, the management herewith submit the statement of financial position of the Council as at 31 December 2013, the related statement of comprehensive income, statement of changes in accumulated funds and statement of cash flow for the year then ended on that date and report as follows:

**Management**

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

		<b>Appointment Date</b>	<b>Resignation Date</b>
Mr. Mosese Kama	- Special Administrator	Feb-10	Aug-19
Mr. Lute Berends	- Chief Executive Officer	Mar-17	Nov-18
Ms. Esita Nawani	-Manager Finance	18/06/2012	03/05/2020
Mr. Mosese Yavalavanua	-Manager Engineering	23/05/2012	07/06/2019
Mr. Shelvin Narayan	-Health Inspector	04/05/2009	27/01/2020
Mrs. Filimaina Waqa	-Manager Human Resources	22/07/2013	22/02/2017
Mr. Uma Kant Patel	-Special Administrator	Mar-22	Current
Mr. Praneel Prasad	- Special Administrator	Mar-22	Current
Ms. Elizabeth Peters	- Special Administrator	Mar-22	Current
Mrs. Anurashika Bari	- Chief Executive Officer	Aug – 20	Current
Mr. Mohammed Imraan	-Manager Corporate Services	05/05/22	Current
Ms. Losalini Bakeirewa	-Senior Health Inspector	08/02/2021	Current
Mr. Shiraz	-Senior HR officer	08/02/2021	Current

**Principal Activities**

The principal activities of the council during the year was established under Local Government Act (Cap 125) to provide for the health, welfare and convenience of the inhabitants of Nasinu Town Council 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 net loss for the financial year was \$(934,029), (2012 \$446,834 restated).

**Reserves**

It is proposed that no amounts be transferred to general reserves from accumulated funds, except for the movement in statement of changes in accumulated funds.

**Bad and Doubtful Debts**

Prior to the completion of the council's financial statements, the managements took reasonable steps to ascertain that action had been taken in relation to writing off of bad debts. In the opinion of the managements, the provision for doubtful debts is adequate.



**NASINU TOWN COUNCIL  
MANAGEMENTS' REPORT (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**Bad and Doubtful Debts (Cont.)**

As at the date of this report, the managements are not aware of any circumstances, which would render the amount written off for bad debts inadequate to any substantial extent.

**Non-Current Assets**

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

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

**Unusual Transaction**

In the opinion of the management, 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 management, to affect substantially the results of the operations of the Council in the current financial year.

**Events Subsequent to Balance Date**

No matters or circumstances have arisen since the end of the financial year which would require adjustments to, or disclosure in the financial statements.

**Other Circumstances**

As at the date of this report:

- (i) no charge on the assets of the Council has been given since the end of the financial year to secure the liabilities of any other person;
- (ii) no contingent liabilities have arisen since the end of the financial year for which the Council could become liable; and
- (iii) No contingent liabilities or other liabilities of the Council has become or is likely to become enforceable within the period of twelve months after the end of the financial year which, in the opinion of the management, will or may substantially affect the ability of the Council to meet its obligations as and when they fall due.

**NASINU TOWN COUNCIL  
MANAGEMENTS' REPORT (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**Other Circumstances (Cont.)**


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

**Managements' Benefits**

Since the end of the previous financial year, no management has received or become entitled to receive a benefit (other than those included in the aggregate amount of emoluments received or due and receivable by the management as shown in the financial statements or received as the fixed salary of a full-time employee of the Board or of a related corporation) by reason of a contract made by the Council or by a related corporation with the management or with a firm of which he is a member, or with a company in which he has a substantial financial interest.

For and on behalf of the Council and in accordance with a resolution of the managements.

Dated this 26 day of ~~Mar~~ April 2023.



.....  
Uma Kant Patel  
Special Administrator



.....  
Anurashika Bari  
Chief Executive Officer

**NASINU TOWN COUNCIL  
STATEMENT BY MANAGEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2013**

In accordance with a resolution of the management of the Nasinu Town Council, we state that in the opinion of the management:

- [i] the accompanying statement of 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 2013;
- [ii] 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 2013;
- [iii] the accompanying statement of changes in accumulated funds of the council is drawn up so as to give a true and fair view of the changes in accumulated funds of the council for the year ended 31 December 2013;
- [iv] the accompanying statement of cash flow 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 2013;
- [v] the financial statements have been prepared in accordance with International Financial Reporting Standards; and
- [vi] at the date of this statement there are reasonable grounds to believe that the council will be able to pay its debts as and when they fall due;

For and on behalf of the management and in accordance with a resolution of the management.

Dated this 23 day of April 2023.



.....  
Uma Kant Patel  
Special Administrator



.....  
Anurashika Bari  
Chief Executive Officer

# OFFICE OF THE AUDITOR GENERAL

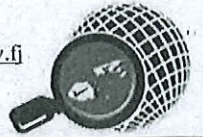
Promoting Public Sector Accountability and Sustainability through our Audits



Level 1, Modyl Plaza  
Karsanji St. Vatuwaqa  
P. O. Box 2214, Government Buildings  
Suva, Fiji



Telephone: (679) 330 9032  
E-mail: [info@auditorgeneral.gov.fj](mailto:info@auditorgeneral.gov.fj)  
Website: [www.oag.gov.fj](http://www.oag.gov.fj)



## INDEPENDENT AUDITOR'S REPORT

### Nasinu Town Council

#### Report on the audit of the financial statements

I have audited the accompanying financial statements of the Nasinu Town Council which comprise the Statement of Financial Position as at 31 December 2013, the Statement of Changes in Accumulated Funds, Statement of Comprehensive Income, Statement of Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

I do not express an opinion on the accompanying financial statements of Nasinu Town Council. Because of the significance of the matters described in the Basis for Disclaimer of Opinion section of my report, I am unable to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion on these financial statements.

#### Basis for Disclaimer of Opinion

1. A disclaimer of opinion was issued on the 2012 financial statements. I was unable to obtain sufficient and appropriate audit evidence to ascertain the accuracy of the opening balances. Therefore, I am unable to satisfy myself concerning the opening balances disclosed in the Statement of Financial Position of the Council and the impact it may have on the determination of the closing balances of the 2013 financial statements.
2. The Council did not maintain proper accounting records for Cash and Cash Equivalents amounting to \$56,361 as there were no bank reconciliations prepared to agree the general ledger balances. Therefore, I was unable to satisfy myself whether all cash receipts and payments have been completely and accurately accounted for in the Statement of Financial Position as at 31 December 2013.
3. The Council was not able to provide subsidiary records for receivable balances with respect to Rental, Rates, Business License, and allowance of doubtful debts amounting to \$63,704, \$8,752,271, \$672,188, and (\$919,926) respectively. Therefore, I was unable to satisfy myself whether these balances have been completely and accurately accounted for in the Statement of Financial Position as at 31 December 2013.
4. The Council was not able to provide subsidiary listings for Other Receivables which includes Advances, Deposits and Value Added Tax (VAT) receivable accounts amounting to \$65,027, \$5,702, and \$361,557 respectively. Therefore, I was unable to satisfy myself whether these balances have been completely and accurately accounted for in the Statement of Financial Position as at 31 December 2013.
5. The Council was not able to provide the Fixed Asset Register or subsidiary records to support Property, Plant and Equipment, Investment Property and Intangible Assets account balances amounting to \$1,435,939, \$45,625 and \$5,959 respectively. Due to the length in time that has lapsed from the financial year to the commencement of the audit, I was unable to perform physical verification to ascertain the existence of Property, Plant and Equipment, Investment

### Basis for Disclaimer of Opinion (con't)

Property and Intangible Assets. The Council did not perform a board of survey at the end of the financial year. Consequently, I was not able to ascertain the completeness and accuracy of the amount and whether any adjustments might be necessary in respect of the addition, disposal and accumulated depreciation at the end of the financial year and any corresponding adjustments to the elements making up the Statement of Comprehensive Income and Statement of Financial Position as at 31 December 2013.

6. The Council was unable to provide reconciliations and relevant supporting documents for Trade and Other Payable balance amounting to \$1,146,492. Therefore, I was unable to satisfy myself whether these balances have been completely and accurately accounted for in the Statement of Financial Position as at 31 December 2013.
7. The Council was unable to provide reconciliations, loan agreements, bank audit certificates and details to support interest-bearing borrowing balance amounting to \$133,423. Consequently, I was not able to ascertain that, the completeness and accuracy of the amount and whether any adjustments might be necessary in respect of the interest-bearing borrowing balance at the end of the financial year and any corresponding adjustments to the elements making up the Statement of Comprehensive Income and Statement of Financial Position as at 31 December 2013.
8. The Council was unable to provide the appropriate reconciliation and supporting documents for deferred income amounting to \$404,336. Moreover, there was lack of conformity to the accounting of *IFRS for SMEs Section 24 – Government Grants* by the Council. Consequently, I was not able to ascertain the completeness and accuracy of the amount and whether any adjustments might be necessary in respect of the deferred income balance at the end of the financial year and any corresponding adjustments to the elements making up the Statement of Comprehensive Income and Statement of Financial Position as at 31 December 2013.
9. The Council was unable to provide reconciliations and subsidiary listings to support general rates balance of \$1,975,106, business and trade license balance of \$265,602, taxi stands and carrier base charges of \$328,973, and other operating income amounting to \$253,626. Consequently, I was unable to ascertain the completeness and accuracy of these balances disclosed in the Statement of Comprehensive Income for the year ended 31 December 2013.
10. The Council was unable to provide reconciliations, subsidiary listings and payment vouchers to support advertising and public relation expense of \$36,166, depreciation and amortization expense of \$176,971, employees' salaries and benefits expenses of \$2,086,693, garbage collection expense of \$643,751, repairs and maintenance expense of \$736,834, transportation expense of \$150,297 and other operating expenses of \$901,482. Consequently, I was unable to ascertain the completeness and accuracy of these balances disclosed in the Statement of Comprehensive Income for the year ended 31 December 2013.
11. The Council has recorded \$356,775 (Note 14) as commercial lot deposits. The Council has not maintained separate bank account for these deposits. As at balance date the Council has insufficient funds to meet the refunds of the depositors should the need arise.
12. Generally, internal control function of cash, revenue management, payroll processing and procurement of good and services were found to be weak. Poor internal control may lead to fraud and possible misappropriation of funds.

## Other information

Management and Special Administrators are responsible for the other information. The other information comprises the information included in the Special Administrators' report but does not include the financial statements and my auditors' report thereon.

My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon. In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or my knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work, I conclude that there is a material misstatement of this other information, I am required to report that fact. Accordingly, I am unable to conclude whether or not the other information is materially misstated with respect to matters described in the Basis for Disclaimer of Opinion.

## Responsibilities of Management and Those Charged with Governance for the Financial Statements

The Management and Special Administrators are responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standard for Small and Medium-sized Entities (IFRS for SMEs) and the Local Government Act 1972, and for such internal control as the Management and Special Administrators determine 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, the Management and Special Administrators are 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 and Special Administrators either intend to liquidate the Council or to cease operations, or have no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Council's financial reporting process.

## Auditor's Responsibility 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. However, because of the matters described in the Basis for Disclaimer of Opinion section of my report, I was unable to provide a basis for an audit opinion of these financial statements.

I communicate with those charged with governance 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.

  
Sairusi Dukuno  
ACTING AUDITOR-GENERAL



Suva, Fiji  
09 May 2023

**NASINU TOWN COUNCIL  
STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 DECEMBER 2013**

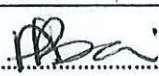
		2013	2012
	Notes	\$	\$
<b>Revenue</b>			
General rates		1,975,106	2,473,990
Business and trade license		265,602	234,430
Taxi stand and carrier base charges		328,973	311,905
Other operating income	2	253,626	340,930
<b>Total operating revenue</b>		<b>2,823,307</b>	<b>3,361,254</b>
<b>Expenses</b>			
Advertising and public relation expense		(36,166)	(20,734)
Depreciation and amortisation expense		(176,971)	(225,202)
Employees salaries and benefits expenses	3	(2,086,693)	(2,043,362)
Garbage collection expense		(643,751)	(399,685)
Repairs and maintenance expense		(736,834)	(199,222)
Transportation expense		(150,297)	(211,033)
Other operating expenses	4	(901,482)	(1,511,982)
<b>Total operating expenses</b>		<b>(4,732,194)</b>	<b>(4,611,219)</b>
<b>Operating loss before interest</b>		<b>(1,908,887)</b>	<b>(1,249,965)</b>
Finance costs	5	(13,033)	(26,374)
Interest income	5	987,891	829,506
<b>Operating loss after interest for the year</b>		<b>(934,029)</b>	<b>(446,834)</b>
Other comprehensive income		-	-
<b>Total comprehensive loss for the year</b>		<b>(934,029)</b>	<b>(446,834)</b>

*The accompanying notes form an integral part of this statement of comprehensive income*

**NASINU TOWN COUNCIL  
STATEMENT OF FINANCIAL POSITION  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	Notes	2013 \$	2012 \$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash on hand and at bank	6	56,361	33,888
Trade and other receivables	7	9,000,823	8,890,044
<b>Total current assets</b>		<b>9,057,184</b>	<b>8,923,932</b>
<b>Non-current assets</b>			
Property, plant and equipment	8	1,435,939	1,470,232
Investment property	9	45,625	46,250
Intangible asset	10	5,959	5,441
<b>Total non-current assets</b>		<b>1,487,523</b>	<b>1,521,922</b>
<b>TOTAL ASSETS</b>		<b>10,544,707</b>	<b>10,445,855</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Trade and other payables	11	1,146,492	101,733
Interest bearing borrowings	12	127,337	135,474
Employee entitlement	13	38,052	49,494
Deferred revenue	15	50,000	50,000
<b>Total current liabilities</b>		<b>1,361,881</b>	<b>336,701</b>
<b>Non-current liabilities</b>			
Interest bearing borrowings	12	6,086	40,811
Deposits	14	392,945	382,945
Deferred revenue	15	354,336	321,910
<b>Total non-current liabilities</b>		<b>753,367</b>	<b>745,666</b>
<b>TOTAL LIABILITIES</b>		<b>2,115,248</b>	<b>1,082,367</b>
<b>NET ASSETS</b>		<b>8,429,459</b>	<b>9,363,488</b>
<b>MUNICIPAL FUNDS</b>			
Accumulated funds		8,429,459	9,363,488
<b>TOTAL MUNICIPAL FUNDS</b>		<b>8,429,459</b>	<b>9,363,488</b>

  
 Uma Kant Patel  
 Special Administrator  
 Date 26/04/23

  
 Anurashika Bari  
 Chief Executive Officer  
 Date 26/04/23

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



**NASINU TOWN COUNCIL  
STATEMENT OF CHANGES IN ACCUMULATED FUNDS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	<b>Accumulated funds</b>	<b>Total</b>
	<b>2013 \$</b>	<b>2013 \$</b>
Balance at 31 December 2011 ( IFRS for SME's restated)	9,810,322	9,810,322
Loss for the year 2012	(446,834)	(446,834)
Balance at 31 December 2012 ( IFRS for SME's restated)	9,363,488	9,363,488
Loss for the year 2013	(934,029)	(934,029)
<b>Balance at 31 December 2013</b>	<b>8,429,459</b>	<b>8,429,459</b>

*The accompanying notes form an integral part of changes in accumulated funds*

**NASINU TOWN COUNCIL  
STATEMENT OF CASH FLOW  
FOR THE YEAR ENDED 31 DECEMBER 2013**

		2013	2012
	Note	\$	\$
<b>Cash flows from operating activities</b>			
Receipts from customers		2,797,022	3,536,389
Payments to suppliers and employees		(3,652,400)	(4,594,735)
Cash generated from operations		(855,378)	(1,058,346)
Interest and other costs of finance paid		(13,033)	(26,374)
Interest income		987,891	829,506
Net cash provided by operating activities		119,480	(255,215)
<b>Cash flows from investing activities</b>			
Payment for property, plant and equipment		(142,571)	(75,290)
Proceeds from sale of property, plant and equipment		6,000	456,813
Net cash used in investing activities		(136,571)	381,523
<b>Cash flows from financing activities</b>			
Repayment from borrowings, net		(105,058)	(114,761)
Proceeds from UNDP capital grant		82,426	-
Net cash used in financing activities		(22,632)	(114,761)
Net increase / (decrease) in cash and cash equivalents		(39,723)	11,547
Cash and cash equivalents at the beginning of the year		3,536	(8,011)
Cash and cash equivalents at the end of the year	6	(36,187)	3,536

*The accompanying notes form an integral part of this statement of cash flows*

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 1. SUMMARY OF ACCOUNTING POLICIES**

**Statement of compliance**

The financial report has been prepared in accordance with the Local Government Act (Cap 125), and International Financial Reporting standards ('IFRS') for SME.

**Basis of preparation**

The Council has changed its accounting policies which were based on Fiji Accounting Standards on 1 January 2008 to comply with IFRS for SME's. The transition to IFRS for SME's is accounted for in accordance with IFRS 1 'First-time Adoption of International Financial Reporting Standards', with 1 January 2008 as the date of transition.

The accounting policies set out below have been applied in preparing the financial statements for the year ended 31 December 2013.

The financial report has been prepared on the basis of historical cost, except where revaluation of certain non-current assets is carried.

In the application of IFRS for SME's, management is required to make judgments, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and 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. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods. Judgments made by management in the application of IFRS for SME's that have significant effects on the financial statements and estimates with a significant risk of material adjustments in the current year are disclosed, where applicable, in the relevant notes to the financial statements.

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

The following significant accounting policies have been adopted in the preparation and presentation of the financial report:

**(a) Borrowing costs**

Borrowing costs directly attributed to buildings under construction or lands are capitalised as part of the cost of those assets. Other borrowing costs are recognized as an expense in the year in which they are incurred.

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 1. SUMMARY OF ACCOUNTING POLICIES (CONT'D)**

**(b) Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand, cash in banks and net of outstanding bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the statement of financial position.

**(c) Comparative amounts**

Comparative amounts have been restated to comply with the adoption of IFRS for SME's and related financial statement and disclosure impact.

**(d) Employee benefits**

Provision is made for benefits accruing to employees in respect of wages and salaries and annual leave when it is probable that settlement will be required and they are capable of being measured reliably.

Provision made in respect of employee benefits expected to be settled within 12 months, are measured at their nominal values using the remuneration rate expected to apply at the time of settlement.

**Defined contribution plans**

Contributions to State owned defined contributed superannuation plans are expensed when incurred.

**(e) Financial assets**

Financial assets are classified into "advances and receivables". The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

**Advances and receivables**

Trade receivables loans and other receivables are recorded at less allowance for doubtful debts.

**(f) Impairment of assets**

At each reporting date, the council is expected to review the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is to be estimated in order to determine the extent of the impairment loss, if any. Where the asset does not generate cash flow that are independent from other assets, the council would have estimated the recoverable amount of the cash-generating unit to which the asset belongs. Intangible assets, if relevant, are tested for impairment annually and whenever there is an indication that the asset may be impaired.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value that reflects current market assessments of the time money and the risks specific to the asset for which the estimates of future cash flows have been adjusted.

If the recoverable amount of an asset or cash-generating unit is estimated to be less than its carrying amount, the carrying amount of the asset or cash-generating unit is reduced to its recoverable amount.

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 1. SUMMARY OF ACCOUNTING POLICIES (CONT'D)**

**(f) Impairment of assets (cont'd)**

An impairment loss is recognized in income statement immediately, unless the relevant asset is carried at fair value, in which case the impairment loss is treated as a revaluation decrease.

**(g) Income tax**

The council is exempted from income tax in accordance with the provision of the Section 17 (4) of the Income Tax Act (Cap 201).

**(h) Investment property**

Investment property, which is property held to earn rentals and/or for capital appreciation, is measured at its cost at the reporting date. If there are Gains or losses arising from changes in the fair value of investment property are included in income statement in the period in which they arise.

**(i) Intangible assets**

Intangible assets are purchased computer software that is stated at cost less accumulated depreciation and any accumulated impairment losses. It is amortized over its estimated life of ten years using the straight-line method.

If there is an indication that there has been a significant change in amortization rate, useful life or residual value of an intangible asset, the amortization is revised prospectively to reflect the new expectations.

**(j) Leased assets**

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

**Council as lessor**

Rental income from operating leases is recognized on a straight line basis over the term of the relevant lease.

If the Council had engaged in opening lease payments it would have recognized as an expense 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.

**Lease incentives**

In the event that lease incentives are received to enter into operating leases, such incentives would have been recognized as a liability. The aggregate benefits of the incentives will be recognized as a reduction of rental expense on a straight-line basis, except where another systematic basis is more representative of the time pattern in which economic benefits from the leased asset are consumed.

**(k) Payables**

Trade payable and other accounts payable are recognized when the council becomes obliged to make future payments resulting from purchase of goods and services.

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 1. SUMMARY OF ACCOUNTING POLICIES (CONT'D)**

**(l) Presentation currency**

All amounts are stated in Fijian currency.

**(m) Property, plant and equipment**

Property, plant and equipment are measured at cost less accumulated depreciation. Cost includes expenditure that is directly attributable to the acquisition of the item. Cost of leasehold land include initial premium payment or price paid to acquire leasehold land including acquisition costs. In the event that settlement of all or part of the purchase consideration is deferred, cost is determined by discounting the amounts payable in the future to their present value as at the date of acquisition.

Depreciation is provided on property, plant and equipment, including buildings and leasehold land but excluding freehold land. Depreciation is calculated on a straight line basis so as to write off the net cost or other revalued amount of each asset over its expected useful life to its estimated residual value. The council have not depreciated Leasehold improvements over the period of the lease or estimated useful life, whichever is the shorter, using the straight line method. The estimated useful lives, residual values and depreciation method would have been reviewed at the end of each annual reporting period.

The following estimated useful lives are used in the calculation of depreciation:

Furniture, fittings and office equipment	20% - 8%
Motor vehicles	20%
Plant and tools	20%
Streetlights	8%

**(n) Provisions**

Provisions are recognized when the council has a present obligation, the future sacrifice of economic benefits is portable, and the amount of the provision can be measured reliably.

The amount recognized as provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation. Where provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows.

When some or all of the economic benefits required to settle a provision are expected to be recovered from a third party, the receivable is recognized as an asset if it is virtually certain that recovery will be received and the amount of the receivable can be measured reliably.

**(o) Revenue recognition**

**General rates, business and trade license, and taxi stand and carrier base charges**

Revenue from general rates and business and trade license are recognized on a normal accrual basis, net of Values Added Tax.

Taxi stand and carrier base charges are recognized on cash basis, net off Value Added Tax.

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 1. SUMMARY OF ACCOUNTING POLICIES (CONT'D)**

**(o) Revenue recognition (cont'd)**

**Other operating income**

Rental income are recognized on a normal accrual basis, net of Value added Tax.

Rental income represent income earned from renting out of Kiosk building space and is stated net of Value Added Tax.

Advertising on council properties, fines and miscellaneous income and hire of playing fields are recognized on cash basis, net off Value Added Tax.

**Interest income**

Interest income is recognized on all overdue general rates and rental income.

**(p) Value added tax**

Revenues, expenses and assets are recognized net of the amount of value added tax (VAT), except:

- i) Where the amount of VAT incurred is not recoverable from the taxation authority, it is Recognized as part of the cost of acquisition of an asset or as part of an item of expense; or
- ii) For receivables and payables which are recognized inclusive of VAT.
- iii) VAT is payable based on cash basis for the council.
- vi) VAT payable / receive recognition based on accrual basis of revenues and expenses and are reconciled to that of cash receipts and payments.

The net amount of VAT recoverable from, or payable to, the taxation authority is included as part of receivables or payables.

**(q) Government grant**

Grants from the government are recognized at their fair value in the statement of comprehensive income where there is a reasonable assurance that the grant will be received and the council has complied with all attached conditions. Grants received where the council has yet to comply with all attached conditions are recognized as a liability (and included in deferred income) and released to income when all attached conditions have been complied with. Government grants received are included in 'other operating income' in statement of comprehensive income.

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013 \$	2012 \$
<b>NOTE 2. OTHER OPERATING INCOME</b>		
Rental income	140,156	142,260
Deferred revenue	50,000	50,000
Fines and miscellaneous income	57,959	123,843
Gain on sale of assets	5,217	24,495
Subscription	294	332
	<u>253,626</u>	<u>340,930</u>

<b>NOTE 3. SALARIES AND EMPLOYEE BENEFITS</b>		
Salaries and wages	1,808,525	1,782,165
FNPF contribution	147,855	139,333
TPAF levy	18,517	17,769
Training and education	13,119	12,257
Acting allowances and other benefits	98,677	91,837
	<u>2,086,693</u>	<u>2,043,362</u>

<b>NOTE 4. OTHER OPERATING EXPENSES</b>		
Telephone, internet and fax	31,643	26,276
Printing, stationery and postages	66,926	50,016
Insurances	47,312	35,659
Meeting and entertainment expenses	5,063	12,001
Electricity and water	202,804	262,283
Audit fee	10,000	-
Bank charges	9,460	5,377
Legal expenses	16,390	12,142
Subscriptions	607	546
Bad and doubtful debts	474,302	948,560
General operating expenses	36,975	159,123
	<u>901,482</u>	<u>1,511,982</u>



NASINU TOWN COUNCIL  
 NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
 FOR THE YEAR ENDED 31 DECEMBER 2013

NOTE 5. FINANCE COSTS AND INTEREST INCOME	2013 \$	2012 \$
<b>Finance costs</b>		
Loan-Westpac Banking Corporation Limited	3,662	10,866
Finance lease-Credit Corporation Fiji Limited	2,547	3,094
Finance lease-Merchant Finance Co. Limited	6,824	12,414
<b>Total finance costs</b>	<b>13,033</b>	<b>26,374</b>
<b>Interest income</b>		
Interest on overdue rates and rental debtors	<u>987,891</u>	<u>829,506</u>
<b>Total finance income</b>	<b><u>987,891</u></b>	<b><u>829,506</u></b>

NOTE 6. CASH ON HAND AND AT BANK		
Petty cash	200	200
Cash on hand	28,864	-
Australia and New Zealand Banking Group Limited	12,674	2,266
Bank of South Pacific Limited	14,623	31,422
<b>Total cash on hand and at bank</b>	<b>56,361</b>	<b>33,888</b>

**Reconciliation of Cash and Cash Equivalents**

For the purposes of the statement of cash flows, cash and cash equivalent includes cash on hand, net off outstanding bank overdraft. Cash as at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the statement of financial position.

NOTE 7. TRADE AND OTHER RECEIVABLES		
<b>Current</b>		
Trade receivables	9,488,163	9,033,575
Allowance for doubtful debts	(919,626)	(445,324)
	8,568,537	8,588,252
<b>Other receivables:</b>		
Advances	65,027	65,027
Deposits	5,702	5,702
VAT refundable	361,557	231,063
<b>Total current trade and other receivables</b>	<b><u>9,000,823</u></b>	<b><u>8,890,044</u></b>

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013	2012
NOTE 7. TRADE AND OTHER RECEIVABLES (CONT'D)	\$	\$
<b>Movement in the allowance for doubtful debts:</b>		
Balance at the beginning of the year	445,324	465,787
Additional allowance during the year	474,302	-
Reversal of allowance for doubtful debts	-	(20,463)
	<u>919,626</u>	<u>445,324</u>
<b>At 31 December, the ageing analysis of trade debtors receivables is as follows:</b>		
<b>General rates receivable</b>		
Year 1	1,598,556	1,539,282
Year 2	3,589,687	3,456,584
Year 3	3,564,028	3,431,876
Total general rates trade receivables	<u>8,752,271</u>	<u>8,427,742</u>
<b>Business, trade license and rental receivable</b>		
30 - 60 days	134,407	110,653
60 - 90 days	301,820	248,477
over 90 days	299,665	246,704
Total business, trade license and rental trade receivables	735,892	605,833
<b>Total trade receivables</b>	<u><b>9,488,163</b></u>	<u><b>9,033,575</b></u>

Trade receivables principally comprise amounts outstanding for General rates, business and trade license and rental income.

As at 31 December 2013 trade receivables at nominal value of \$9,488,163 (2012: \$9,033,575) were examined for impairment and \$472,302 (2012: \$445,324) were provided.

Provisions for doubtful debts have been provided based on estimated 10% of outstanding of rates, Business and trade license and rental receivables. Management is of the opinion that 10% is a reasonable basis in the determination of provisions for doubtful debts.

General rates receivables are charged and interest when rates are not settled within 12 months' period. Outstanding balances incur interest.

Business and trade license is expected to be settled within 30 – 60 days' period, no interest is provided on outstanding balances.

Rental receivables is expected to be settled 30 – 60 days' period. Outstanding balances incur interest.

NASINU TOWN COUNCIL  
 NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
 FOR THE YEAR ENDED 31 DECEMBER 2013

NOTE 8. PROPERTY, PLANT AND EQUIPMENT						
	Land and buildings	Street lights	Motor vehicles	Office equipments and furnitures	Plant and tools	Total
	\$	\$	\$	\$	\$	\$
<b>Cost</b>						
Balance at 31 December 2012	696,090	702,363	869,087	220,106	53,625	2,541,271
Additions	85,186	-	38,388	10,709	6,312	140,595
Disposals	-	-	(17,334)	-	-	(17,334)
Balance at 31 December 2013	<u>781,276</u>	<u>702,363</u>	<u>890,141</u>	<u>230,815</u>	<u>59,937</u>	<u>2,664,532</u>
<b>Accumulated depreciation</b>						
Balance at 31 December 2012	64,905	259,315	565,437	153,670	27,714	1,071,041
Depreciation for the year	8,334	-	128,428	29,053	9,071	174,886
Disposals	-	-	(17,334)	-	-	(17,334)
Balance at 31 December 2013	<u>73,239</u>	<u>259,315</u>	<u>676,531</u>	<u>182,723</u>	<u>36,785</u>	<u>1,228,593</u>
Net book value at 31 December 2013	<u>708,037</u>	<u>443,048</u>	<u>213,610</u>	<u>48,092</u>	<u>23,152</u>	<u>1,435,939</u>
Net book value at 31 December 2012	<u>631,185</u>	<u>443,048</u>	<u>303,650</u>	<u>66,436</u>	<u>25,911</u>	<u>1,470,232</u>

	2013	2012
	\$	\$
<b>NOTE 9. INVESTMENT PROPERTY</b>		
<b>Land and buildings - at cost</b>		
Building - at cost	50,000	50,000
Less: accumulated depreciation	(4,375)	(3,750)
	<u>45,625</u>	<u>46,250</u>

Investment property generates flow of rental income from Kiosk building by renting out spaces for small to medium size business and individuals.

There was no valuation carried out on the investment property. The cost is based on historical cost.

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013 \$	2012 \$
<b>NOTE 10. INTANGIBLE ASSETS</b>		
<b>Computer software at cost</b>		
Balance at 31 December 2012	13,441	13,441
Additions	1,977	-
Disposals	-	-
Balance at 31 December 2013	<u>15,418</u>	<u>13,441</u>
<b>Accumulated amortisation</b>		
Balance at 31 December 2012	8,000	6,656
Amortisation for the year	1,459	1,344
Disposals	-	-
Balance at 31 December 2013	9,459	8,000
<b>Net book value at 31 December 2013</b>	<u><b>5,959</b></u>	<u><b>5,441</b></u>

<b>NOTE 11. TRADE AND OTHER PAYABLES</b>		
Trade payables	1,011,023	39,934
Other payables	135,469	61,799
<b>Total trade and other payables</b>	<u><b>1,146,492</b></u>	<u><b>101,733</b></u>

Trade and other payables principally comprise amounts outstanding for trade purchases and on-going costs. Trade payables are normally settled on 30 – 60 days' term.

<b>NOTE 12. INTEREST BEARING BORROWINGS</b>		
<b>Secured</b>		
<b>Current</b>		
Bank overdrafts	92,548	30,352
Bank Loan – Westpac Banking Corporation Limited ( a )	6,128	73,825
Finance Loan-Credit Corporation Fiji Limited ( b )	5,942	7,826
Finance Lease-Merchants Finance Pty Limited ( c )	22,719	23,471
<b>Total current secured borrowings</b>	<u><b>127,337</b></u>	<u><b>135,474</b></u>

NASINU TOWN COUNCIL  
 NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
 FOR THE YEAR ENDED 31 DECEMBER 2013

	2013 \$	2012 \$
<b>NOTE 12. INTEREST BEARING BORROWINGS (CONT'D)</b>		
<b>Non-Current</b>		
Bank Loan – Westpac Banking Corporation Limited ( a )	-	-
Finance Loan-Credit Corporation Fiji Limited ( b )	-	4,684
Finance Lease-Merchants Finance Pty Limited ( c )	6,086	36,127
<b>Total non-current secured borrowings</b>	<b>6,086</b>	<b>40,811</b>
<b>Obligations under finance lease</b>		
Not later than one year	33,572	51,192
Later than one year but not later than two years	6,693	40,811
Later than two years but not later than five years	-	-
	40,265	92,003
Less charges	5,518	19,895
	<u>34,747</u>	<u>72,108</u>
<b>Finance lease obligation is classified as follows:</b>		
<b>Current liability</b>		
Finance Loan-Credit Corporation Fiji Limited ( b )	5,942	7,826
Finance Lease-Merchants Finance Pty Limited ( c )	22,719	23,471
	<u>28,661</u>	<u>31,297</u>
<b>Non-current liability</b>		
Finance Loan-Credit Corporation Fiji Limited ( b )	-	4,684
Finance Lease-Merchants Finance Pty Limited ( c )	6,086	36,127
	6,086	40,811
<b>Total finance lease obligations</b>	<b>34,747</b>	<b>72,108</b>

Particulars relating to secured borrowings:

- (a) The loan from Westpac Banking Corporation Limited was raised by Nasinu Town Council to construct Council's office building at the variable rate of 7.49%. The loans are secured by Crown lease No. 213526 and Crown lease No. 540554.
- (b) The finance lease from Credit Corporation Fiji Limited is secured by a bill of sale on Motor Vehicle EU178. The interest is compounded at 11% for 4 years.
- (c) The finance lease from Merchant Finance & Investment Co. Limited is secured by a bill of sale on Motor vehicle FR604, FR724, FR720, FR179 & FR718. The interest is compounded at varying interest rates of 6.80% to 6.89%. The term of the lease is between 4 to 5 years.

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013	2012
	\$	\$
<b>NOTE 13. EMPLOYEE ENTITLEMENT</b>		
Employee leaves	<u>38,052</u>	<u>49,494</u>

**NOTE 14. DEPOSITS**

Deposits from tenants and advance payments from rate payers	36,170	36,170
Commercial lot deposits	<u>356,775</u>	<u>346,775</u>
	<u>392,945</u>	<u>382,945</u>

The commercial lot deposits comprised of property purchased Lot 4, DP 6380, HL 13526 situated at Valelevu Nasinu on 15<sup>th</sup> February 2006.

The purchase price of the land was \$1,000,000 + 2,700 square meter of the land that will be given to the seller after the land is fully developed and sub-divided.

Instead of paying \$1,000,000 cash upfront to the seller both parties agreed that, deposits received by the Council for the sale of subdivided land will be deposited into the trust account of the seller's solicitor's.

**NOTE 15. DEFERRED REVENUE**

<i>Government grant (a)</i>		
Balance as 31 December	250,000	250,000
Grant received during the year	-	-
Deferred income recognised during the year	<u>-</u>	<u>-</u>
	<u>250,000</u>	<u>250,000</u>
 <i>Japanese Government grant (b)</i>		
Balance as 31 December	121,910	171,910
Grant received during the year	-	-
Deferred income recognised during the year	<u>(50,000)</u>	<u>(50,000)</u>
	<u>71,910</u>	<u>121,910</u>
 <i>United Nations Development Programme (c)</i>		
Balance as 31 December	-	-
Grant received during the year	82,426	-
Deferred income recognised during the year	<u>-</u>	<u>-</u>
	<u>82,426</u>	<u>250,000</u>
<b>Total Deferred income</b>	<u>404,336</u>	<u>371,910</u>

**NASINU TOWN COUNCIL  
NOTES TO THE FINANCIAL STATEMENTS (CONT'D)  
FOR THE YEAR ENDED 31 DECEMBER 2013**

	2013	2012
	\$	\$
<b>NOTE 15. DEFERRED REVENUE (CONT'D)</b>		
Current	50,000	50,000
Non-Current	354,336	321,910
<b>Total Deferred income</b>	<u>404,336</u>	<u>371,910</u>

- (a) Deferred revenue relates to grant received from the Government for the upgrading of roads, drains and street lights for some of the identified squatter/informal settlements in Nasinu Town Council area.
- (b) The Japanese Government donated a Caterpillar SS660 to the Council in 2010.
- (c) The grant from United Nations Development Program was for the building of wall at Bulei Place at Laucala Beach Estate to avoid soil erosion as a result of Global warming. Revenue is brought to account over the periods necessary to match the related cost of the projects.

**NOTE 16. CAPITAL COMMITMENTS**

There were no capital commitments as at 31 December 2013 and Nil in 2012.

**NOTE 17. CONTINGENT LIABILITIES**

There was no contingent liability as at 31 December 2013 and Nil in 2012.

**NOTE 18. NOTES TO THE STATEMENT OF CASH FLOWS**

<b>Reconciliation of Net Cash provided by operating activities to net surplus</b>		
<b>Operating surplus</b>	(934,031)	(446,834)
Depreciation and amortisation	176,971	225,202
(Gain)/loss on sale of assets	(6,000)	(24,495)
Deferred income	(50,000)	(50,000)
Allowance for doubtful debts	474,302	(20,463)
Provision for employee entitlements	(11,442)	17,427
<b>Change in assets and liabilities:</b>		
(Increase)/decrease in debtors and sundry debtors	(454,587)	249,630
Increase/(decrease) in accounts payable and accruals	1,054,759	6,784
(Increase)/decrease in VAT receivable/(payable)	(130,494)	(212,466)
<b>Net cash provided by operating activities</b>	<b>119,480</b>	<b>(255,215)</b>

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

**NOTE 19. RELATED PARTY DISCLOSURE**

The names of managements in office at the date of this report are:

		<b>Appointment Date</b>	<b>Resignation Date</b>
Mr. Mosese Kama	- Special Administrator	Feb-10	Aug-19
Mr. Lute Berends	- Chief Executive Officer	Mar-17	Nov-18
Ms. Esita Nawani	-Manager Finance	18/06/2012	03/05/2020
Mr. Mosese Yavalavanua	-Manager Engineering	23/05/2012	07/06/2019
Mr. Shelvin Narayan	-Health Inspector	04/05/2009	27/01/2020
Mrs. Filimaina Waqa	-Manager Human Resources	22/07/2013	22/02/2017
Mr. Uma Kant Patel	-Special Administrator	Mar-22	Current
Mr. Praneel Prasad	- Special Administrator	Mar-22	Current
Ms. Elizabeth Peters	- Special Administrator	Mar-22	Current
Mrs. Anurashika Bari	- Chief Executive Officer	Aug – 20	Current
Mr. Mohammed Imraan	-Manager Corporate Services	05/05/22	Current
Ms. Losalini Bakeirewa	-Senior Health Inspector	08/02/2021	Current
Mr. Shiraz	-Senior HR officer	08/02/2021	Current

The above key management personnel's who have authority and responsible for planning, directing and controlling the activities of the entity, directly or indirectly.

We acknowledge and would like to declare that the current management team only facilitated the completion of 2013 and 2014 account, the current SA board, CEO and The Senior Finance Team were not employed in the years of 2013 & 2014.

**NOTE 20. SIGNIFICANT EVENTS DURING THE YEAR**

There were no significant events during the year.

**NOTE 21. EVENTS SUBSEQUENT TO BALANCE DATE**

No matter 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 years.

**Other Circumstances**

As at the date of this report:

- (i) no charge on the assets of the council has been given since the end of the financial year to secure the liabilities of any person;
- (ii) no contingent liabilities have arisen since the end of the financial year which the council could become liable; and



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

**NOTE 21. EVENTS SUBSEQUENT TO BALANCE DATE (CONT'D)**

**Other Circumstances (Cont.)**

(iii) no contingent liabilities or other liabilities of the council has become or is likely to become enforceable within the period of twelve months after the end of the financial year which, in the opinion of the managements, will or may substantially affect the ability of the council to meet its obligations as and when they fall due.

As at the date of this report, the management are not aware of any circumstances, which would render the provision for doubtful debts in the council, inadequate to any substantial extent.

**NOTE 22. FINANCIAL RISK MANAGEMENT**

Risk management is carried out by executive management. Executive management identifies, evaluates and monitors financial risks in close co-operation units. The key management provides overall risk management policies, as well as policies covering areas in interest risk, credit risk and on management of excess liquidity and tight cash flows.

**(a) Market risk**

Market risk is the risk that changes in the market prices, such as foreign exchange rates, interest rates and credit spreads will affect the council's income or the value of its holdings of financial instructions.

The objective of market risk management is to control market risk exposures within acceptable parameters while optimizing the return on risk.

**(b) Interest rate risk**

The council has significant interest-bearing borrowings. Borrowings from banks and other financial institutions at variable interest rates exposes the council to interest rate risk. These risks are managed closely by management within the approved policy parameters. For additional borrowings, the council negotiates an appropriate interest rate with banks and other financial institutions with the management's approval and borrows from the bank and other financial institutions which offers the overall favorable terms including interest rates.

**(c) Regulatory risk**

The council's financial performance can be impacted by government regulatory policies such as to differing on collection of debts.

The salaries and wages payable to employees are subject to relevant wages regulations and employment legislation.

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

**NOTE 22. FINANCIAL RISK MANAGEMENT (CONT'D)**

**(d) Credit risk**

Credit risk is the risk of financial loss to the council if a customer or counter party to a financial instrument fails to meet its contractual obligations and arises principally from the council's receivables from its customers. The councils have policies in place to review on a consistent basis on long term debt from its customers. A provision for doubtful debts is provided based on estimated 10% on outstanding rates, business and trade license and rental receivables.

**(e) Liquidity risk**

The council manages liquidity risk by maintaining adequate, banking facilities and reserve borrowing facilities by continuously monitoring forecast and actual cash flows.

**NOTE 23. COUNCIL DETAILS**

**Council Incorporation**

The council was established under the Local Government Act (Cap 125).

**Principal Place of Business**

The principal place of business of the council is at Mayoral Drive Valelevu, Nasinu, and Suva.