

**NAUSORI TOWN COUNCIL**

**ANNUAL REPORT**

**2017**

## **1.0 BACKGROUND OF NAUSORI TOWN**

### **1.1 Introduction**

Nausori is a town that has evolved from what was once a thriving sugar industry in the 19<sup>th</sup> century for the colony of Fiji, to a rural backwater town on the banks of the Rewa from 1937 onwards to the present. It is historic in the sense that it was the first sugar mill established by the Colonial Sugar Refining Co of Australia in 1881. It also hosted the first major influx of Indian labourers in Viti Levu in 1881 to come and work on the sugar plantations in the Rewa Delta. The descendants of those labourers have remained in Nausori or have moved to other parts of the country.

A lot of the relic of Nausori's colonial past still stand today as a postmark of what was once Nausori's golden age between 1881 – 1959. It ceased operations in early 1960's and the company and its workers left with a town in limbo. A distinct physical character of the town in the 1960's was the abundance of open spaces for sporting and cultural activities. Over the years these have become eroded by the conversion of some of those spaces into development lots where buildings have begun to establish themselves undermining the order and coherence that once marked the old town.

Nausori has grown rapidly in the last few years because of the addition of the Naulu/Nakasi and Davuilevu Housing areas. In the 1996 census the town's population was 17,000. By 2007 the population was 24,950. It is likely that the new adjacent areas of Waila Housing State I – III may be added to it in the review of the Nausori Scheme Plan in 2010.

Downtown Nausori is physically located by the Rewa River sitting on the border between the three provinces of Tailevu, Rewa and Naitaisiri. This strategic location makes it an important town serving a regional function for these provinces. It lies at the heart of the agricultural hinterland that was once home to sugar cane and thence rice cultivation. It is the gateway to the flat alluvial plains of the Rewa Delta, which is subject to flooding at intermittent intervals.

By contrast the newer Nausori from the opposite banks of the Rewa in Waila, Davuilevu, Naulu and Nakasi are a direct consequence of Suva's urban sprawl. The resident population of the town is heavily concentrated there because of higher ground which on most cases have saved it from the ravages of the delta flood. The process of urban sprawl is also heavily concentrated in this area, the consequence for which is the heavy traffic jam on Kings Road during the rush hour.

The economic base of the town is primarily in retailing and some services. There is some food processing but very little industrial or manufacturing base. Nausori could very rightly be regarded as a dormitory town for Suva, growing but not significantly.

The town is primarily composed of Indo Fijians and the indigenous population. There are very few Chinese, part Europeans left there from the colonial era. But a lot of new migrants into Nausori can be felt, particularly those coming from the Northern division and many others who have been relocated from Suva. They are mostly located in the suburbs of Nausori.

Downtown Nausori itself is not densely populated. Those who do business there live outside of the area. There is much movement in traffic during the day indicating the rather transient nature of the town.

The sense of identity for the town cannot be easily established because of the transient nature of the town and of the sharp divide in the ethnic lines which keeps the Indians mostly in town and the indigenous people in their villages. But this is slowly changing in view of the new additions to the township.

## 1.2 **Environmental Scan**

### **Local and Regional Issues**

Nausori is an old town fraught with many challenges of which have been there for a long time while others have recently emerged with the process of urbanization. These issues can be summarized briefly thus:

#### a) **Population**

The population of Nausori in the last census had grown from 24,950 to 29,000 and approximately 30,000 - 32,000 in 2017. This major increase is attributed to the transfer of Naulu/Nakasi/Davuilevu Housing and Wainibuku from Nasinu and its inclusion in the Nausori township in 2004. Also in the last few years there have been migration into the township from the Northern Division with the expiry of cane leases and people looking for alternative livelihood. The government's policy of the relocation of squatters from Suva into the peri urban peripheries has seen an influx of informal settlements within and about Nausori's vicinity. Nausori is part of the fastest growing population zones in the country and growth is expected to continue in the long term.

#### b) **Economic Malaise**

The growth in the population is mostly among the working class and unemployed while the economy remains stagnant and has been for a long time. The Town functions as a trade centre for the Delta area with emphasis on some services, food processing and retailing. There is very little manufacturing of light industrial goods and timber milling and log processing. Downtown Nausori has recently experienced out migration of business and people either to outer suburbs or elsewhere.

#### c) **Traffic Growth**

The advent of the motor car and its impact on settlement patterns has its obvious impact on a small town like Nausori. With old infrastructure, limited streetscape and an influx of people converging on it gives the feel of an

overcrowded, vibrant and busy town. In fact it merely underscores the state of confusion that the town is in rather than a genuine economic revival. But the flow of traffic within and out of Nausori is an issue worthy of attention. In its rough triangular shape downtown Nausori's limited street numbers and narrow spacing poses a challenge for any driver. The possibility of "pedestrianising" part of the town should not be discounted.

**d) Insensitive Development**

The original design and layout of the town has been undermined by inconsistent policy decisions by past Councils. Contravention of planning regulations have been evident particularly in the substitution of public open spaces by buildings creating a smug look that negatively impacts the aesthetic value and character of the town. Encroachment of new buildings to various lots have been evident on a number of occasions.

The sprawl of urban settlements in the relocation of squatters has already created disruptions in the town planning regulations particularly in areas of disputed land tenureship. There is a growth of backyard garages in residential areas and an incompatibility in new development to zoning classification which need correcting.

**e) Littering and Waste Disposal**

Indiscriminate littering both in downtown and the suburbs are a common feature of Nausori, some of which are quite deliberate sabotage. Counter measures taken by the Council to combat littering have so far remained ineffective because the matter requires the introduction of some form of deterrence to control it.

**f) Impact of Waste Disposal on Municipal Expenditure**

The necessity for bringing some discipline into the litter issue through the use of Naboro Landfill has an associated problem of cost, due to the long distance of transporting waste to Naboro. The cost of dumping at Naboro which currently represents 25% of our total operating expenditure will soon exceed 30% once the Lakena dump is closed.

**g) Impact of Land Tenure on Planning**

Town Planning is made more difficult by the complexity in the land tenure system with a good portion of the land belonging to native owners and private owners. There is little land controlled by the Council. Occasional interference by native land owners on leased land causes negative perceptions on investment in the town.

## **h) Unemployment**

Unemployment is a common problem in Nausori with a very little commercial and industrial base, most of the people live here but work in Suva or elsewhere. With the relocation of squatters from Suva to Nausori the problem is exacerbated.

But Nausori remains an important town from the strategic, social, economic and historic point of view. Apart from being the regional centre for the three provinces it is also a centre for cultural and sporting events. Major rugby and soccer events are hosted at Ratu Cakobau Park.

It is also a centre of academic excellence with 4 major secondary schools within its vicinity. The government administration for the Central division is based there headed by the Divisional Commissioner and other departmental heads. In terms of government's regional planning the thinking is to continue to maintain Nausori as the centre for the division and to allow subcentres like Vunidawa and Korovou as satellites that feed into it. There will be a need to strengthen the centre by building on agricultural potential to promote food processing in the town as a way of generating employment and strengthening the economy.

The Nausori airport hosts local, regional and international flights and is key to the development of the economy of the whole Central division. The export trade could be facilitated if quarantine facilities were introduced. Tourists from Australia and New Zealand can access tourist attractions in Northwest Viti Levu, Ovalau and in the Central Division.

In planning for the future, Nausori has to address some of its key contradictions. It is an overcrowded town yet few live and work there. It is an agricultural based town yet there is little food processing being done there. It is a growing town yet its Council has precious few assets to enable it to grow well into the future. The town has sound infrastructure yet it has little investment. While these maybe stereotypes gleaned from the daily conversations of its towns folk they reflect a concern that should not be taken for granted.

Finally Nausori also has to carefully weigh the impact of its local role as opposed to its regional one. The bulk of its revenue is drawn from ratepayers particularly the residents who often begrudge the business community for paying similar level of rates yet gain more income and services from their investments. This needs to be corrected. More opportunities should also be created for Nausori's regional constituents to invest more in Nausori not only in shopping for basic goods but also selling more products and investing more money in business to help Nausori grow. It will help consolidate the rural-urban linkage.

### **1.3 Review of Current Services and Programs**

The Nausori Town Council has limited assets confined mainly to the bus stand, the market, Ratu Cakobau Park, to Council commercial complexes hosting the Library, restaurants, nightclub and various other services. There are also some small parcel of land on Vunivivi Hill and Manoca. There are 3 Council's trucks and 3 official vehicles. Yet its scope of responsibility is wide and burdensome.

It maintains 20,512 meters of roads and 38,553 meters of drains of the municipality. It clears 2973 tons of garbage for disposal at Naboro and maintains key infrastructure like Cakobau Park, the Nausori Market and ensures the cleanliness of the town. It does these in consultation with the ratepayers. It has to address all grievances that are made to it on a regular basis and it tries to be a good custodian of ratepayers and stakeholder interests. But it can only do so within the resources it has at its disposal.

In the past 3 years the average budget implementation ratio was 4% Capital against 96% operating expenditure. The high operating expenditure was due in no small part on the cost of carting garbage to the Naboro Landfill which constitutes about 25% of our total annual operating budget. There being a significant improvement in our rate collection this year it is envisaged that our capital budget will be in excess of 10% of the total budget.

We have also for this year extended our services to Naulu/Nakasi and Davuilevu Housing in direct response to their call for better services to be given by the Council. We have in the process opened a Council Office in that area and it has proved useful in our community outreach and the collection of rates.

The potential for community involvement has yet to be fully explored. In June this year we had Environment Week where we marshaled community support for hosting community clean up in Waila and Davuilevu Housing. We hope to be appointing neighbourhood advisors from our neighbourhoods to help in identifying critical community issues that can be jointly tackled with the community. There is a serious problem of unemployment in the township and appropriate strategies need to be put in place to combat it.

### **1.4 Relevance of the "People's Charter"**

There are certain aspects of "The People's Charter" which are very relevant to municipal governance. The issue of ensuring effective and enlightened leadership as stated on Pillar 3 is appropriate. The others on Pillars 4 on Efficiency and Effectiveness of Service Delivery and Pillar 5 on Higher Economic Growth and ensuring sustainability are also relevant. So is Pillar 6 on making more land available for productive and social purposes. Pillar 8 on reducing poverty, (as part of social justice) is a critical component of sustainable urban development. The form and content of this Strategic Plan incorporates many of the principles of the Charter.

## 2.0 **Council Members and Principal Officers**

2.1 The review/reform program, introduced by Ministry of Local Government, Urban Development, Housing and Environment had Napolioni Masirewa appointed by the Government as the Special Administrator for the Council.

Special Administrator	-	Vacant
Chief Executive Officer	-	Akhtar Ali
Acting CEO	-	Deo Narayan (Till March)
Manager Finance	-	Swastika Rattan
Senior Health Inspector	-	Deo Narayan
Manager Nakasi	-	Sailosi Qalilawa
Secretary	-	Chandra Krishna (Mrs)
Market Manager	-	Jitendra Singh
Senior Rates Officer	-	Melvin Prasad
Technical Officer Field	-	Atish Naidu
Technical Officer Building	-	Taniela Taukeinikoro

Staffs were sent on trainings and short courses during the year.

## 2.2 **Sub Committees**

Subcommittees established during 2017 were:

- a) Building, Health, Environment, Town Planning & Works
- b) Finance and General Purposes
- c) Human Resource & Governance

All committee meetings were chaired by the Chief Executive Officer.

## 2.3 **Meetings**

The following meetings were held:

Meetings	2017
Building, Health, Town Planning, Environment & Works	5
Finance, Properties & General Purpose	4
Human Resource & Governance	6
HOD Meeting	9

## **2.4 Directory**

Location	-	2 Wainibokasi Road
Postal Address	-	P O Box 72, Nausori
Telephone	-	3477133
Fax:	-	3400048
Email	-	<a href="mailto:nausoritown@connect.com.fj">nausoritown@connect.com.fj</a>

## **2.5 Population**

Population of the town recorded as per the last census is:

Nakasi	.....
Davuilevu	.....
Nausori	.....

## **2.6 Councils Solicitor**

Lajendra Law  
Phone: 3100008                      Fax: 3100009  
Registered Office:                  Nasese, Suva

Tirath Sharma Lawyers  
K S Law

## **2.7 Councils Auditors**

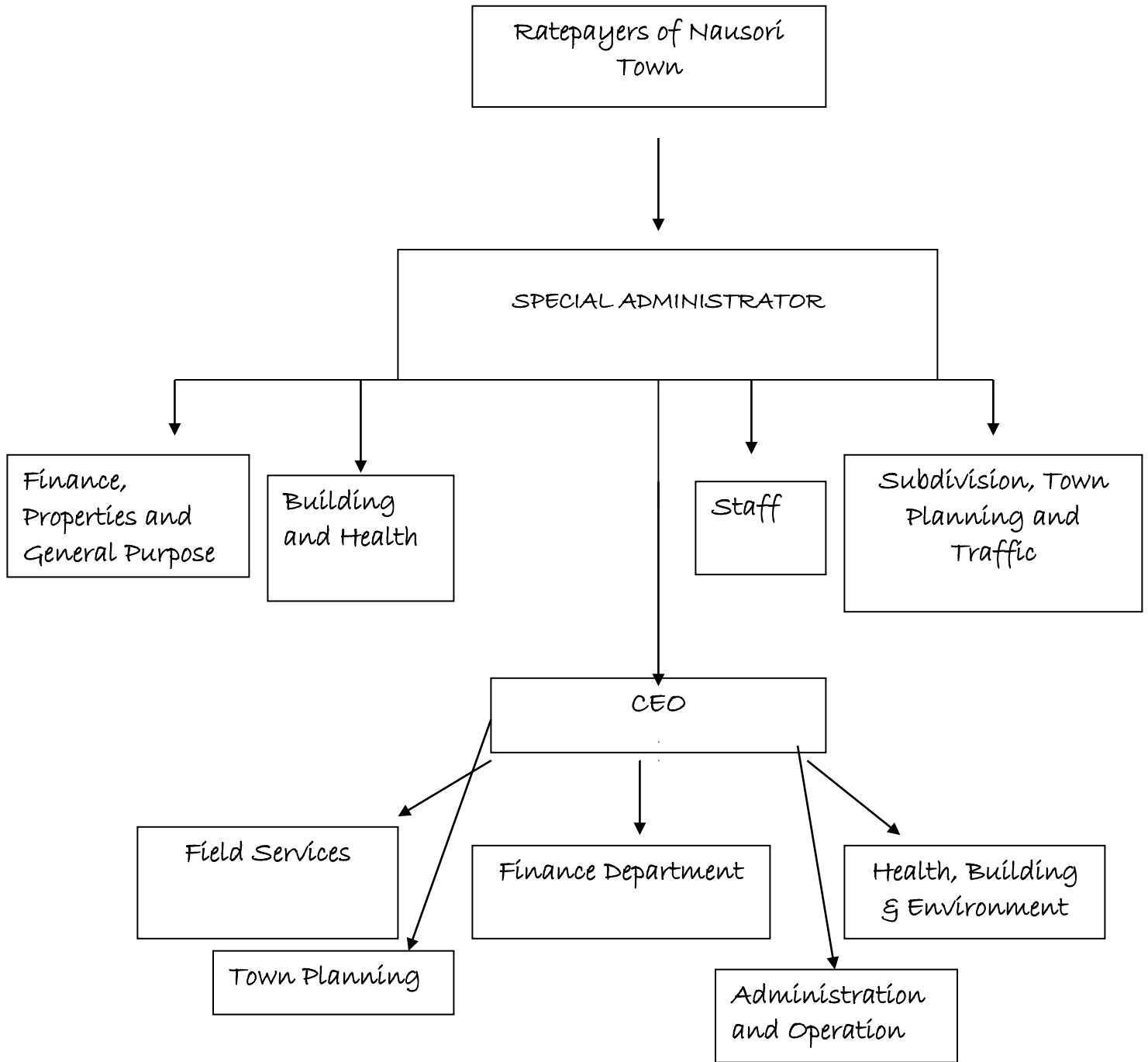
Auditor General's Office of Fiji

## **2.8 Council Bankers**

Bank of Baroda



**2.9 ORGANIZATION STRUCTURE OF THE MUNICIPALITY OF NAUSORI**



### **3.0 STRATEGIC DIRECTION**

#### **3.1 Vision**

- To develop Nausori to be a sustainable and liveable town that advocates the principles of sustainable economic growth, environmental responsibility and social justice.

#### **3.2 Founding Principles**

The town of Nausori will be focused on the process of sustainable urban development. During the plan period the key strategic priorities will involve the following:

- i) The promotion of sustainable economic growth through targeted investment to generate employment and income for all.
- ii) The provision of sound infrastructure for transport, water and sewerage, energy and communications and other sporting and cultural activities.
- iii) The promotion of sustainable environmental strategies to enhance the town's natural, built and human environment.
- iv) The promotion of integrated and strategic planning for land use, community and environmental planning that meets statutory requirements and community needs.
- v) The development of community based strategies to combat the rising problem of poverty and to promote fairness and equality of access for all.
- vi) The development a system of governance and service delivery that are financially sustainable, accountable and efficient.

### **4.0 Activities**

#### **4.1 Building Applications**

Health and Building section received a total of 270 building applications during the year. Total value of building applications received was \$637,172.100 and fees generated by the Council was \$123,872.97 during the year 69 Completion certificates were issued which had a value of \$8,763,529.46

#### **4.2 Health Report**

<b>TYPE OF BUSINESS</b>	<b>INSPECTION</b>	<b>REINSPECTION</b>	<b>TOTAL</b>
SHOPS	88	76	164
SUPERMARKET	137	122	259
FACTORIES	5	1	6
SUBDIVISIONS	18	10	28
BUILDING UNDER CONSTRUCTION	1,346	627	1,973
SCHOOLS	13	9	22
HAWKERS	49	26	75
HOUSE TO HOUSE	1200	89	1289
INVESTIGATION OF COMPLAINTS/NUISANCES	264	74	338
NEW BUILDING SITE BEFORE APPROVAL	270	-	270
BAKE HOUSE	68	22	90
KAVA SALOONS	7	7	14
RESTAURANTS/EATING PLACES	111	96	207
MILK PLACES	99	56	155
HAIRDRESSERS/CHIROPODISTS	37	16	53
RUBBISH DUMP	145	80	225
BUTCHER SHOPS	29	12	41
BOARDING HOUSES/HOTELS	16	11	27
<b><u>TOTAL</u></b>	<b>3,902</b>	<b>1,334</b>	<b>5,236</b>

Monitoring of grass cutting, rubbish picking and drain clean by contractors was undertaken during the month

Survey (3) was carried out of the old bus stand for construction of any additions & general daily up keeping of the site

Inspection of market operations / Public Toilets and other public health nuisances at CBD

#### **4.3 Business License Report**

A total of 925 business continued operation in town with 159 new business opening.

Grand total of business of business operating in town was **1084**.

#### 4.4 Finance Report

In year 2013, Financials were prepared in accordance with International Financial Reporting Standards for Small and Medium –sized Entities (“IFRS for SMEs”) and the requirements of Section 57 (2) of the Local Government Act.

Funds collected and expensed compared to budget from major revenue streams and expenses during the year based on the audited financial and Annual Corporate Plan was:

##### 4.4.1

##### **Operating Fund:**

<b>Particulars</b>	<b>Budget VIP</b>	<b>Figures per Un-Audited Financial</b>
Income excluding parking meter	4,857,539	3,880,696
<b>Less : Expenses excluding parking meter</b>	<b>4,904,036</b>	<b>4,136,679</b>
<b>Loss for the year</b>	<b>(46,497)</b>	<b>(255,984)</b>

##### **Parking Meter Fund:**

<b>Particulars</b>	<b>Budget VIP</b>	<b>Figures per Un- Audited Financial</b>
Parking meter Income	146,627	79,764
<b>Less : Expenses parking meter</b>	<b>66,267</b>	<b>16,042</b>
<b>Profit for the year</b>	<b>80,360</b>	<b>63,722</b>

##### **Consolidated Fund:**

<b>Particulars</b>	<b>Budget VIP</b>	<b>Figures per Un-Audited Financial</b>
Operating Fund	(46,497)	(255,984)
Parking Meter Fund	80,360	63,722
<b>Loss for the year</b>	<b>\$126,857</b>	<b>\$ (192,262)</b>

The financial figures depicted above is based on Accrual Basis of Accounting under the IFRS requirement.

The loss declared in the Operating Budget 2017 was to be recovered through the Shop N Save premium payment of \$3 million.

Actual Collection are as follows:

<b>Particulars</b>	<b>Amount VIP</b>
Rates	1,376,157.33
Business License	317,884.26
Taxi / Mini Van & Carrier Base	201,913.53
Commercial Rental	257,912.88

Note:

Council paid **\$586,534** on Interest on long term borrowings for the year.

#### **Subsequent Events:**

- Council continued with the completion of the Inter Transport (New Nausori Market & Bus Station) relocation project.  
Total external borrowings sanctioned by Fiji Development Bank for the project is \$ 10.4 million and Government grant commitment of \$3 million. Grant of \$1,500,000 was received in 2013 and 2014 respectively.  
The construction of the New Bus Station and Market was completed in the beginning of the month September 2015 while the full operation started off after the opening ceremony on 25th September 2015.  
Payment for the construction and consulting fees continued in 2017.

The VIP Construction Cost for the Inter Transport Project was as follows:

<b>Particulars</b>	<b>Amount</b>
FDB	10,041,463.93
Grant	2,608,695.66
Council Operating Fund	1,440,336.29
<b>Total</b>	<b>\$ 14,090,495.88</b>

As at 31<sup>st</sup> December 2017, the following sum (**VEP**) were committed for the Inter Transport Project in the Financial Statement:

<b>Particulars</b>	<b>Total Amount</b>
FDB / Operating Bank Account	9,830,918.35
ITP Government Grant	2,608,695.65
<b>Total Commitment</b>	<b>\$ 12,439,614.00</b>

- Council received a grant of **\$79,248.51 (VIP)** from Ministry of Local Government, Housing & Environment for the construction of restroom for taxi operators at Nakasi & Dunstan Street, Nausori. The construction completed in 2015 whereby full amount of grant was utilized.

- Council received a grant of **\$70,000 (VIP)** from Ministry of Local Government, Housing & Environment for the Drainage Project for the Vuci Informal Settlement in 2014 which was fully utilized. Additional grant of **\$30,000** was received from Ministry of Local Government, Housing & Environment for the Drainage Project for the Vuci Informal Settlement in 2015 and continued till 2017.
- Council received a grant of **\$252,650 (VIP)** from Ministry of Local Government, Housing & Environment for the construction of Multi-Purpose court at Cargill. Construction commenced in 2015 and completed in 2017.
- Council received a grant of **\$50,000 (VIP)** from Ministry of Local Government, Housing & Environment for the construction of Ratu Cakabou Park sanitary. Construction commenced in completed in 2017.
- Council incurred expenditure in relation to the development of Old Market Site in partnership with Shop & Save.
- Festival Expenses were created under Charts of Account to cater for expenses in relation to Sutelej, Girit, Fiji Business Excellence, Tebara Carnival and Fiji Pageant.

## 5.0 Rates Annual Report – 2017

### 1. Rates Struck for the year 2017

<u>Zoning</u>	<u>Rates Struck Charged</u>
Residential	\$ 0.01 on UCV
Commercial/Industrial	\$ 0.01 on UCV
Civic	\$ 0.002932 on UCV

### 2. Rates Opening Balance 2017

	<u>Opening Balance As At 01.01.2017</u>	<u>Total Collection As At 31.12.2017</u>	<u>Balance As at 31.12.2017</u>
<u>CURRENT</u>	1,304,152.33	842,137.32	462,015.01
<u>ARREARS</u>	2,655,348.98	534,020.01	2,123,115.40
<b>TOTAL</b>	<b>3,959,501.31</b>	<b>1,376,157.33</b>	<b>2,585,130.41</b>

### 3. Discount Allowed

- Discount was also given from Jan to March 2017.

### 4. Legal Cases

<u>Lawyers</u>	<u>No. of Files Given</u>	<u>Amount</u>
Lajendra Law	10	\$ 125,209.03
K S Law	7	\$ 65,716.34
Tirath Sharma Lawyers	9	\$ 57,770.12

<b>Total</b>	<b>26</b>	<b>\$ 248,695.49</b>
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### **Business License Report**

A total of 925 business continued operation in town with 159 new business opening.

Grand total of business of business operating in town was **1084**.

### **LIBRARY REPORT**

#### **Seating Capacity Table**

Library	Seating Capacity
	27

#### **Staffing Table**

Library	Total Number of Library Staff
	1

#### **Users Table**

Library	Users/Year
	7,221

#### **Membership or Registration**

##### **Table**

Library	Total Number of New Library Membership Registration	Total Number of Renewal Library Membership
	85	64

#### **Collection Development**

##### **Table**

Resources	Total Number of Resources received during 2017
Books	471
Periodicals	10
CDs/DVDs	-
Video Tapes	-

### **COLLECTION DEVELOPMENT AND LIBRARY MISSION**

#### **Mission: Collection development statements:**

To develop educational strategies to meet the information needs of library users

**One goal**

To provide intellectual and physical access of informational materials in a variety of format

**Objective 1**

Library staff to identify material that support the education curriculum and reading initiatives to members and its users

**Objective 2**

Library staff to identify the material suitable for the library

**Work Task for Objective**

Acquisitions/Library staff will request catalogues from publishers and suppliers specializing in public library and compile a list of suitable material

**Selection policy and the library's users****Objective**

Materials are selected by library staff of Nausori Town Council to support the school's curriculum and reading initiatives of its members

**Users**

Retirees

Kindergarten – Primary students

Secondary students

Tertiary students

Adults and parents

**Item in collection**

Language

Mathematics

Science

Commerce

Social Science

Home Economics

Ready reference – Encyclopedia, Dictionaries and handbooks

Fiction – Adult and Junior fiction

DVDs

Non-fiction – General and Junior Non Fiction

**Selection responsibilities**

Library staff

**Selection tools**

Popular in demand

Contemporary significance or permanent value

Scope of authority of the subject matter

Format and arrangement

Literary merit

Availability of material in the area

Price availability

Gift and donation



**Total Number of Resources**

**Table**

Resources	Total Number of Resources
Books	10,510
Periodicals	319
CDs/DVDs	16

**Library Services**

**Circulation, Inter Library Loan, and Reference**

**Table**

Library	Circulation	Reference Queries received and answered
	7,311	2,594

**Revenue Generated During January – December 2017**

New Membership	Library Overdue Fines – Book	Internet	Photocopy	Renewal of membership	Laminating	Printing	Replacement of ID card	Total
\$291.00	\$234.45	-	\$359.65	\$220.00	\$26.50	\$159.90	\$27.00	\$1318.50

**ICT Tools**

**Table**

Library	Computer	Printer	Copier/Scanner	Photocopier Machine	Laminating machine	Binding machine	Remarks
	5	1	1	1	1	1	

**Weakness/ Strength**

Added resources to the collection are donated and used books

Revenue collected – not enough revenue is collected because of the library does not have updated ID card machines for membership

Less charges for – late or overdue and membership registration

Manual system – outdated version

**Future Programmed**

Information Literacy as OPAC, Databases and Web based Searching.

## **FIELD DEPARTMENT**

### **1. TRANSPORT/COUNCIL FLEET**

At the start of the year, the Council had 3 garbage trucks (IL 952, EY 801 & ET 446) and 4 motor vehicles (FB 429, FR 974, FQ 859 & FQ 850). After the truck EY 801 got in an accident and was written off and ET 446 had major mechanical and repairs, the Council purchased a truck IY 190 (brand new tip truck – HOWO). Also in 2017, Council purchased an executive vehicle for the CEO. (JE 435 – Lexus).

### **2. PROJECTS UPDATE**

- a) Old Market Demolition – Council carried out demolition of the old municipal market which was fully completed by the Engineering Department. Staffs and workers were trained to complete the removal of asbestos under strict supervision and compliance by the OHS team. After removal of asbestos, others structures were fully removed. Cost of removal was \$65,000 which was funded under the grant by Ministry.
- b) Cargill Multipurpose Court – A wooden pavilion of capacity 60 people was constructed prior to the opening of the sports court by the Honorable Prime Minister. Most of the materials used were from the demolished structure of the old market.
- c) RCP Toilet Facility – A new male/female sanitary facility was constructed at a value of \$50,000 as a grant from Ministry.
- d) Naiyala Drainage works – installation of new v-drains was carried out at Naiyala Subdivision under Ministry Grant at a cost of \$52,000.
- e) Crossover Pedestrian Bridge – a cross over pedestrian bridge was constructed at the Municipal market.

### **3. RATU CAKOBANU PARK**

Repair works on the structure, ground and electrical continued during the year with Ministry assisting via grant of \$250,000 (2017/2018) for repairs and most importantly to remove the depot from Ratu Cakobanu Park and relocate it to the vacant land at Manoca Industrial.

VIP Lounge decking was also extended and a separate toilet facility provided. Council hosted the Fiji Fact Soccer Tournament in May. Rugby Semi Finals was also hosted at the park. Furthermore, we also hosted the Soccer BOG Finals in July.

#### 4. BEAUTIFICATION

Beautification works continued with pruning and weeding being carried out on a monthly basis. New garden trays were constructed at the Market and Bus Terminal areas.

#### 5. SOLID WASTE MANAGEMENT

Two cleanup campaigns were carried out.

Garbage collection continued with Nausori and Davuilevu Ward collected by Council internally and Naulu, Nakasi, Davuilevu Housing & Wainibuku Wards outsourced to contractors.

### MARKET

#### 1.0 Revenue Collections:

##### ITP - Revenue Summary

Type	Qty	Rate	Target New Market			Actual			
			Weekly	Monthly	Yearly	Amt Collected- Dec	Arrears	Jan-Nov	Total YTD
Vegetables/ Root Crops/ Fruits	1252	7.55	9,452.60	37,810.40	453,724.80	42,322.55	4,817.59	424,873.61	472,013.75
Groceries	39	15.2	592.80	2,371.20	28,454.40				-
Kava	156	10.35	1,614.60	6,458.40	77,500.80				-
Handicraft	74	10.35	765.90	3,063.60	36,763.20				-
Sukhi	4	10.35	41.40	165.60	1,987.20				-
Eggs	44	7.55	332.20	1,328.80	15,945.60				-
Casual-Vendors	300	7.55	2,265.00	9,060.00	108,720.00	13,250.00		117,233.60	130,483.60
Fish	2500	0.3	750.00	3,000.00	36,000.00	3,912.10		30,626.65	34,538.75
Kai	22	2.8	61.60	246.40	2,956.80	509.40		4,706.65	5,216.05
Poultry	11	3.8	41.80	167.20	2,006.40	357.20		3,405.45	3,762.65
User Pay -Bus Stand		0.2	1,000.00	4,000.00	48,000.00	5,456.60		61,233.50	66,690.10
User Pay -Market		0.2	500.00	2,000.00	24,000.00	3,144.60		28,488.50	31,633.10
Car Park		1	5,000.00	20,000.00	240,000.00	12,504.00		119,748.00	132,252.00
Fees - Advertising / Water / Others			926.00	4,167.00	50,004.00	-		48,056.87	48,056.87
Fees - Bus Stand			888.88	3,999.96	47,999.52	3,522.78		52,820.38	56,343.16
Fees - Carrier Stand								-	-
Fees - Mini Bus Base								-	-
			24,232.78	97,838.56	1,174,062.72	84,979.23	4,817.59	891,193.21	980,990.03

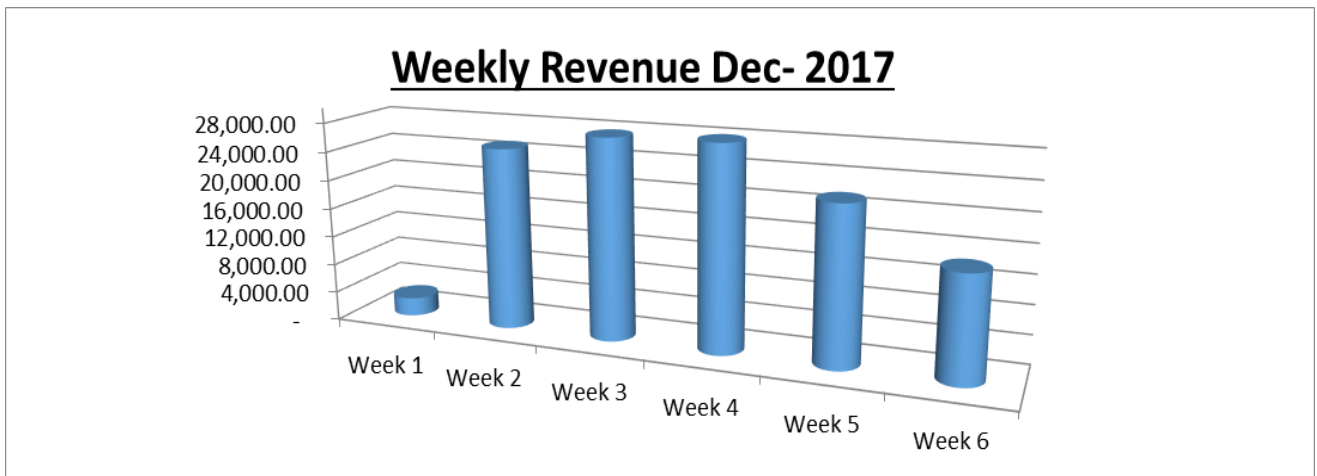
Sweet Carts	15	12.5	187.50	750.00	9,000.00	785.00	75.00	5,950.80	6,810.80
Kiosks	33	115.4	3,808.20	15,232.80	182,793.60	17,070.89	2,307.59	133,895.13	153,273.61
Restaurants	3	392.4	1,177.20	4,708.80	56,505.60	5,101.18	-	75,898.98	81,000.16
Butchers/Office	1	890.69	890.69	3,562.75	42,753.05	8,778.25		11,695.21	20,473.46
Epay	2	161.54	323.08	1,292.32	15,507.84			1,636.00	1,636.00
ATM/Bread Shop	2	643.15	1,286.30	5,145.20	61,742.40	2,913.54		52,853.72	55,767.26
			7,672.97	30,691.87	368,302.49	34,648.86	2,382.59	281,929.84	318,961.29

<b>Total Revenue at 100% Occupancy</b>	<b>31,905.75</b>	<b>128,530.43</b>	<b>1,542,365.21</b>	<b>119,628.09</b>	<b>7,200.18</b>	<b>1,173,123.05</b>	<b>1,299,951.32</b>
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## 2.0) Weekly Comparisons

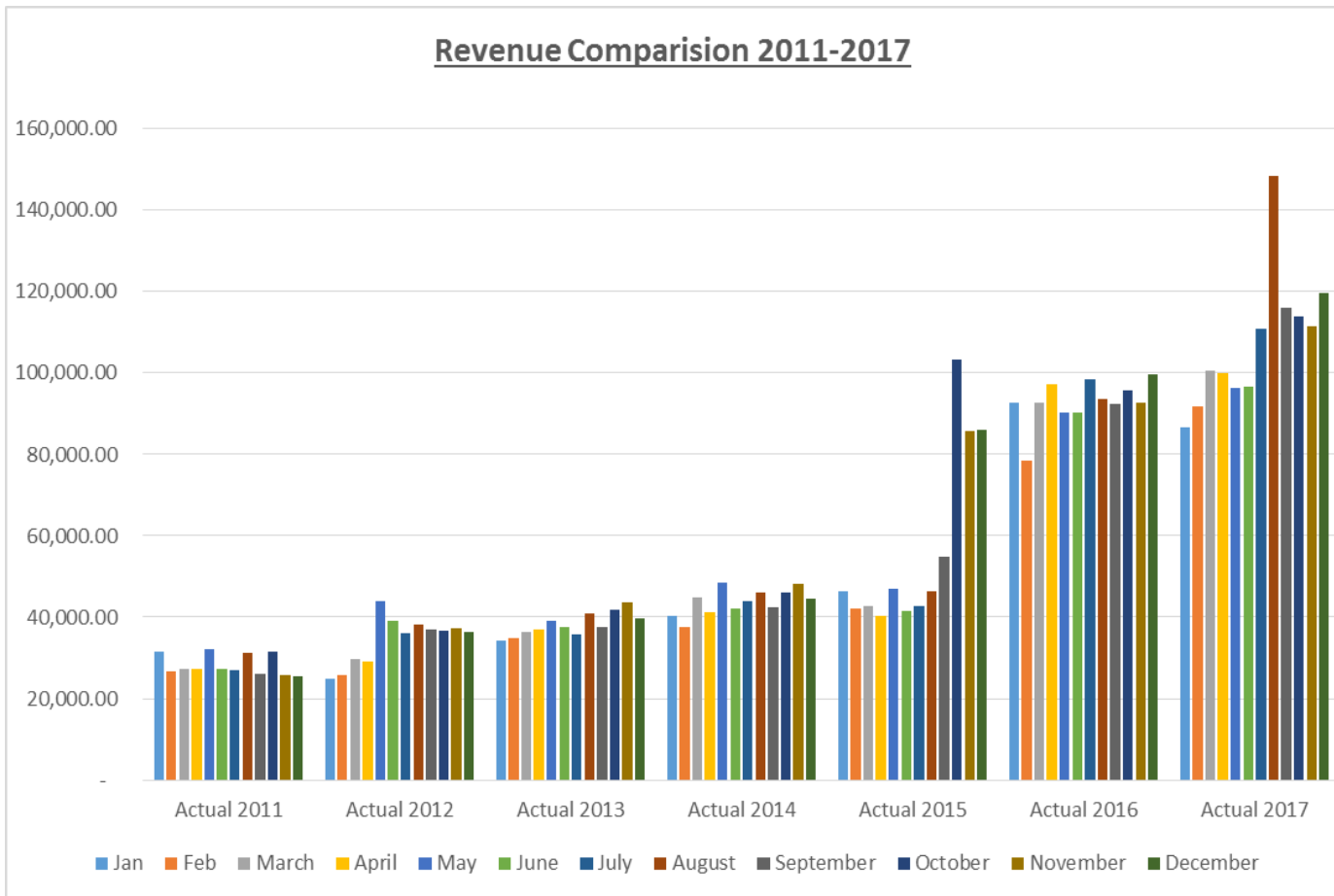
Produce	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total	Target	% achieved
Centre	480.25	2,440.00	2,836.25	2,971.75	2,392.00	1,131.25	12,251.50	5,750.00	213%
	-	-	-	-	-	-	-	-	
Reserves	1,005.60	9,114.50	9,366.30	10,070.30	7,984.15	4,781.70	42,322.55	37,720.00	112%
	-	-	-	-	-	-	-	-	
Poultry	-	60.80	72.20	64.60	83.60	76.00	357.20	172.50	207%
Fish	181.20	687.05	770.70	1,246.05	598.30	428.80	3,912.10	2,875.00	136%
Kai	5.80	93.35	95.90	124.45	122.80	67.10	509.40	230.00	221%
Kava	-	-	-	-	-	-	-	-	
Wholesale	40.00	232.50	242.50	264.75	166.25	52.50	998.50	958.33	104%
Restaurants	-	1,700.38	1,700.40	-	-	1,700.40	5,101.18	4,887.50	104%
Kiosks- Market	115.40	1,634.80	615.50	1,692.55	2,215.92	1,869.75	8,143.92	7,666.67	106%
Kiosks- Bus Stand	-	2,042.83	1,076.58	2,403.58	2,711.58	692.40	8,926.97	7,666.67	116%
Beat Carts- Market	10.00	-	50.00	125.00	-	-	185.00	212.94	87%
Beat Carts- Bus Stand	50.00	150.00	-	300.00	-	100.00	600.00	468.51	128%
<b>Car Park</b>	375.00	2,484.00	2,806.00	3,038.00	2,412.00	1,389.00	12,504.00	11,500.00	109%
<b>Bus Stand - Trips</b>	-	382.59	836.97	769.25	-	1,533.97	3,522.78	3,405.91	103%

<b>User Pay-Market</b>	96.00	704.40	655.20	799.40	594.40	295.20	<b>3,144.60</b>	<b>1,916.67</b>	<b>164%</b>
<b>Advertising</b>	-	-	-	-	-	-	-	<b>3,549.67</b>	<b>0%</b>
<b>User Pay -Bus Stand</b>	194.00	1,126.60	1,248.80	1,409.00	1,118.20	360.00	<b>5,456.60</b>	<b>3,066.67</b>	<b>178%</b>
<b>ATM/ Bread Shop</b>	-	-	4,924.34	2,653.91	1,200.00	-	<b>8,778.25</b>	<b>2,599.96</b>	<b>338%</b>
<b>Others/ Water Bill</b>	-	2,308.34	429.40	125.05	50.75	-	<b>2,913.54</b>	-	
<b>Total</b>	<b>2,553.25</b>	<b>25,162.14</b>	<b>27,727.04</b>	<b>28,057.64</b>	<b>21,649.95</b>	<b>14,478.07</b>	<b>119,628.09</b>	<b>94,646.98</b>	<b>126%</b>



### **3) Yearly Revenue Comparison 2012**

Month	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Target	% Achieved(2017)	(Short)/ Surplus
Jan	24,754.00	34,320.05	40,414.35	46,463.60	92,802.69	86,707.06	118,130.33	73%	- 31,423.27
Feb	25,658.00	34,765.75	37,598.60	42,201.30	78,478.33	91,757.81	101,254.44	91%	- 9,496.63
March	29,577.00	36,274.55	44,813.70	42,660.15	92,727.78	100,458.02	113,911.36	88%	- 13,453.34
April	29,080.00	36,973.55	41,124.00	40,418.75	97,161.45	100,059.14	97,035.32	100%	3,023.82
May	43,949.25	39,180.60	48,378.40	46,898.75	90,193.32	96,423.30	109,126.74	83%	- 12,703.44
June	39,228.10	37,690.85	42,213.01	41,641.55	90,396.58	96,747.14	109,126.74	89%	- 12,379.60
July	36,193.75	35,858.45	44,013.15	42,802.75	98,594.22	110,920.75	109,692.09	101%	1,228.66
August	38,330.30	41,013.00	45,968.45	46,304.50	93,669.57	148,434.04	105,553.12	141%	42,880.92
September	37,113.30	37,544.95	42,276.15	54,991.75	92,438.74	116,118.88	98,018.93	118%	18,099.95
October	36,524.90	41,946.30	46,107.00	103,370.72	95,627.97	114,056.66	111,257.69	103%	2,798.97
November	37,176.05	43,727.70	48,083.75	85,870.00	92,796.01	111,440.25	106,992.29	104%	4,447.96
December	36,454.50	39,622.95	44,599.80	86,059.15	99,713.11	119,628.09	94,646.98	126%	24,981.11
<b>Total</b>	<b>414,039.15</b>	<b>458,918.70</b>	<b>525,590.36</b>	<b>679,682.97</b>	<b>1,114,599.77</b>	<b>1,292,751.14</b>	<b>1,274,746.02</b>	<b>101%</b>	<b>18,005.12</b>



#### **4.0) Revenue Streams**

**4.1.** Due to too many road side vendors the Market stall occupancy during the week remains low between 75 to 80% from Monday to Friday and 100% on Saturdays. This has been affecting the revenue collection. Due to festive season has seen an increase in collection up to \$110,000.00 a month

**4.2.** The following could be done to generate revenue to cover up for the lost revenue:

- Acquire land quickly and the rear of market and develop to a paid car park as there is a potential of earning \$3,000.00 a week.
- Relocate the Bus stand sweet cart to the rear of terminal A and standardizing the sizes which will create additional space for new vendors.

**4.3.** After reduction of staff working hours it has been noted that there is a \$2,000.00 plus savings per week.

**4.4.** Introduce Commercial Tenancy in open section as per initial plan.

**4.5.** Measures are put in place to reduce working hours and minimize waste to reduce operating cost.

## **5.0 Activities (ITP) during the Month:**

### **5.1 Solid Waste Management:**

Solid waste management team is supervised by Amar during the day and evening cleaners are supervised by Alosio Bera. Waste managements was an issue initially but is slowly being under control and will improve as we progress and strengthen our control procedures. We have six garbage collectors, seven cleaners during the day and four cleaners during the evenings.

### **Monthly Skip Bins**

<b>Month</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>Bin Quantity</b>	19	15	13	17	20	13	17	16	17	16	16	18
<b>Approx. Cost VIP</b>	<b>\$5,799</b>	<b>\$4,578</b>	<b>\$3,968</b>	<b>\$5,188</b>	<b>\$6,104</b>	<b>\$3,968</b>	<b>\$5,188</b>	<b>\$4480</b>	<b>\$4,590</b>	<b>\$4320</b>	<b>\$4320</b>	<b>\$4860</b>
<b>Tonnage</b>	<b>57</b>	<b>45</b>	<b>39</b>	<b>51</b>	<b>60</b>	<b>39</b>	<b>51</b>	<b>48</b>	<b>51</b>	<b>48</b>	<b>48</b>	<b>54</b>

General cleaning of inside and outside of Market was carried out on 8/10/17 which was very effective and the next one will be on 14/01/18, which includes washing of Bus stand as well.

### **5.2 Complains**

All complains lodged are recorded and attended to. Grievance committee is also formed to look into appeals of vendors if they are not happy with the action taken by the Market Management on their complaints.

### **Annual Corporate Plan**

The second first annual corporate plan was developed in 2011 for the Council. The document was reviewed by a special committee during the year. Achievement and progress noted as per deliverables of the annual corporate plan was 75% of the total targets. In absence of a business plan the document had some ongoing activities recorded in within.

## **6.0 Acknowledgement**

Council takes this opportunity to thank its line Ministry of Local Government, Urban Development, Housing and Environment for its continued support and assistance. Office of the Commissioner Central is also acknowledged for continued support provided during the year.