



Ministry of iTaukei Affairs



2014 Annual Report

An enlightened Vanua for a Progressive Fiji



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LETTER TO THE MINISTER

30 June 2015

Rear Admiral (Ret) Josaia Voreqe Bainimarama
Hon. Minister for iTaukei Affairs
Government Buildings
SUVA

Dear Sir

I have pleasure in submitting to you for presentation to Parliament the Annual Report of the Ministry of iTaukei Affairs for 2015.

The Report highlights the Ministry's performance in delivering services to the people of Fiji and contributing to the outcomes targeted by the Government.

The report also illustrates the effort, commitment and achievements of our staff.

Yours sincerely



Savenaca Kaunisela

Permanent Secretary for iTaukei Affairs

SECTION 1.0 REVIEW BY THE PERMANENT SECRETARY

I am pleased to report that the Ministry of iTaukei Affairs (MTA) has continued to make significant progress during 2014 towards improving the wellbeing and governance of the iTaukei people as clearly defined under the Roadmap's iTaukei Institutions.

Our priority is to improve our service delivery responsiveness through joint forums, planning with other stakeholders and improved training of our staffs.

Major Issues in 2014

In 2014, rugged terrains and inclement weather, landowning unit (LOU) disputes, election campaigns and low attendance by LOUs to demarcation, survey and village boundary discussions led to delaying the implementation of work programmes for villages in some provinces. This required re-prioritising activities in the action plans.

Performance and Activities in 2014

The Ministry had a successful year in achieving most of its performance targets, as detailed in Section 3. These targets are set at a challenging level in order to drive continual improvements.

As well as improving services delivery, the Ministry was proud to successfully host the inaugural national iTaukei resource owners' committee workshop at Nadave. This workshop led to a greater understanding of and will pave the way and set the foundation on access benefit sharing (ABS) procedures to ensure fair and equitable benefits arising from genetic resources for the communities. More importantly the introduction of the concept of free, prior and informed consent (FPIC) to strengthen community and government partnerships when pursuing developments in the provinces.

We engaged in a strong community consultation Roadshow process and collaborated with the Ministry of Maritime Services to develop a new Roadshow programme that sets out the importance of considering our major stakeholder when making decisions about iTaukei matters.

The Ministry's continued commitment to volunteers was reflected last year during the recruitment of NEC volunteers to fast track the VKB Computerisation.

In partnership with the local authorities, we continued to undertake fire safety drills organized by the Ministry's OH&S Committee with the Landlord and the Fire Authority.

In terms of overall performance, the Ministry contributed to the delivery of services towards nine (9) targeted Outcomes of the Roadmap for Democracy Socio and Sustainable Economic Development (RDSSSED) achieving an excellent performance of 95.65% for its third quarter.

Outlook for the Future

Over the next 4 years, we will concentrate on improving performance and accountability (particularly the new iTaukei roadshow and public consultations), implementation of best management practice, ensure operations are consistent and aligned to the Roadmap and compliance with all current legal instructions. This can make a significant difference in the address of issues and improved public confidence where stakeholders will become confident that services are well provided.

Each Division's business plan to also focus on reviewing the success and carrying out impact assessments on the programmes, projects and policies that have been in place and how the Ministry can make a difference to improving the reporting and monitoring framework.

I again affirm my deepest thanks to all staffs, temporary, project and NEC volunteers for their commitment to achieving the objectives of the Ministry. It is you who ensure that our stakeholders are given the service that is excellent and worthy of recognition.



Savenaca Kaunisela

Permanent Secretary for iTaukei Affairs

SECTION 2.0 MINISTRY OVERVIEW

OUR PURPOSE

Providing the link with other iTaukei Institutions which includes the iTaukei Affairs Board that directly manages the administration and affairs of the fourteen (14) Provincial Offices as stipulated under the iTaukei Affairs Act (Cap 120).

Our core business is to develop, implement and monitor policies and programs for the good governance and well-being of the iTaukei.

LEGISLATIONS

Our responsibilities are entrenched in the following legislations;

- iTaukei Affairs Act (Cap 120)
- iTaukei Lands Act (Cap 133)
- iTaukei Lands Trust Act (Cap 134)
- iTaukei Development Fund Act (Cap 121)
- iTaukei Trust Fund Act 2004

RESPONSIBLE MINISTER

The Ministry of iTaukei Affairs is responsible to the Hon. Minister, rear Admiral (Ret) Josaia Voreqe Bainimarama, who is also the Prime Minister and Minister for Sugar.

2.1 DIVISIONAL RESPONSIBILITIES

CORPORATE GOVERNANCE

The Corporate Services Division (CSD) is charged with developing and implementing the Ministry's key objectives for achieving responsible corporate governance that is well grounded on the Public Service Code of Conduct. The Division is also assigned the critical task of prudently managing public resources at the Ministry's disposal and to ensure statutory compliance with legislations relating to the use and deployment of human, financial and capital resources. CSD provides for maintenance of secure and reliable information management systems and the safe keeping of official documents. The implementation and monitoring of government programmes are also analysed and assessed through its Monitoring & Executive Support Section.

DISPUTE RESOLUTION

The Ministry is tasked with the resolution of disputes regarding land ownership, fishing rights and customary chiefly positions. This role is entrenched in the iTaukei Lands Act (Cap 133);

- iTaukei Lands and Fisheries Commission (TLFC) is constituted under the iTaukei Lands Act and the Fisheries Act Cap 158. The Commission adjudicates on disputes of lands; fishing grounds and customary leadership titles. TLFC is custodian to various culturally significant registers which are maintained and updated from time to time. These Registers facilitate the resolution of disputes.
- iTaukei Lands Appeals Tribunal (TLAT) – the Tribunal makes rulings over Appeal cases that challenge the decision of the Commission on land ownership, boundary, fishing rights and customary chiefly titles.

PRESERVATION OF ITAUKEI LANGUAGE AND CULTURE

In 1974, the iTaukei Institute of Language and Culture (TILC) was established to spearhead the iTaukei Dictionary Project. In 1986 Cabinet agreed that the Division be charged with the additional responsibility to deal with the pressing issues concerning the iTaukeis, *vis*:

- the completion of iTaukei Monolingual Dictionary;
- the protection and preservation of iTaukei Culture; and
- research and documentation of all iTaukei dialects from the 14 Provinces.

In 2007, the Institute published the first Monolingual Dictionary and is working towards the review of the Dictionary. The Institute conducts research and documents all aspects of iTaukei language and culture and through available mediums of information sharing, it publicizes and raises public awareness and to also encourage the preservation of and appreciation for iTaukei cultural values and tradition.

POLICY ADVICE AND DEVELOPMENT

The Development Division provides policy advice on commercial, economic, social and environment matters that affect the well-being and good governance of the iTaukei community. The Division engages in consultative forums with Government agencies, financial institutions, civil society organizations etc. to ensure that the interests of the iTaukei community are considered in key policy issues and programmes that support their overall development. The Division consults

and proactively networks with other iTaukei Institutions to effectively design, implement, monitor and evaluate social development programs/initiatives for the iTaukei.

2.2 ORGANISATION STRUCTURE

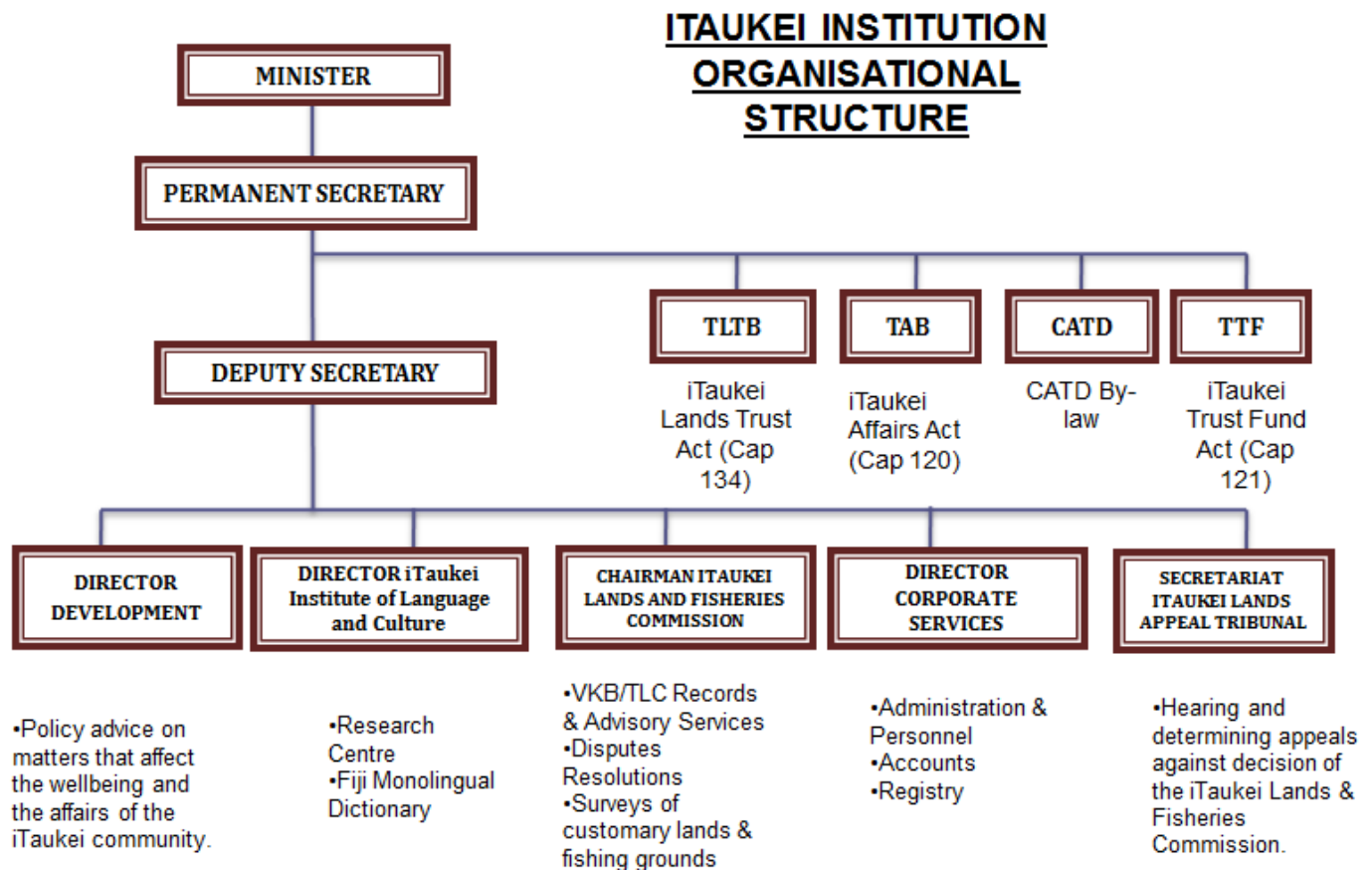


Figure 1: MTA Organization Chart

SECTION 3.0 REPORT ON 2014 PERFORMANCE

3.1 CONTRIBUTION TO THE ROADMAP FOR DEMOCRACY, SOCIAL AND SOCIO ECONOMIC DEVELOPMENT [RDSSSED] PLAN 2009-2014

The Ministry has the primary responsibility for the goal in the RDSSSED on well governed **“iTaukei Institutions”** that effectively execute their mandated role of improving the wellbeing and governance of the iTaukei and to put in place an effective, enlightened and accountable leadership system for the iTaukei.

Other areas of responsibility include proper land use planning and management to support economic development, reducing poverty, empowerment of women, protection and development of Children, strengthen capacity to enhance accountability and a prudent financial management system implemented.

The key performance indicators in the corporate plan that were specifically measured by the Office of the Strategic Framework for Change & Coordinating Office (SFFCO) are set out below together with details of progress achieved during 2014:

- Increased demarcation of un-surveyed itaukei lands (67.72%)
- Increased surveyed and registration of itaukei lands (58.33%)
- Increased registration of village boundaries and villages (166%)
- Increased confirmation of traditional and chiefly leaders (226%)
- Reviewed of the Institution laws (iTaukei Affairs) and regulations governing traditional leadership – VKB and the Appeals Tribunal (process for appealing chiefly titles)
- MTA Risk Management Policy 2014 endorsed
- 46 cultural heritage sites identified for National Inventory
- MTA Establishment Charter 2014 endorsed
- Child Protection Plans developed
- TOT Teaching manuals and Workbook contextualized and published

3.2 SERVICE DELIVERY PERFORMANCE COMPARED WITH TARGETS

The following Output measures and Targets were used as the baseline for measuring the Ministry's performance on delivering services:

Table 1: Service Delivery Performance

SERVICE	Actual 2013	2014 Target	Actual 2014
<i>Policy Advice</i>			
• Briefs to the Minister for iTaukei	30	10	46
• Cabinet Papers	4	5	12
• TAB papers	15	15	19
• Policy papers	122	78	102
• iTaukei Institutional Reports	12	16	36
<i>Internal Services – strategies undertaken to develop and train our people and use internal indicators to measure progress:</i>			
• Proportion staff obtaining OHS Certificate	39.3%	36%	26%
• Proportion staff obtaining Fire Drill Evacuation Certificate	15%	15%	18%
• Proportion staff obtaining First Aid Certificate	15%	15%	21.4%
• Proportion of supervisors rated at least satisfactory in management skills	70%	90%	88%
<i>Preservation of Records</i>			
• VKB Computerisation scanning of records	-	3,000	377,734
• CMP Exercise – villages completed	94	120	145
• Verification Exercise – provinces completed	-	1	2
• Confirmation of Vacant Customary Positions	109	30	113
• Cultural Heritage Sites Identified for National Inventory	-	20	46
• Management of VKB	3107		3449
<i>Disputes Resolution</i>			
• Number of researched dispute cases resolved	21	30	99
• Number of un-surveyed lands demarcated – metres	38,800	36,600	54,000
• Number of un-surveyed lands surveyed - Lots	9	7	12
• Number of villages registered	150	107	164
• Number of villages demarcated under oath	264	200	332
• Number of successful appealed cases by the Appeals Tribunal	7	10	8
• Appeals Tribunal Regulation		1	1
• Vola ni Kawa Bula Regulation		1	1

Explanation:

- The increase in briefs to the Minister was due to improved internal processes and commitment by the HODs to ensure our Minister was updated on the progress on all government initiatives and programmes.
- The increased use of NEC has enabled the complete scanning of all VKB records into the system.
- The 60% budget utilization government strategy resulted in excelling results in dispute resolution indicators.

3.3 OUTCOME INDICATORS

Areas in which we contribute directly to measurable Outcomes are set out in this table:

Table 2: Direct Outcome Indicators

OUTCOME	Actual 2013	2014 Target	Actual 2014
<ul style="list-style-type: none"> Demarcation & Survey of un-surveyed itaukei land Piloting of traditional leadership curriculum model 	92.3% 55%	Increase Increase	96% 40%

Explanation:

- The increase in demarcation and surveyed iTaukei land boundaries was due to the rapid increase in development projects and the declining number of older generations who know the location of the old boundary mounds.
- The lack of funding for the Leadership Curriculum Development Committee to pursue the finalization and piloting of the traditional leadership curriculum in 2014 has caused a low performance rating.

In addition to the above "whole of agency" performance measures, the annual corporate plan and the divisional business plans set out performance indicators for each division and work unit.

SECTION 4.0 PERFORMANCE HIGHLIGHTS BY DIVISIONS

4.1 ITAUKEI LANDS & FISHERIES COMMISSION

The iTaukei Lands & Fisheries Commission [TLFC] is legislated under the iTaukei Land Act in 1880. One of its core responsibilities under the Act is to survey all un-surveyed iTaukei Land to empower all iTaukei landowners understand iTaukei Land boundaries and ownership in accordance to the sworn evidence kept on record.

Another major responsibility is the custody of all iTaukei Land and Fisheries records. The manual records decay by the year and is almost worn out. There is urgent need to preserve these documents. Other functional areas are legitimizing the identity of Indigenous Fijians such as the '*Vola ni Kawa Bula*'.

In addition a statutory role of the Ministry regulated under iTaukei Lands Act Cap 133, Section 4 is charged with the duty of ascertaining what lands in each province of Fiji are the rightful and hereditary property of iTaukei owners, whether of mataqali or in whatever manner or way or by whatever divisions or subdivision of the people the same may be held.

COMPUTERIZATION OF VKB 2014

In an effort to facilitate the government's land reform programmes and to improve service delivery the computerisation project was birthed in 2008. By 2014 the scanning of the VKB was completed: 377,734 records were catalogued, 4 provinces (Ba, Bua, Cakaudrove & Kadavu) now completed (verification and approval) and is ready for on-line services.

Vola ni Kawa Bula Records, Management of

The Vola ni Kawa Bula records is the primary source document for the computerisation of the VKB. The management of the VKB registers is to ensure that records kept are as accurate as possibly reported when registrations of LOUs are conducted. Verification of LOU names are conducted by TLTB, FEA, HA LandUse Reform from the Ministry of Lands and others for accurate distribution of lease monies. There were 3107 VKB general enquiries in 2013 compared to 3441 this year and 8683 in 2012. The fluctuation of VKB enquiries occurs when there is a surge of economic boom and / or developments occurring in respective provinces. Tabulated below are the standard enquiries attended to by the Commission in 2014.

Table 3: VKB Enquiries

Province	Enquiries	Birth Entries			Deletion		VKB Copies	VKB Cert	TLTB		FEA	HA	Land Use
		Counter Service	Mail	Overseas Birth	Counter	EB			Deed	De-Res			
Ba	391	459	137	25	52	456	183	172	123	55	167	1	5
Bua	156	273	105	7	6		64	41	40	7			
Cakaudrove	293	314	629	12	31	204	125	106	68	16			
Kadavu	228	621	14	15	54		116	157	10	2			
Lau	326	369	22	32	17		110	135	38	7			1
Lomaiviti	322	475	97	8	16	514	90	138	10	29			1
Macuata	191	254	725	6	51		94	50	42	10	1		10
Nadroga	207	294	217	25	18	25	97	72	51	36	22		
Naitasiri	290	722	16	16	10		116	93	58	24	185		
Namosi	138	182	6	1	4		35	22	6	1	11		
Ra	197	284	249	17	52	162	93	97	38	37	13		
Rewa	200	224	4	17	13		73	64	14	12	34		
Serua	101	145	6	11	5		34	46	11	4			1
Tailevu	401	561	28	48	43	37	137	209	84	21	42		1
TOTAL	3441	5177	2255	240	372	1398	1367	1402	593	261	475	1	19

DISPUTES RESOLUTION

The following table reflects issues that were researched in 2014.

Table 4: Researched Disputes by Province

	Province	2014	2013	2012
1	Ba	26	9	1
2	Bua	1		
3	Cakaudrove	10		
4	Kadavu	1	1	1
5	Lau	4	4	
6	Lomaiviti	6	1	
7	Macuata	5		
8	Nadroga	11		
9	Namosi			
10	Naitasiri	5	3	
11	Ra	19		
12	Rewa	2		
13	Serua	2	3	
14	Tailevu	7		
	TOTAL	99	21	2

DEMARCATATION AND SURVEY OF UN-SURVEYED ITAUKEI LANDS

Despite a limited capital budget of \$348,586 the project team was able to exceed expectations and attain its 60% budget utilization by July 2014.

Village boundaries demarcated were in the provinces of Ba, Nadroga / Navosa, Rewa and Tailevu whilst the demarcation and survey of un-surveyed lands were conducted in the provinces of Serua and the district of Yasawa, Ba.

Table 5: Demarcation, Survey & Village Boundary 2012-2014

Project		2014		2013	2012
		Target	Actual		
Demarcation of Un-surveyed Lands	Serua (km)	36	54	39	46
Survey of Un-surveyed Lands	Yasawa (Lots)	7	12	5	30
Village Boundaries Demarcated	Villages (No.)	200	332	264	289
Proclamation of Villages	Villages (No.)	261	211	150	
Registration of villages	Villages (No.)	107	164	150	

TRADITIONAL LEADERSHIP

Customary Titles

There were 113 customary positions filled in 2014. Filling vacant customary positions creates an enabling environment of ownership and stability amongst the villagers. The Fijian indigenous society is very communal, with great importance attached to the family unit, the village, and the vanua (land).

Table 6: Customary Titles Confirmed 2012-2014

Confirmation of Titles	2014	2013	2012
Turaga ni Vanua	2	1	5
Turaga niYavusa	30	24	13
Turaga niMataqali	81	84	48

Table 7: Breakdown of Customary Titles by Provinces

PROVINCE (YASANA)	TOTAL TURAGA NI YAVUSA	TOTAL TURAGA NI MATAQALI	TY POSITIONS FILLED			TY POSITIONS VACANT	POSITIONS FILLED			TM POSITIONS VACANT
			TY FILLED	MALE	FEMALE		TM FILLED	MALE	FEMALE	
BA	139	371	122	108	14	17	284	252	33	86
BUA	70	293	42	35	7	28	157	130	27	136
CAKAUDROVE	100	363	60	57	3	40	180	167	13	183
KADAVU	87	276	32	31	1	55	76	75	1	200
LAU	72	182	27	27	0	45	48	47	1	134
LOMAIVITI	100	309	29	29	0	71	73	68	5	236
MACUATA	97	342	82	71	11	15	232	191	41	110
NADROGA	109	293	95	91	4	14	234	228	6	59
NAITASIRI	129	437	89	83	6	40	261	248	13	176
NAMOSI	22	73	12	12	0	10	32	29	3	41
RA	137	472	74	67	7	63	251	228	23	221
REWA	57	244	24	21	3	33	79	74	5	165
SERUA	18	58	15	15	0	3	40	36	4	18
TAILEVU	168	632	89	87	2	79	316	307	9	316
TOTAL	1305	4345	792	734	58	513	2264	2080	184	2081

The table indicator for women confirmed to customary positions increased marginally by 5. 57 Marama niYavusa (MY) in 2013 and 58 this year whereas 180 Marama niMataqali (MM) in 2013 and 184 confirmed this year.

LEADERSHIP TRAINING & AWARENESS

Strengthening the existing traditional leadership model to build visionary leaders was the primary focus of the leadership training and awareness that was conducted in 39 districts.

Table 8: Leadership Awareness 2012-2014

Leadership Awareness	2014	2013	2012	2011
Leadership Awareness	39	92	108	20

The contents of the awareness programmes are in the vernacular to build on the piloting of the traditional leadership curriculum. The Ministry intends to seek external funding in 2015 to pilot the curriculum. No budgetary allocation was granted in 2014.

MANAGEMENT AND PRESERVATION OF RECORDS

The goal of managing and preserving of genealogical records is to ensure longevity and that the records of the itaukei heritage will be appropriately preserved for the future generation. Scanning, amendments and renewals / repairs of itaukei land Registers (RTL) are some of the preservation programmes undertaken.

Table 9: Preservation and Management of Records 2012-2014

Function	2014	2013	2012
Scanning	18	23	102
Maps mounted	29	23	29
Indexed	16	54	25
RTL Amended	35		
Renewal of Books	46		

4.2 ITAUKEI APPEALS TRIBUNAL

A statutory role of the Ministry regulated under iTaukei Lands Act Cap 133, Section 7 and iTaukei Lands (Amendment) (Appeals Tribunal) Act 1998 is to hear and determine appeals from decisions of the iTaukei Lands Commission and any such determination by the Appeals Tribunal shall be final. Aggrieved by any such decision of the Commission; the appellant shall within 90 days of the announcement give notice of the appellant's desire to appeal to the Commission.

The completion of the iTaukei Appeals Tribunal Regulation 2014 was a major achievement. There were eight (8) appeal cases determined as highlighted below as compared to the past years.

Table 10: Appeal Tribunal Cases by Province

Cases by Province	2014	2013	2012
Ba	6	4	1
Bua			
Cakaudrove			6
Kadavu		1	
Lau	1	1	
Lomaiviti			
Macuata			4
Nadroga / Navosa			

Cases by Province			2014	2013	2012
Namosi					
Naitasiri				1	
Ra					1
Rewa					
Serua					1
Tailevu			1		1
Total	Appeal	Cases	8	8	14
Determined					



Figure 2: **Left to right** – Ratu Inoke Seru (Member), Aminiasi Katonivualiku (Chairman) and Ratu Inoke Tuidelaibatiki (Member)

The Appeals Tribunal was appointed by the Prime Minister on the advice of the Permanent Secretary for iTaukei Affairs. In 2014 they were Mr. Aminiasi Katonivualiku (Retired Magistrate), Chairman; Ratu Inoke Seru of Tailevu and Ratu Inoke Tuidelaibatiki of Lomaiviti.

Some Tribunal decisions that were taken for Judicial Review Cases in the High Court are highlighted below. These were cases seeking a judicial review to ensure that the Appeals

Tribunal had followed the processes and no bias taken by any member when determining a decision.

Table 11: Judicial Review Cases pending in the High Court

DATE	REFERENCE NO.	SOLICITOR	JUDICIAL REVIEW CASE	DECISION OF THE TRIBUNAL	HIGH COURT'S DECISION
04/03/09	No. 04 of 2009	Jarvas Law Barrister & Solicitor Commissioner for Oaths 42 Vukasa St Nasole, Nasinu	Turaga niMataqaliNawavatu/ Turaga niYavusaMatanikorovatu Judicial Review between the State vs. NLAT (1 st Respondent) & Chairman NLC (2 nd Respondent) & the Attorney General of Fiji (3 rd Respondent) Ex-parte: Akuila Raibevu (Applicant)	The Tribunal gave the chiefly title of the Turaga niMataqaliNawavatu/ Turaga niYavusaMatanikorovatu to Eparama Qaranivalu.	Pending
13/07/09	No. 2 of 2009L	Kevueli Tunidau Lawyers Barrister & Solicitor 4 Walu St Marine Drive, Lautoka	Turaga niMataqaliVanuakula/Turaga niYavusaVanuakula/ Tui Vitogo Judicial Review between the State vs. NLAT (Respondent) & Rt Wiliame Ratudale Sovasova (Interested Party) & Ex-parte: Adi Makereta Marama Roko Tui (Applicant)	The Tribunal gave the chiefly title of the Turaga niMataqaliVanuakula / Turaga niYavusaVanuakula / Tui Vitogo to Ratu Wiliame Ratudale Sovasova	The Hon. Judge (Sosefo Inoke) ordered 14/8/2009 that the decision of the Tribunal delivered on 10 June 2009 that Ratu Wiliame Ratudale Sovasova to be the holder of the chiefly

DATE	REFERENCE NO.	SOLICITOR	JUDICIAL REVIEW CASE	DECISION OF THE TRIBUNAL	HIGH COURT'S DECISION
					title of Tui Vitogo.
11/4/08	No. 13 of 2009	Jarvas Law Barrister & Solicitor 42 Vukasa St Nasole, Nasinu	Turaga niMataqaliNaisogoliku/ Turaga niYavusaNaisogoliku/ TuNavatu, Vitawa, Raviravi, Ra Judicial Review between the State vs. NLAT (1 st Respondent) & The Attorney General of Fiji (2 nd Respondent); ex-parte: SainivalatiToroki (Applicant)	The Tribunal gave the chiefly title of the Turaga niMataqaliNaisogoliku/ Turaga niYavusaNaisogoliku/ TuNavatu to	The orders of the Court (Judge Byrne, Judge Goundar, Judge Powell, 29 October, 2008) are: The appeal is allowed; Leave for JR is granted; JR is granted; The Tribunal, differently constituted is directed to rehear the appeal in conformity with the reasons of this Court; The respondents are to pay the appellants costs as taxed or otherwise agreed.
07/11/12	No. 02 of 2012	Nacolawa & Co Barrister & Solicitor 111 Vitogo Parade Lautoka	Turaga niMataqaliNavatulevu/ Turaga niYavusaNavatulevu/ Tui Nadi, Narewa, Nadi Judicial Review between Rt Kaliova Dawai (Applicant) & V.Nasetava (1 st Respondent) & Rt V.Vesikula (2 nd Respondent) & I.Buadromo (3 rd Respondent) & TLFC (4 th Respondent) & the Attorney General of Fiji (5 th Respondent) & Ratu Sailosi Dawai (6 th Respondent)	The Tribunal gave the chiefly title of the Turaga niMataqaliNavatulevu/ Turaga niYavusaNavatulevu/ Tui Nadi to Ratu Sailosi Dawai	Pending
10/11/13	No. 10 of 2013	Tuifagalele Legal Suva	Turaga niYavusaNawaidina, Kalabu, Naitasiri Judicial Review between the state vs. TLAT (1 st Respondent), NLC (2 nd Respondent) & the Attorney General of Fiji (3 rd Respondent) & Asena Rokowati (Intervener) & Livai Rawavuka (Applicant)	The Tribunal gave the chiefly title of the Turaga niYavusaNawaidina/ to Asena Rokowati	It is hereby ordered: The matter to be struck out -Judge Kotigalage 31 July 2014
27/06/14	No. 5 of 2014	Messrs Muskits Law Legal Practitioners No.3 Nakelo Lane (Off Nakelo St) Vatuwaqa Suva	Turaga niMataqaliRukunikoro/ Turaga niYavusaNauluvatu/ Tui Vanua, Vanuavatu, Totoya, Lau. Judicial Review between the states vs TLAT & the Attorney General of Fiji (Respondent) & Semi M.B.N.Cama (Respondent) & Semi	The Tribunal gave the chiefly title of the Turaga niMataqaliRukunikoro/ Turaga niYavusaNauluvatu/ Tui Vanua to Semi M.B.N.Cama	Pending

DATE	REFERENCE NO.	SOLICITOR	JUDICIAL REVIEW CASE	DECISION OF THE TRIBUNAL	HIGH COURT'S DECISION
			Tawadokai (Applicant)		
05/09/14	No. 04 of 2014	Nacolawa & Co Barrister & Solicitor 111 Vitogo Parade Lautoka	Judicial review on the decision made by the Tribunal made on 5 August 2014 and stating "Today we will not make a ruling". Judicial Review between the states vs. the state & Serupepeli Manu (Applicant) & TLAT (1 st Respondent), the Attorney General of Fiji (2 nd Respondent) & Moreti Makara (3 rd Respondent)	Tribunal has decided not to make any ruling in respect of the earlier 1991 Tribunal ruling.	Pending
30/07/14	No. 003 of 2014L	Kevueli Tunidau Lawyers Barrister & Solicitor 4 Walu St Marine Drive Lautoka	The Tribunal not to deliver their Ruling on the Veitokitaki for Nikotimo Driu. Judicial Review between the State (Plaintiff) & TLAT (Respondent), Ex-parte: Poate Ratu (Applicant) & Nikotimo Driu (Interested Party)	Judicial Review is for the Tribunal cannot make any decision on the Veitokitaki / Veibokoci under section 10 (2) of the iTaukei Lands Act (Cap 133).	Pending

Part of the Appeals Tribunal team travelling by boat to hear and determine the appeal case on the Chiefly Title of TM Rukunikoro / TY Nauluvatu / Tui Vanua, Vanuavatu, Totoya, Lau, 2014.



Figure 3: The Secretary Appeals Tribunal, Peni Waqa and a member of the Tribunal, Ratu Inoke Seru on their way to Vanuavatu

4.3 INSTITUTE OF ITAUKEI LANGUAGE & CULTURE

The Institute of iTaukei Language and Culture (TILC) was primarily set up to produce the first ever iTaukei monolingual dictionary. This was launched in 2007, and is currently being sold. The TILC was given the added task to undertake, encourage, and facilitate the study and development of iTaukei Languages and Cultures as legislated through the 2007 UN Declaration on Indigenous Peoples Rights and 2003 UN Declaration of the Safeguard of Intangible Heritage. TILC is the Resource Centre on iTaukei literatures, books and other printed matter, photographs, audio and visual tapes with detailed indexes on computer in both iTaukei and English vernacular to ensure material is easily accessible; conducts awareness on the preservation and promotion of the iTaukei vernacular is done through the Weekly Radio Program, Lialiaki Quarterly Publications and Community Workshops.

CULTURAL MAPPING PROGRAMME

Two provinces were mapped in 2014:

- The Cakaudrove province mapped 38 villages in 2013 before it completed the exercise in 2014 with the remaining 97 villages. The Cakaudrove province that was fully mapped has a total of 15 districts (tikina) and 135 villages with a village population of 15,621 or 43.42% of the total itaukei population. *(source: 2013 TNK Analysis Report)*
- In 2014, 48 villages were mapped in 6 districts. The mapping team will complete the province in 2015 with the remaining 31 villages in 3 districts. The Kadavu province has 9 districts and 79 villages and a total village population of 5,407 or 54.27% of the total itaukei population.

The table below shows an average of 54 villages completed per year over a span of 4 years. 144 villages mapped in 2014 reflect an improved system, processes and an effective checking mechanism in place. Compared to 2011-2013 the difference is marginal whereas in 2014: an increase by 34.72%.

Table 12: Villages and Workshops conducted during cultural mapping 2011-2014

Province	Villages				Workshops			
	2014	2013	2012	2011	2014	2013	2012	2011
Cakaudrove	96	39			11	2		
Kadavu	48				9			
Macuata		55	54			3	7	
Naitasiri			44	42			5	5
Bua				54				4

The summary of provinces that has CMP completed since 2005 is tabulated:

Table 13: CMP completed in Province 2005-2014

Provinces CMP completed	Verification 2014	2014	2013	2012	2011	2005-2010
Ba						
Bua					√	√
Cakaudrove		√	√			
Kadavu		√				
Lau						
Lomaiviti						√
Macuata			√	√		
Nadroga / Navosa						
Namosi	√					√
Naitasiri				√	√	
Ra						√
Rewa	√					√
Serua	√					√
Tailevu						√

Resources tabulated below were used to capture raw data from the field. Data was edited, analysed, digitized, stored and taken back to the authors of the recordings under the verification exercise to complete the mapping exercise.

Table 14: Resources Used during CMP exercises 2012-2014

Resources	Function	2014	2013	2012
Transcripts	Edited	88	78	171
Digitised Audio Tapes	Digitized	304	58	52
Audio Tapes	Transcribed	194	400	350
Video / images (raw footages)	Edited	1104	386	442
Video	Backup	-	9	63
Audio Tapes	Edited	9	84	315
Data input	Data entry to database	-	80	415
	TOTAL	1699	1095	1808

The absence of back up and data entry to the database has been a critical issue in 2014. The corrupt Traditional Knowledge & Expressions of Culture (TKEC) Database and Server will now be a priority for the MIS Unit (CSD) in 2015 to find funding and immediately resurrect the TKEC system.

VERIFICATION EXERCISE

The 3 provinces below were privileged to be revisited with tapes and scripts (474) extracted from the resources table above to conduct the verification exercise to an total itaukei village population of 11,715. (2013 TNK Analysis report)

Table 15: Verification conducted in Provinces

No.	Province	No. of Districts	No. of Villages	Dates	No. of Tapes / Scripts
1	Serua	4	24	24/2 – 21/3/14	134
2	Namosi	5	26	05/3 – 25/4/13; & 24/2 – 28/2/2014	119
3	Rewa	9	56	4/8 – 10/10/14	221

Challenges faced by the verification team were commitment by villages to other activities scheduled at the same time of the exercise resulting in resource data (4 tapes) remain unverified, lack of commitment by the villagers to the verification process and absence of owners of the recorded CMP stored data either through migration or death.

SPECIAL REVIVAL UNIT

Revitalisation workshops are conducted on living human treasures and intangible cultural heritage as a flow on effect of the CMP to ensure that the unique traditional knowledge and expressions of culture are captured for the next generation. The Unit also conducts research, documentation, promote and revitalise unique TKEC for the itaukei generations.



Figure 4: Iri of Natewa

The LHT / ICH Workshop was conducted 19-23 May 2014 in Natewa, taught by PauliasiVeileyaki (66 years old). Both the iri of Natewa (left) and the teacher (below) are in the pictures.



Figure 5: LHT Teacher for Iri of Natewa

Similar workshops were conducted from 2010 to revive and signify the importance to our culture and heritage.

Table 16: LHT / ICH Workshops 2010-2014

Province	LHT / ICH Workshops	2014	2013	2012	2011	2010
Cakaudrove	IliniNatewa, Vusasivo (Vanua Sovatabua) village, Natewa, Cakaudrove	√				
Lomaiviti	IbeSomovolavola – Vagadaci, Levuka, Lomaiviti				√	
Naitasiri	LagaVucu – TikinaNawaidina, Naitasiri		√			
Ra	TaliibeBatiwa – Mataveikai, Tokaimalo TaliibeVakadraunidamanu – Vunisea, Tokaimalo TuliKuroVakaviti – Malake, Rakiraki IbeKuta – Nativi, Nalaba			√ √	√	√
Tailevu	TuliKuroVakaviti – Qelekuro, Namena, Tailevu					√

4.4 DEVELOPMENT SERVICES DIVISION

The Development Services Division is the policy and research arm for the Ministry that works in partnership with key stakeholders undertaking initiatives that provide agreed outcomes for itaukei; provide information and advice on itaukei policy, resource developments, land management and social issues (among others) to Government, the itaukei people and other key stakeholders.

POLICY ADVICE

The major role of the Division is to develop, formulate and present policy papers for Permanent Secretary Advice. Policy issues are generally stimulated from discussions in various meetings, workshops and consultations attended by the officers of the Division.

The following policy advice and discussion papers were formulated for the respective forums of which the Division is secretariat to.

Table 17: Policy Advice 2012-2014 to Forums

POLICY ADVICE	2014	2013	2012
Briefs to PM	5		
Cabinet	12		
iTaukei Affairs Board	19		
iTaukei Executive Forum	28	15	14
Internal Policy Committee	35	51	67
Joint Forum on Climate Change	14	3	
Curriculum Development Committee		6	

The Development Division also provides secretariat support to the iTaukei Traditional Leadership Curriculum Development Committee; and the Joint Forum for Entrepreneurship and Good Governance Forum.

The secretariat support services provided include the development, compilation and distribution of meeting papers, recording the minutes of meetings, circulating of meeting resolutions after the meetings and obtaining attendance confirmation to the meetings.

The Division also represented the Ministry to 140 stakeholder forums in 2014 compared to 141 in 2013 and 162 in 2012.

PUBLICATIONS

There were 3 iTaukei Focus bulletins published in an effort to create awareness on Good Governance practices by the iTaukei Institutions and dissemination of Government instructions and policies to all stakeholders.



Figure 6: MTA Senior Research Officer with UNICEF Consultants

another 2 years (2015-2016).

The Division also assists in the Gazette Notices for iTaukei Institutions. There were 15 notices referred to the Government Printing for publishing.

CHILD PROTECTION

In 2014 the Development Division conducted the Child Protection Training of Trainers sessions in 22 districts of the Nadroga / Navosa province, published the TOT Teaching manuals and its workbook and secured UNICEF funding for

VANUA MATTERS

Vanua matters are issues referred from the Office of the Prime Minister and uploaded onto the Vanua Database to monitor actions taken when referred to the iTaukei Institutions (TI) for feedback or progress on these matters.

A total of 44 Vanua cases were attended to during the year of which 9 cases were resolved through the assistance of respective iTaukei Institutions. There has been a significant decrease in the number of cases received in 2014 compared to 67 cases in 2013 and 187 in 2012.

Table 18: Vanua Matters Resolved

Vanua Cases received	Resolved Cases	
	Target	Actual
44	25	9

The different reporting procedures within the TIs and how Vanua cases are managed is still a challenge in trying to establish the actual number of cases that were resolved during the year. Cases such as land (fishing) boundaries, customary titles, land leases, VKB matters, etc. received are channeled to the relevant iTaukei Institutions for necessary actions and or updates are tabled at the iTaukei Executive Forum for information.

ENVIRONMENT & CLIMATE CHANGE UNIT

Some of the significant achievements & activities of the Unit are as follows:

- Convened the first ever National iTaukei Resources Owners Committee meeting.
- Conducted Orientations to the 8 new TAB Conservation Officers.
- Reviewing of the Mining Act.
- Contributed to the compilation of the State of Environment Report 2014.
- Revised the iTaukei Climate Change Adaptation and Mitigation Strategy
- Assisted and final editing of Mechanisms in Place for the Flow of Climate Change Information between National – Provincial – Community Levels in Fiji brochure.



Figure 7 National iTaukei Resource Owners Committee meeting in Nadave (NTROC)

4.5 CORPORATE SERVICES DIVISION

The engine room for any organisation, the CSD ensures that adequate and quality support services are provided to enable the respective Divisions implement their work plans and programmes in a timely manner in order to achieve their stated outcomes.

HUMAN RESOURCES & ASSET MANAGEMENT

Staff Establishment

The MTA staff establishment ceiling for 2014 was 117. Project posts created were 50 to facilitate the computerisation of the VKB, cultural mapping programme and the demarcation and survey of the un-surveyed land, village boundaries and gazetting of villages.

Table 19: Staff Establishment

Staff Establishment	2014	2013	2012
Permanent	108	110	110
GWE	9	10	10
Capital Projects	28	28	28
NEC Volunteers	25		
DEO Project	7		

Variations in the permanent and GWE establishment in 2014 were due to the creation of a Director Corporate Services position, an SES (US04) cadre.

Appointments

There were 100 appointments made in 2014. Three (3) staffs Contracts of Appointment were terminated.

Table 20: MTA Appointment

Appointments	2014	2013	2012
Acting	11	15	12
New	38	8	15
Temporary	0	6	12
Promotion	9	6	14
Retirement	0	0	2
Resignation	2	1	1
Re-engagements	2	4	4
Renewal of Contracts	38	7	4
Internal Posting	20	7	5
Transfers	0	2	4

Board Meetings

The Senior Management Board met throughout the year on a monthly basis and discussed 26 papers compared to 14 papers in 2013. The Non SES Staff Board discussed 27 compared to 26 papers in 2013. All SES vacancies are handled by the Permanent Secretary.

The Senior Management Board was chaired by the Permanent Secretary and included all HODs as members. The Non Staff Board was chaired by the Deputy Secretary.

Disciplinary Committee Meetings

Cases brought to the Disciplined Committee were analysed and staffs were counseled. Monitoring of their attendance and punctuality were supervised by their Section Heads. This year there were 6 cases dealt with compared to 3 in 2013.

Table 21: Discipline Issues

DISCIPLINE ISSUE	CASES RESOLVED		
	Resign	Deemed to have Resigned	Counseled
Tampering with sick sheet and habitual late arrival	1		1
Absence without Leave		2	
Habitual late arrival			3

Whilst investigating the Staff who was found tampering with the date on the sick-sheet, the Staff resigned before the case was completed by the Discipline Committee.

Asset Management

Registry functions, procurement planning, building maintenance, transport management, boards of survey and inventory stock-takes' are some major functions of the Unit.

Registry functions

This year mails received was 1340 compared to 1771 in 2013 and 1394 in 2012. The Ministry received 127 in the same year but outward mail was at its lowest with 9. This was also similar in 2013 with only 4 mails going out of the Ministry.

Table 22: Correspondence / Mails 2014

CORRESPONDENCE / MAILS 2014						
MONTHS	INWARD			OUTWARD		
	2014	2013	2012	2014	2013	2012
Jan	99	93	135	8	146	125
Feb	173	132	136	199	132	125
March	133	117	130	78	132	125
April	100	128	110	39	40	171
May	81	123	109	199	66	125
June	127	90	94	9	4	125
July	127	122	123	43	26	125
August	101	479	113	48	84	125
September	70	118	113	29	3	125
October	116	153	140	43	63	95
November	134	111	97	53	31	34
December	79	105	94	45	45	38
	1340	1771	1394	793	772	1338

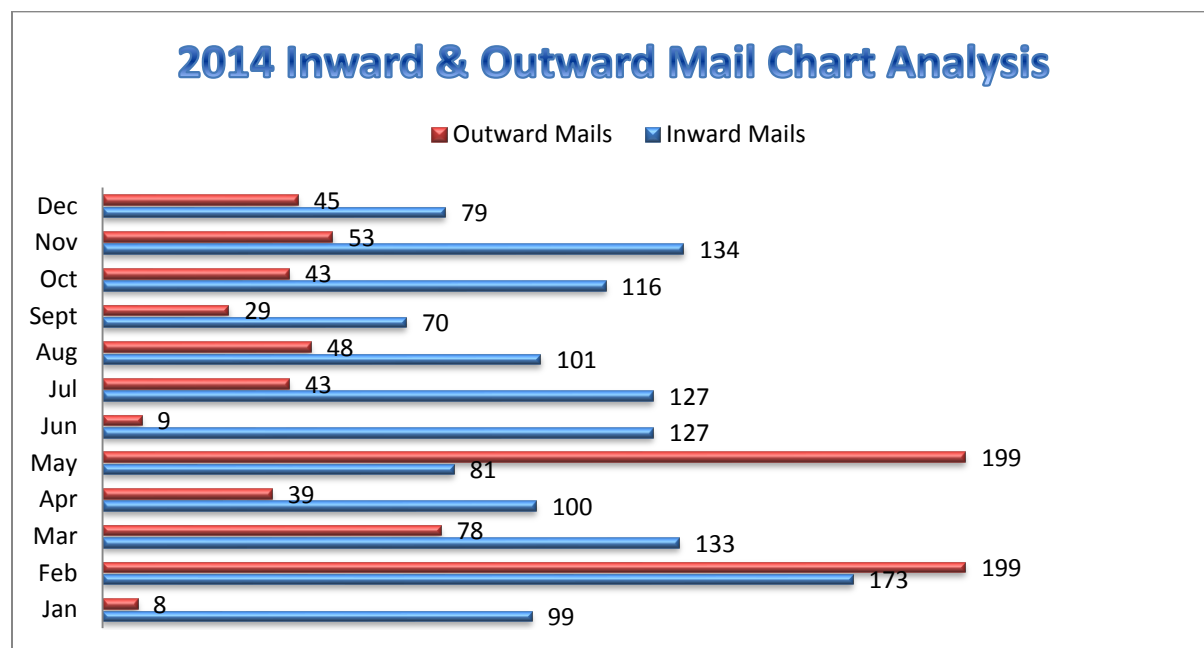


Figure 8: 2014 Inward & Outward Mail Chart Analysis

File Census was a major improvement in 2014 when it was re-activated to monitor the movement of files within the Ministry. The issuance this year with a total of 977 and 647 returned subject files reflects the amount of research work the MTA staffs are conducting to ensure its customers are provided with quality advice and services. This is similarly reflected in the confidential movement of files.

Table 23: File Movements

MONTHS	SUBJECT FILES						CONFIDENTIAL FILES					
	2014		2013		2012		2014		2013		2012	
	ISSUE	RET.	ISSUE	RET.	ISSUE	RET.	ISSUE	RET.	ISSUE	RET.	ISSUE	RET.
Jan	85	57	48	30	86	70	1	0	3	2	9	9
Feb	77	54	95	78	115	91	3	3	6	2	13	10
March	103	28	63	51	101	79	3	2	5	2	8	5
April	74	41	65	48	71	37	2	0	2	0	3	2
May	76	56	70	55	74	51	1	1	2	0	5	0
June	85	46	78	52	43	25	4	1	2	0	3	0
July	85	46	71	51	44	25	4	1	2	1	1	0
August	75	62	54	29	73	24	7	1	5	0	3	0
September	111	90	62	48	72	46	9	1	1	1	5	3
October	92	58	119	84	80	43	6	0	0	0	0	0
November	74	59	51	35	60	44	2	2	20	10	0	0
December	40	50	57	43	34	25	1	0	2	0	1	0
	977	647	833	604	853	560	43	12	50	18	51	29

Transport Management

Fuel and Oil consumption for 2014 was \$55,425.87 as compared to \$46,381.29 in 2013 and \$6,060.43 in 2012.

Table 24: Fuel & Oil Consumption Analysis

Division	2014 Fuel & Oil	2013 Fuel & Oil	2012 Fuel & Oil
Service	\$457.88		
PSTA	\$4,319.23	\$5,445.46	\$7,559.43
DSTA	\$549.77	\$908.57	
CSD / Admin	\$8,542.62	\$7,144.64	\$9,746.23
Road-shows / Exhibitions / Workshops	\$1,325.70	\$3,716.45	
National Dengue Clean-up Campaign	\$667.42		
TILC	\$1,178.71	\$1,616.29	\$8,095.16
Development	\$1,111.64	\$578.83	\$768.03
TLFC Project	\$24,304.73	\$13,324.28	\$15,717.21

Division	2014 Fuel & Oil	2013 Fuel & Oil	2012 Fuel & Oil
Appeals Tribunal	\$1,799.25	\$2,474.86	\$4,138.19
TLFC	\$4,131.37	\$8,169.81	\$5,941.02
CMP	\$3,070.37	\$3,002.10	\$8,095.16
Child Protection	\$385.00		
CTLFC	\$1,361.14		
Hire of Rental & Hire of MTA Vehicles	\$785.84		
Delegation Visits	\$714.60		
Funerals	\$720.60		
TOTAL	\$55,425.87	\$46,381.29	\$60,060.43

The government directive to utilize 60% budgetary allocation by July 2014 would be the greatest contributing factor to the increase of operational costs. Divisions were required to bring forward their 2014 targets thus involved a lot of movement.

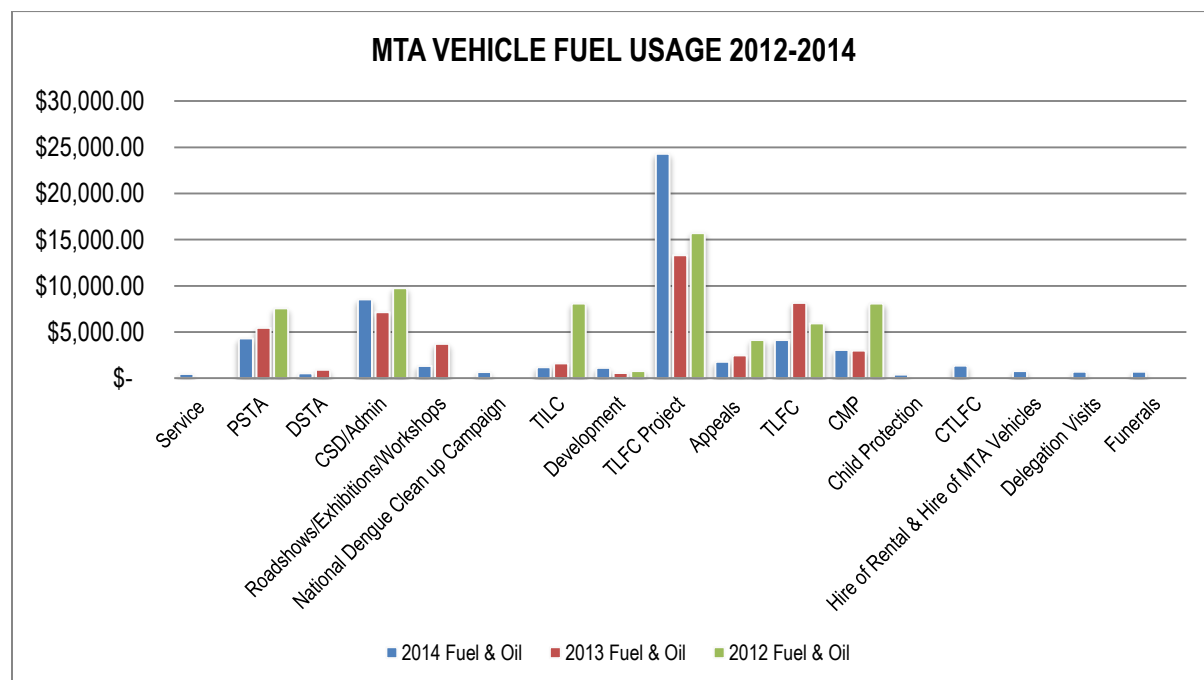


Figure 9: MTA Vehicle Fuel Usage 2012-2014

A comparative analysis of the graphs that 2012 – 2014 above depicts an almost 93% fuel & oil increase from 2012.

Increase of fuel usage (55%) by the TLFC Projects team in 2014 compared to 2013 can be attributed to the teams' frequent trips to HQ and return on a weekly basis. The village boundary teams whilst in

Ba and Nadroga / Navosa came to Suva weekly as also the demarcation and survey teams in Serua.

The Introduction of four (4) new leased vehicles increased our fleet to thirteen (13) thus impacted the increase in fuel consumption.

PRODUCTIVITY, RESEARCH & TRAINING

The newly created unit was formed after the disbandment of the Scholarship Section following government's directive in 2013 to transfer all scholarship matters to the TESL Board.



Figure 10: MTA Uniform display at PSC Sports Day

The Unit successfully facilitated the launching of the corporate uniform, sports uniform; implementation of the biometric system and refurbished layouts in the Ministry. This included the MTA Energy Efficiency Audit (EEA) team was recognized as the Energy Management Team and Green Team of the Year at the Service Excellence Awards Night 2014 taking top

honors. Part of its first prize included cash prize.

Other events organized was MTA's Awards Night

held at Studio 6 and the highlight of the evening was the employee of the year Award that was won by our Lands & Fisheries Commission employee, Taniela Qutonilaba (Messenger).

Some internal policies were endorsed by the SMB and implemented in 2014:

- MTA HRM Manual
- MTA Telephone policy
- MTA Risk Management policy
- MTA Non-SES Staff Board Manual
- Naitasiri Road Show
- Namosi Road Show
- Revitalization of the MTA QC



Figure 11: Employee of the Year 2014 – Taniela Qutonilaba

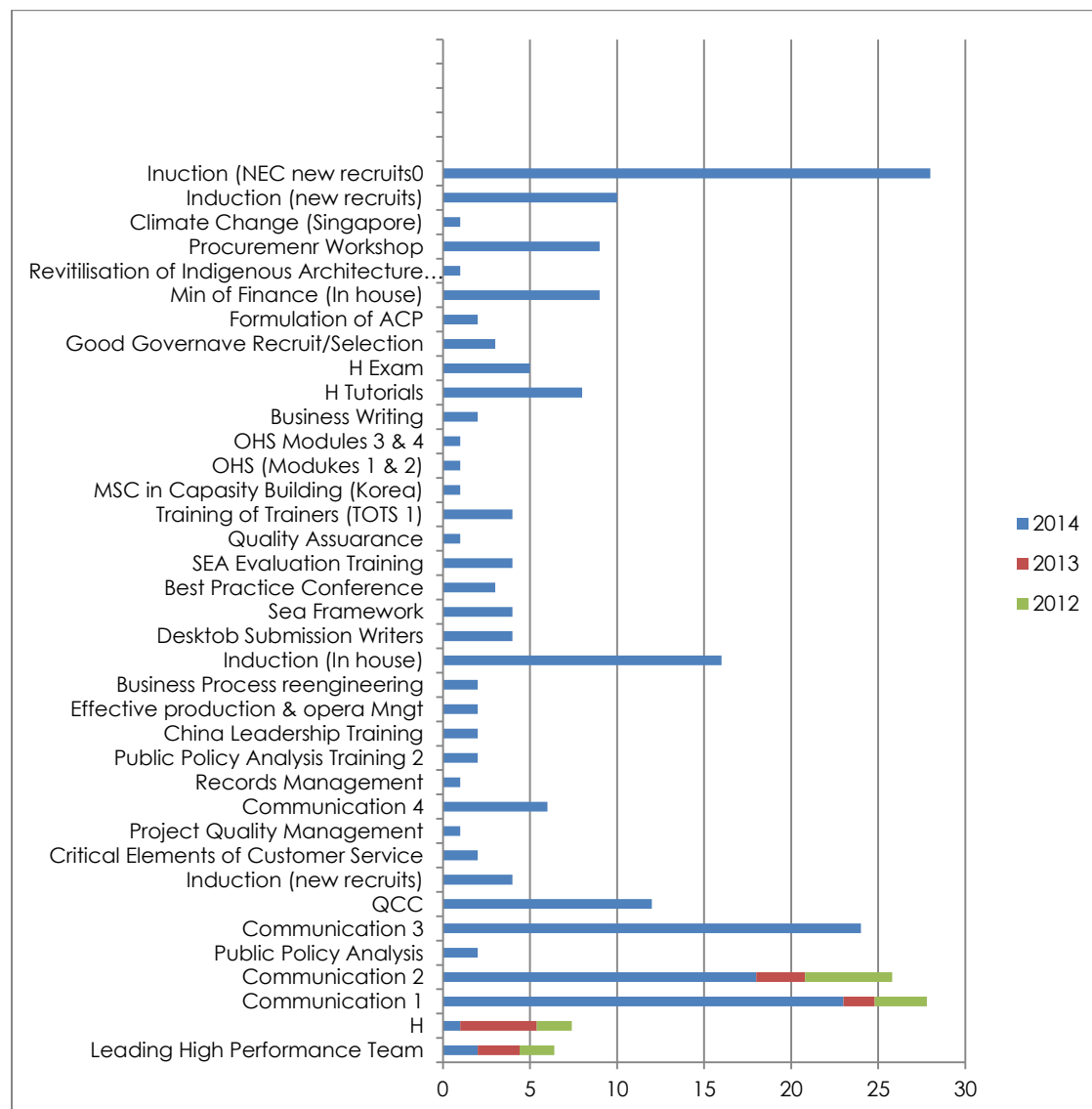
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Learning & Development Plan

With a budget of \$20,000 allocated to train and build staff capabilities, the centralized Training Unit wasted no time in seeking training providers and identified a total of 94 Officers to attend training: 49 Officers of the 94 selected were able to attend more than once of the various training in 2014 compared to 52 facilitated in 2013, and 9 in 2012. USP, FNU and PSC were the training providers in 2014 including In house training which provided the largest number of trainees. The Training Unit was able to secure a KOICA scholarship Award for 1.5 years (2014-2015) for one of the senior officers.

The breakdown of training and total staff attended is highlighted in the graph below.

Table 25: Breakdown of Training Attended to by MTA Staff



MONITORING & EXECUTIVE SUPPORT

The Monitoring Unit has produced reports that have raised the Ministry's performance rating to an excellent status of 95.58% for its third quarter in 2014. The second quarter rating was 93.98% and first quarter was 71.59%. The table below looks at the Ministry's performance from 2012 – 2014.

SFCCO Performance Rating (%)	2014	2013	2012
First Quarter	72	73	70
Second Quarter	94	73	71
Third Quarter	96	75	87
Fourth Quarter	96	86	91

Table 26: SFCCO Performance Rating 2012-2014

The Roadmap Outcomes have performed exceptionally well in the 3rd quarter. The ratings for the last 3 quarters are tabulated below.

Table 27: RDSSED MTA Outcomes Table 2014

OUTCOMES	BENCHMARK (%)	ACHIEVEMENT (%)		
		1Q	2Q	3Q
1. Children and Youth	5.00	1.00	5.00	5.00
2. Culture and Heritage	10.00	4.50	10.00	10.00
3. Gender Equality and Women in Development	8.00	4.40	7.45	7.98
4. iTaukei Institutions	20.00	16.38	18.90	19.45
5. Land Resources Development and Management	20.00	16.46	19.48	20.00
6. Leadership	10.00	8.80	9.50	9.50
7. Poverty Reduction	7.00	5.80	7.00	7.00
8. The Accountability Framework	20.00	14.25	16.65	16.65
Overall Rating	100%	71.59%	93.98%	95.58%

In terms of whole of government average rating, the Ministry's performance rating was above average as per table below.

Table 28: SFCCO MTA Achievement vs Govt. Performance

SFCCO RATING	2014 (%)				2013 (%)				2012 (%)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
MTA Achievement	71.59	93.98	95.58	95.65	73	73.24	74.77	85.94	70.03	71.3	87.65	91.95
Govt. Performance	64.12	80.4	88.75	93.68	63.49	78.66	85	90.79	62.3	74.32	82.97	84.5

The Ministry's Performance Rating, 2014 RDSSD Outcomes graph below.

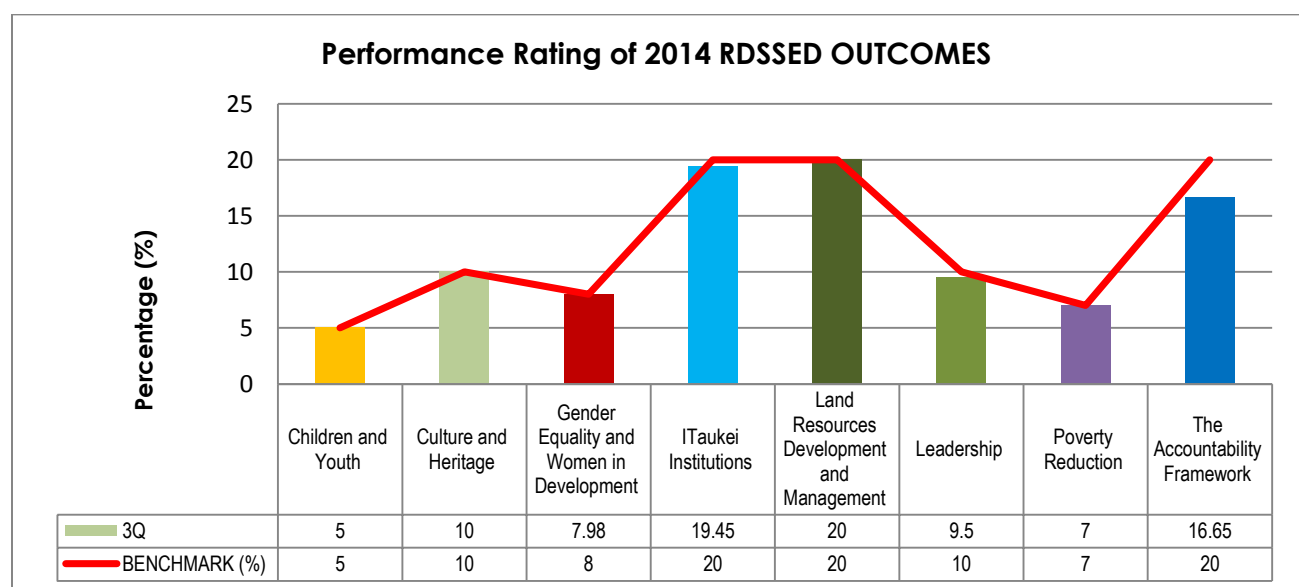


Figure 12: Performance Rating of 2014 RDSSD MTA Outcomes

MINISTRY OF *i*-TAUKEI AFFAIRS

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2014



File: 346

26 May 2015

The Minister
Ministry of iTaukei Affairs
87 Queen Elizabeth Drive
Nasese
SUVA



Dear Sir

**AUDITED FINANCIAL STATEMENTS OF THE MINISTRY OF ITAUKEI AFFAIRS FOR THE
YEAR ENDED 31 DECEMBER 2014**

Audited Financial Statements for the Ministry of iTaukei Affairs for the year ended 31 December 2014 together with my audit report on them are enclosed.

Particulars of errors and omissions arising from the audit have been forwarded to the Management of the Ministry for its action.

Yours sincerely

Atunaisa Nadakuitavuki
Atunaisa Nadakuitavuki
for AUDITOR-GENERAL

cc: Mr. Savenaca Kaunisela, Permanent Secretary for iTaukei Affairs.

Encl.

MINISTRY OF *i*-TAUKEI AFFAIRS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2014

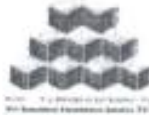
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MINISTRY OF i-TAUKEI AFFAIRS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

INDEPENDENT AUDIT REPORTScope

I have audited the special purpose financial statements which have been prepared under the cash basis of accounting and notes 1 to 3, thereon of the Ministry of i-Taukei Affairs for the year ended 31 December 2014. The financial statements comprise the following:

- (i) Statement of Receipts and Expenditure;
- (ii) Appropriation Statement; and
- (iii) Statement of Losses;

The Ministry of i-Taukei Affairs is responsible for the preparation and presentation of the special purpose financial statements and the information contained therein.

My responsibility is to express an opinion on these special purpose financial statements based on my audit.

My audit was conducted in accordance with the International Standards on Auditing to provide reasonable assurance as to whether the special purpose financial statements are free of material misstatements. My audit procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the special purpose financial statements and evaluation of accounting policies. These procedures have been undertaken to form an opinion as to whether, in all material respects, the special purpose financial statements are fairly stated and in accordance with government policies in Note 2 and the Financial Management Act 2004, so as to present a view which is consistent with my understanding of the financial performance of the Ministry of i-Taukei Affairs for the year ended 31 December 2014.

The audit opinion expressed in this report has been formed on the above basis.

Unqualified Audit Opinion

In my opinion:

- (a) the financial statements present fairly, in accordance with the accounting policies stated in Note 2, the financial performance of the Ministry of iTaukei Affairs for the year ended 31 December 2014.
- (b) the financial statements give the information required by the Financial Management Act 2004 in the manner so required.



Atunaisa Nadakuitavuki
for **AUDITOR GENERAL**

Suva, Fiji
26 May 2015




MINISTRY OF *i*-TAUKEI AFFAIRS
MANAGEMENT CERTIFICATE
FOR THE YEAR ENDED 31 DECEMBER 2014

We certify that these financial statements:

- (a) Fairly reflect the financial operations and performance of the Ministry of *i*-Taukei Affairs and its financial position for the year ended 31 December 2014; and
- (b) Have been prepared in accordance with the requirements of the Financial Management Act 2004 and the Finance Instructions 2010.


Mr. Savenaca Kaunisela
Permanent Secretary

Date: 22/5/15


Mrs. Finau Niumataiwalu
Senior Accounts Officer

Date: 22/05/2015

MINISTRY OF I-TAUKEI AFFAIRS
STATEMENT OF RECEIPTS AND EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2014

	Notes	2014 \$	2013 \$
RECEIPTS			
State Revenue			
Operating Revenue		4,047	3,705
Bond Recovery	3(a)	169,295	0
Total State Revenue		<u>173,342</u>	<u>3,705</u>
Agency Revenue			
Other Revenue & Surplus	3(b)	2,214	8,986
Reimbursement & Recovery	3(c)	4,908	0
Total Agency Revenue		<u>7,122</u>	<u>8,986</u>
TOTAL RECEIPTS		<u>180,464</u>	<u>12,691</u>
EXPENDITURE			
Operating Expenditure			
Established Staff	3 (d)	2,258,380	2,040,303
Unestablished Staff	3 (e)	119,482	117,420
Travel & Communication	3 (f)	69,175	52,053
Maintenance & Operations	3 (g)	234,773	233,122
Purchase of Goods & Services	3 (h)	69,324	45,213
Operating Grants & Transfers	3 (i)	4,122,000	11,938,243
Special Expenditure	3 (j)	609,933	433,514
Total Operating Expenditure		<u>7,483,067</u>	<u>14,859,868</u>
Capital Expenditure			
Grants & Transfers	3 (i)	356,409	317,250
Total Capital Expenditure		<u>356,409</u>	<u>317,250</u>
Value Added Tax		93,664	92,884
TOTAL EXPENDITURE		<u>7,933,140</u>	<u>15,270,002</u>

MINISTRY OF I-TAUKEI AFFAIRS
APPROPRIATION STATEMENT*
FOR THE YEAR ENDED 31 DECEMBER 2014

SEG	Item	Budget Estimate \$	Appropriation Changes \$	Revised Estimate \$ a	Actual Expenditure \$ b	Carry- Over \$	Lapsed Appropriation \$ (a-b)
1	Established Staff	2,624,472	(125,385)	2,499,087	2,258,380	---	240,707
2	Unestablished Staff	112,420	16,285	128,705	119,482	---	9,223
3	Travel & Communication	70,542	10,527	81,069	69,175	---	11,894
4	Maintenance & Operations	269,500	15,223	284,723	234,773	---	49,950
5	Purchase of Goods & Services	50,587	33,887	84,474	69,324	---	15,150
6	Operating Grants & Transfers	4,123,200	-	4,123,200	4,122,000	---	1,200
7	Special Expenditure	709,850	35,800	745,650	609,933	---	135,717
	Total Operating Costs	7,960,571	(13,663)	7,946,908	7,483,067	---	463,841
	Capital Expenditure						
10	Grants & Transfers	348,586	13,663	362,249	356,409	---	5,840
	Total Capital Expenditure	348,586	13,663	362,249	356,409	---	5,840
13	Value Added Tax	162,800	-	162,800	93,664	---	69,136
	TOTAL EXPENDITURE	8,471,957	-	8,471,957	7,933,140	---	538,817

Appropriation Movements

The following movements were recorded in 2014.

Virement No.	From	To	Amount (\$)
DV0501	SEG 1	SEG 7	22,000
DV0502	SEG 1	SEG 5	28,650
DV0503	SEG 1	SEG 7	13,800
DV0504	SEG 1	SEG 10	13,662
DV0505	SEG 1	SEG 3	10,527
DV0506	SEG 1	SEG 4	15,222
DV0507	SEG 1	SEG 5	5,237
V05001/14	SEG 1	SEG 2	13,285
V05001/14	SEG 1	SEG 2	3,000

MINISTRY OF *i*-TAUKEI AFFAIRS
STATEMENT OF LOSSES
FOR THE YEAR ENDED 31 DECEMBER 2014

Loss of Money

The Ministry of *i*-Taukei Affairs did not record loss of money for the year ended 31 December 2014.

Loss of Revenue

The Ministry of *i*-Taukei Affairs did not record loss of revenue for the year ended 31 December 2014.

Loss (other than money)

The Ministry of Finance approved the write off of unverified account balances recorded in the general ledger system which could not be substantiated as records were no longer available.

Account Balance	Description	Amount (\$)	Remarks
9-05201-68999-520301	Provincial Development	(1,959,998)	Cash at bank balance for trust fund
1-05101-05102-530301	Drawings BSP Suva	(178,501)	Operating Drawing bank account
1-05101-05999-570301	Advances	(14,558)	Travelling advances

MINISTRY OF *i*-TAUKEI AFFAIRS**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2014****NOTE 1: REPORTING ENTITY**

The Ministry of *i*-Taukei Affairs is responsible for good governance and well being of the *i*-Taukei which includes the preservation of the *i*-Taukei culture. It is also responsible for native land administration and education assistance to *i*-Taukei and Rotumans. The legal frameworks that cover the operations of this Ministry are the *i*-Taukei Affairs Act, the *i*-Taukei Lands Act, the *i*-Taukei Land Trust Act and the *i*-Taukei Trust Fund Act.

NOTE 2: STATEMENT OF ACCOUNTING POLICIES**(a) Basis of Accounting / Presentation**

In accordance with Government accounting policies, the financial statements of the Ministry of *i*-Taukei Affairs is prepared on cash basis of accounting. All payments related to purchases of fixed assets have been expensed.

The financial statements are presented in accordance with the Financial Management Act and the requirements of Section 71(1) of the Finance Instruction 2010. The preparation and presentation of a Statement of Assets and Liabilities is not required under the current Government policies, except for that of the Trade and Manufacturing Accounts.

(b) Accounting for Value Added Tax (VAT)

All income and expenses are VAT exclusive. The Ministry on a monthly basis takes out VAT output on total money received for expenditure from Ministry of Finance. VAT input on the other hand is claimed on payments made to the suppliers and sub-contractors for expenses incurred.

The VAT payment as per the statement of receipts and expenditure relates to the VAT input claimed on payments made to the suppliers and sub-contractors for expenses incurred and VAT payments to Fiji Revenue & Customs Authority (FRCA). Actual amount paid to FRCA during the year represent the difference between VAT Output and VAT Input.

(c) Comparative Figures

Where necessary, amounts relating to prior years have been reclassified to facilitate comparison and achieve consistency in disclosure with current year amounts.

(d) Revenue Recognition

Revenue is recognised when actual cash are received by the Ministry.

MINISTRY OF I-TAUKEI AFFAIRS
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued...)
FOR THE YEAR ENDED 31 DECEMBER 2014

NOTE 3: SIGNIFICANT VARIATIONS

- (a) The revenue received from bond absconders for Scholarships was not reflected in the Statement of Receipts and Expenditure of the Ministry for the past years. This revenue was recorded in the Ministry's general ledger revenue records this year.
- (b) The increase in other revenue and surplus was a result of the increase in commission received from different agencies. Due to the increase in pay, individuals increased their deductions for the different agencies, thus the increase in revenue.
- (c) The increase in reimbursement and recovery was a result of the increase in OPR or deductions for money owed by staffs to the Ministry.
- (d) The increase in Established Staff costing in 2014 was the result of Pay increase during Pay 1/2014 as per Public Service Commission Circular 77/2013.
- (e) The increase was also due to the Pay rise during Pay 1/2014 as per Public Service Commission Circular 77/2013.
- (f) The increase was due to the increase in number of overseas travels which took place during the year.
- (g) Maintenance and operations costs increased due to the increased in repair and maintenance cost of motor vehicles.
- (h) The increase in the expenditure for procurements was basically due to the increase in the number of purchases of items needed from various units which contributes to the deliverables and output achievements.
- (i) The transfer of the Scholarship funds to Tertiary Education and Loan Scheme (TELS) has resulted in the reduction in the Operating Grants.
- (j) The increase in special expenditure was due to the new additional fund item provided to the Ministry namely the VKB computerization.
- (k) The increase in the Capital Expenditure was basically due to the pay increase in pay 1/2014 which was also awarded to Project officers as well.