



MINISTRY OF LANDS & MINERAL RESOURCES

# ANNUAL REPORT

For the year ending 31<sup>st</sup> December, 2012

2012



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# *Letter* to the Honorable Prime Minister & Minister for Lands & Mineral Resources



## **Ministry of Lands & Mineral Resources**

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30<sup>th</sup> May, 2013

Honourable Ratu Voreqe Bainimarama  
Prime Minister and Minister for Lands & Mineral Resources  
Government Buildings  
SUVA

Dear Sir,

I am honoured to present to you the Annual Report covering the work of the Ministry of Lands and Mineral Resources for 2012.

The report is submitted in accordance with the obligations specified within my contract of employment with the Public Service Commission. It is in line with the Finance Management Act 2004.

With this report, the staff of the Ministry and I wish to express our gratitude for the privilege to work under your leadership. We also pledge our commitment towards achieving Government's national vision and expectations from Fiji's state lands, minerals and groundwater resources sector, as articulated in the People's Charter for Change, Peace and Progress and the Roadmap to Democracy and Sustainable Socio-Economic Development, 2009 - 2014.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Tevita G. Boseiwaqa', with a long horizontal stroke underneath.

TEVITA. G. BOSEIWAQA  
Permanent Secretary

# Permanent Secretary's OVERVIEW



The year 2012 was unique in that it has its own surprises, achievements and challenges.

The unanticipated appointment of the Permanent Secretary, Mr. Filimoni Kau as the Ambassador for Korea and the transfer of the Acting Deputy Secretary, Mr. Pene Baleinabuli to the President's Office as the Official Secretary in June. This was followed by the appointment of Mr. Tevita Boseiwaqa as Acting Permanent Secretary and there was no replacement for Deputy Secretary due to organizational re-structural adjustments

Fortunately, there was an appropriate structural system and processes with very clear direction in place to achieve the targeted outputs set for 2012. This amongst other factors has contributed significantly to the attainment of an 82.29 % achievement rate for the year. This is above the national average of 76%.

Such achievements have contributed to the natural development and have certainly made a difference in the lives of our clients and other communities through administration of State land, Surveying, Valuation, provision of maps and Geospatial Information.

The Department of Mineral Resources have also contributed immensely with its provisions of adequate water supply to the rural communities through bore holes and for commercial purposes. The Mining Industry looks promising for expansion as the required platform has been set by its hard working staff through field investigations, processing of applications for Special Prospecting License (SPL) and Mining Licenses followed by close monitoring to ensure compliance with the Mining and other relevant Acts.

The Land Use Unit has also recorded its fair share of achievements. There has been an increase in the number of Land Owning Units that deposited their land into the Land Bank resulting in the increase in total acreage and investors leasing this land. The Unit has also been proactive by venturing into development of subdivisions of land in the land bank.

Despite this rosy image, the Ministry continues to be challenged by its outdated processes. This needs to be reviewed and updated in order to absorb the new and increasing demand by our clients.

There is also a need to fully utilize the Ministry budgetary allocation. In 2012, a total of \$26,992,045 was allocated to the Ministry and \$3,499,391 was re-deployed by the Ministry of Finance and a further \$4,386,737 was not utilized at the end of the year. These challenges will be tackled head-on in 2013.

The onus therefore is on the Staff to shoulder these responsibilities as they have our confidence to do so. They are the same staff that had made the Ministry proud in terms of its achievements in 2012.

I commend them for their great efforts, good work and looking forward to work with them as a team in 2013.

Vinaka.

A handwritten signature in black ink, appearing to read 'T G Boseiwaqa', written over a horizontal line.

T G Boseiwaqa  
Permanent Secretary

# Roles & Responsibilities

The Ministry of Lands & Mineral Resources is made up of two Departments namely the **Department of Lands & Survey** and the **Department of Mineral Resources**.

## DEPARTMENT OF LANDS & SURVEY

The Department of Lands & Survey is responsible for the effective and efficient administration, development and management of all State land activities. Activities under this programme include Surveying, Land Valuation, Development and Maintenance of State Land and Geographic Information Systems and additionally the Land Use Unit which coordinates the implementation of Government's Land Reform initiatives to improve socio-economic growth focusing on equitable returns to landowners and the security of tenure for the tenants.

Functions and responsibilities are categorized under the following entities:

- Land Use Unit
- State Land Administration
- Land Survey and Development
- Geospatial Division
- Valuation
- Corporate Services

## DEPARTMENT OF MINERAL RESOURCES

The Department of Mineral Resources oversees and facilitates development of the country's mineral sector and groundwater resources. It undertakes studies in relation to geological hazard assessment which includes earthquake and tsunami monitoring, mineral and groundwater development and manages the development of the mining and quarrying sector with a mandate under the Mining, Petroleum (Exploration and Exploitation), Quarries, Explosives and Continental shelf Acts.

The department consists of four divisions which constitutes the overall mining and groundwater resources. These are namely the;

- Geological Services Division
- Geological Survey & Information Division
- Mining Division
- Mineral Development

# Vision, Mission & Values

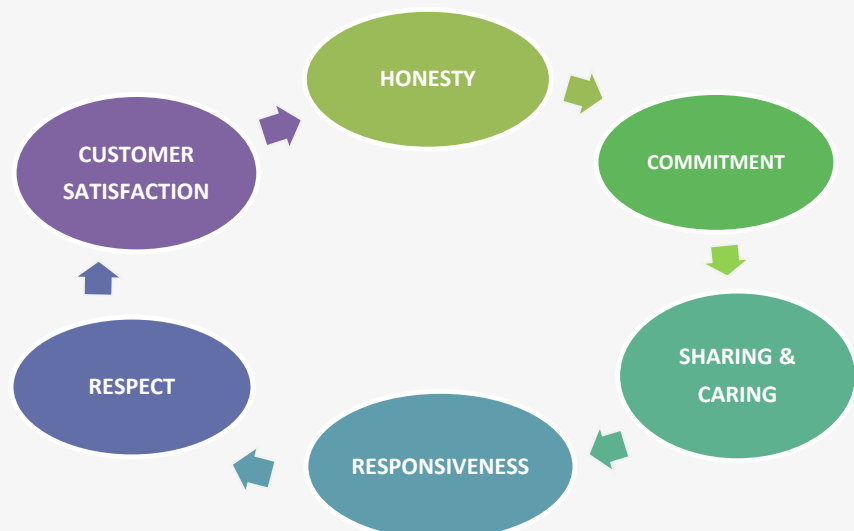
## Our Vision

"Achieving Socio-Economic Growth through the Sustainable Development of Fiji's Lands, Minerals and Groundwater Resources."

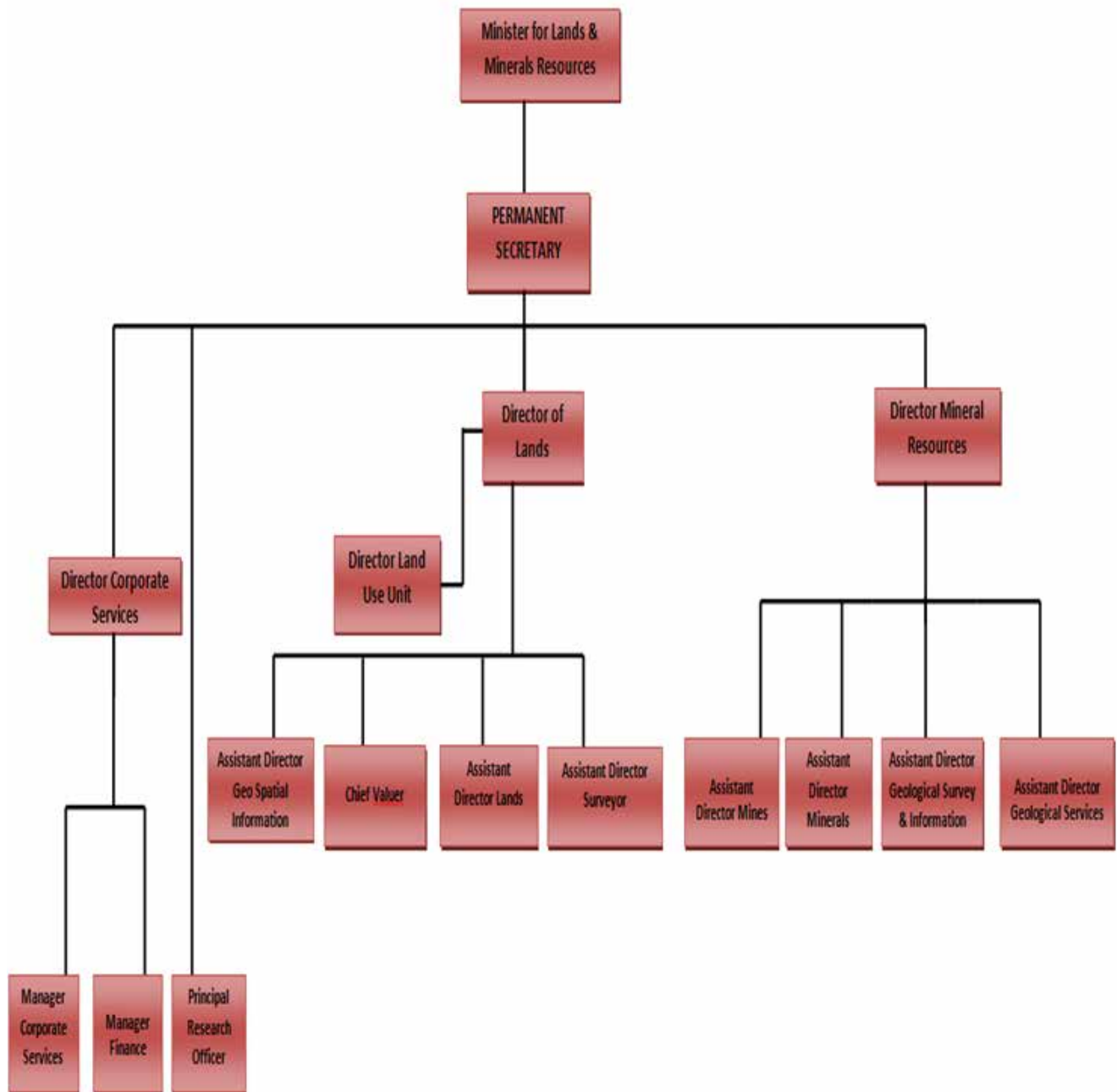
## Our Mission

"The Ministry's priority is to implement Government's reform initiatives on lands, mineral and groundwater resources for sustainable socio-economic growth at the national level, by 2012. The Ministry aims to provide outstanding administrative and facilitative services to its customers inclusive of both local and foreign investors. It will invest in technology to provide high quality services and it will work within the allocated public funds while striving to generate the appropriate revenue to assist with Government's nation-building efforts. The Ministry's leadership is dedicated to a management that recognizes the importance of its people. Importantly, the Ministry aims to gain a competitive advantage by using the constructive and creative abilities and energies of its staff. The Ministry will contribute to the economic strength of the nation and function as a good corporate citizen. Furthermore, the Ministry will recruit, develop, motivate, reward and retain personnel with exceptional qualities by providing excellent working conditions, superior leadership, recognition on the basis of performance, opportunity for growth, and a high degree of employment security."

## Our Values



# Ministry of Lands & Mineral Resources Organisation Structure





# Key Output Areas

There are Key Output Areas that are used as benchmarks to measure the performance and successful achievements of the Ministry of Lands & Mineral Resources

**KOA 1: PORTFOLIO LEADERSHIP ADVICE & SECRETARIAT SUPPORT** The Ministry contributes to national development in terms of revised policies & number of cabinet papers produced to efficiently and effectively administer the development of land, mineral and groundwater resources in Fiji.

**KOA 2: RESEARCH PUBLICATIONS – GEOLOGICAL SURVEY & DATABASE** Provides geosciences information to support and regulate development of mineral resources. Geoscience mapping and survey is carried out on selected areas where there are potential for mining, petroleum production, geohazards and quarrying areas in Fiji.

**KOA 3: CONSULTING SERVICES – GROUNDWATER BOREHOLES & DEVELOPMENT** Offer geological services and advice related to groundwater assessment, development including drilling & laboratory services. Responsible for the implementation of groundwater projects throughout Fiji targeting local communities and schools.

**KOA 4: LICENSING, COMPLIANCE & MONITORING – GEOLOGICAL HAZARD ASSESSMENT & EARTHQUAKE MONITORING** Strengthens and improves community response capacity in dealings with disasters and risks. Monitoring earthquakes & tsunamis with global networks with the aim to improve community response and disseminate early warning systems during disasters.

**KOA 5 LICENSING, COMPLIANCE & MONITORING – EXPLOSIVES, MINING & EXPLORATION TENEMENTS** Strengthen resource management by proactive enforcement of provisions of the Environment Management Act and other legislations.

**KOA 6: LICENSING, COMPLIANCE & MONITORING – SURVEY & VALUATION**

To ensure qualified and capable staff enter the surveying and valuation profession by fulfilling certain requirements under the governing regulations. This is to guarantee that the services provided in developing state land are acceptable. Land is the basis of development; therefore the role of surveyors and valuers is vital before any development takes place.

**KOA 7: CLIENT COMPLAINT INVESTIGATIONS – LAND MANAGEMENT SYSTEMS** Formulation and implementation of a complaints resolution mechanism that will assist in the tracking of progressive updates on client complaints received.

**KOA 8 – PUBLIC AWARENESS PROMOTIONS – MINING DEVELOPMENT OPPORTUNITIES** Encourage & strengthen cordial relationships between government, investors, landowners and other stakeholders through constant dialogues, awareness and promotions.

**KOA 9 – MAINTENANCE OF LAND & GEOGRAPHIC INFORMATION SYSTEM** Develop, enhance overall administration & management of geospatial information and technology on Land information systems (LIS), Geographical Information Systems (GIS) and remote sensing (RS)

**KOA 10 – LICENSING, COMPLIANCE & MONITORING ENVIRONMENTAL LAW** Ensures Special Prospecting Licenses (SPL), mining, quarry, and license holders comply with the relevant environmental legislations through close monitoring.

**KOA 11 – LAND MANAGEMENT SERVICES – LEASE, VALUATION & STATE LAND MANAGEMENT, LAND SURVEY & DEVELOPMENT** Ensures the better management of state land in accordance with the State Lands Act commencing from the initial receipt of an application through to the preparation and registration of lease and subsequent follow up on the compliance of the lease conditions.

Also responsible for the negotiation and acquisitions of land required for public purposes such as roads, water supply and government facilities which is done through dialogue and negotiations. In addition – looks after the assessment and periodic assessments of rentals on state leases, verifies rentals on iTaukei land leased to state besides being the official valuers for proclaimed town and cities for the assessment of property rates. Added to that is the collation & analysis of land sales data throughout the country which is used as a basis for property valuation.

The KOA also deals with the regulation and checking of all land surveys attended by registered surveyors [whether private or Government] in accordance with the Surveyors Act Cap.260. It also develops and provides the network of survey control system nation wide which integrates the many isolated surveys implemented by individual surveyors on behalf of their clients and at the same time develops state land for productive use.

**KOA 12 – LAND REFORM** is making more land available for productive and social purpose is one of the top priority for Government. It calls for the creation of a market for leased land through sustainable lease arrangements. This was possible through the establishment of the Land Use Unit to administer the reform initiative by Government in accordance with the Land Use Decree 2010.

The type of work involves identifying idle and underutilized lands to be deposited into the land bank. Land information should include land ownership, locality, topography, soil suitability and other relevant datasets. All lands deposited in the bank must be free from any other encumbrances and should not be the subject of any dispute in any court, tribunal, and commission or before any other persons or body exercising a judicial function.



# Department OF Lands & Survey

## Performance Review

### LAND USE UNIT (LUU)

The Land Use Unit is a promulgation of the Land Use Decree 2010. The unit endeavors to achieve government's objective that stems from Pillar 6 of the PCCPP which is *"Making more land available for productive and social purposes."*

Despite the setbacks faced by the unit it managed to produce significant milestones during the year.

#### Highlights for the year

- The issuing of lease to Kokomo Island resort on an island in *Yaukuve, Ono, Kadavu*.
- Lodgement of the Natodre Master Concept Plan (MCP) to

Town & Country Planning. The MCP focuses on sustainable development of proposed zones such as residential, industrial, civic etc. that would meet the social obligations of the State. This land has an optimum area of 1078.008 hectares.

- The Unit in partnership with Department of Environment (DoE) and a few other stakeholders was able to install bio-fuel and windmill at various parts in Fiji especially the Maritime region. The achievement by LUU in this case would be the number of leases issued under the Land Bank.
- The seventy consultations (70) public awareness/consultations conducted denotes the interest shown by Land Owning units.

ACTIVITIES	1 <sup>ST</sup> QUARTER	2 <sup>ND</sup> QUARTER	3 <sup>RD</sup> QUARTER	4 <sup>TH</sup> QUARTER	TOTAL
<b>PUBLIC AWARENESS</b>					
Public Awareness & Consultations with Landowners	20	24	20	7	70
Consultations with Investors/Tenants	9	6	5	6	26
Consultation with Stakeholders	5	4	4	1	14
Interests Registered	3	6	4	6	19
<b>DESIGNATION OF LAND</b>					
Number of Land Designated	7	8	8	7	30
Area's Designated	254.664hac	472.05	39.2212hac	202.8602hac	968.7954hac
<b>LEASING</b>					
Number of iTaukei land leased	1	1	-	2	4
Buy Back Land Leased	2	2	-	1	5
<b>SURVEYING</b>					
Number of Survey Plans lodged for Examinations	4	3	3	3	13
<b>LAND ACQUISITIONS</b>					
Number of Land Acquisitions	2	2	-	-	4
Compensation Paid Out	2	2	-	-	4
Number of Valuation	1	3	2	7	13
<b>TRAININGS</b>					
Number of Trainings			1		1
Conferences/Workshops			1	1	2

# State Land Administration

The Land Administration Division is responsible for administering all state land dealings within the Ministry. It is one of the major divisions within the Ministry responsible for the legal documentation for all land administration. Furthermore, the division is responsible for the issue of lease, lots for leasing for individual tenants, facilitating the vetting and processing of leases. One of the major functions of the division is the overseeing of the land rent arrears and the prompt updating of all new leases and existing leases in the system, issuing of statement and notices to leases.

Acknowledgement of the over achieving of the 2012 targets is also extended out to staff in the *Central Eastern, Western and Northern* Divisions. This had been made possible by the extra efforts being put in despite attending to the ever increasing complaints from lessees.

**Major Achievement:** Development of a draft State Land Administration Standard Operating Procedure (SOP) which is to be completed and implemented in 2013.

The numerous anomalies, public complaints and constraints' against/encountered by the Ministry throughout the years saw the Divisions initiative and drive to develop an updated SOP. The production of this manual is therefore aimed to assist address this problem for quick turnaround time to the satisfaction of our customers.

OUTCOME 16: LAND RESOURCES DEVELOPMENT & MANAGEMENT				
OUTPUT	STRATEGY	KPI	2012 TARGET	ACHIEVEMENTS
<b>OUTPUT 11:</b> Land Management Services	Preparation of documents	Number of documents prepared	900	HQ/DSCE – 589 DSW – 496 DSN – 173 <b>Total 1,258</b>
	Stamping of documents with Commissioner of Stamp duties	Number of documents stamped	650	1 <sup>st</sup> Qtr – 263 2 <sup>nd</sup> Qtr – 131 3 <sup>rd</sup> Qtr – 187 4 <sup>th</sup> Qtr – 167 <b>Total - 748</b>
	Lodge documents for registration with Registrar of Titles	Number of documents registered	400	1 <sup>st</sup> Qtr – 169 2 <sup>nd</sup> Qtr – 113 3 <sup>rd</sup> Qtr – 154 4 <sup>th</sup> Qtr – 118 <b>Total - 554</b>
	Dealings on State Land	Number of dealings assessed and approved on existing leases progressed	800	HQ/DSCE – 1,026 DSW – 671 DSN – 138 <b>Total 1,835</b>

Total documents prepared, leases registered and stamped totaled **4395** which far exceeded the targeted outcome of the units output for 2012

# Land Survey & Development

## Control

The Control Survey Section is committed professionally to the establishment of a very precise geodetic survey datum through good leadership, and the optimum use of modern survey equipment by well trained employees to ensure maximum return to government and the private sector.

Also the unit is committed to the survey of the un-surveyed itaukei land in the district of Namosi

The Control Office apart from its core function is also tasked to commence with the survey of the Galoa Mahogany Forest.

Naturally bounded in the form of creeks and rivers the lots concerned generally comprises of more than hundred hectares of land covering most part of Nuku District within Serua Province.

In addition, the survey of the mahogany plantation enables the issuance of the lease title to the proprietor. Hence, the survey of the un-surveyed itaukei land in Namosi validates the itaukei land register title.

### 2012 Geodetic Control Survey

- \* Savusavu - Natewa Geodetic Controls
- \* Tabia - Dreketi Geodetic Controls
- \* Nabouwalu O Dreketi Secondary Controls
- \* Galoa – Naboutini Secondary Control
- \* Galoa – Naboutini Geodetic Control

### Galoa Mahogany Survey

Road Survey: To comply with the town and country planning act the access to all allotment was surveyed. Total of 8.51km access to serve allotment 10 & 11 was surveyed during the year.

### Boundary Demarcation & Survey:

The following allotment was surveyed and plan was drawn in accordance to notices to surveyor and yet to be lodge to computing office for checking and approvals.

The allotment surveyed covers

- I. Lot 2 – 189.3ha •
- II. Lot 3 – 339.6ha
- III. Lot 10 – 165.5ha
- IV. Lot 11 – 866.3ha
- Total – 1560.7ha

### Namosi NLC Survey

The surveyed carried out in the year covers parts of the periphery of the Namosi/Naitasiri provincial boundary and parts of Wainikoroiluva/Namosi tikina boundaries.

The surveyed covers 20km total periphery chainage demarcated and surveyed.

Namosi is the most rugged terrain in our country and it requires total commitment. Through sheer hard work and dedication the teams have to overcome challengers faced out in the field.

The actual daily survey routine is such that from the base camp the teams travel by vehicle to the furthest it could carry them and then on foot to the survey site

### Viwa NLC Survey

Allotments surveyed and plan drawings in progress

NLC Lot	Mataqali	Area
Lot 1	Mat Vacai	127.9ha
Lot 2	Mat Natia	100.36ha
Lot 3	Mat Natagani	37.53ha
Lot 4	Mat Veruku	42.69ha
Lot 5	Mat Ketenisau	2.12ha
Lot 7	Mata Yakawe	70.61ha
Lot 8	Mat Vacai	127.91ha

### Purchase of Survey Equipments

Lands Indent 1/2012 was prepared and approved by the MTB and the following was purchased and distributed to the Divisions depending on the nature of the request

- 5 x Flexline Series (TS06 ultra – 05”) Total Stations plus accessories
- 3 x Liscad License (serial number 41662,41663,41664)



# Land Survey & Development

## Divisional Surveyor Central Eastern (DSCE)

The DSCE office plays a critical role in the stewardship of State land related resources within its Division. It also manages and provides submissions to Management for its highest and best use of State land whether is it residential, agricultural, commercial, industrial purposes and others.

The Division delivers an array of products including Land transfer surveys, Engineering surveys, Topographical surveys, Building & Engineering set out, lease documentation and registration and sand & gravel extraction licensing.

DSCE is responsible for delivering Output 11 in the ACP namely:

- **Survey of *Nukurua* Mahogany Plantation**

- Two (2) survey plans lodged
- 1. SO6483 NLC Lot 71 (pt of) 198.721ha (on requisition) requires some field work due to change of boundary by *mataqali*.
- 2. SO6562 NLC Lot 13, 130.8373ha (on requisition)
  - NLC Lot 15 – 150.178ha completed
  - NLC Lot 32 – 44.839ha completed
  - NLC Lot 72 – 76.039ha completedTotal of 600.6151ha surveyed in 2012.

- **Maintenance of Existing Subdivision**

All subdivisions are investments for government, the division deals with lessee complaints on the defaults in the construction

due to unforeseen circumstances i.e. landslides, weathering, accidents etc.

The division assesses complaints and designs more comprehensive solution to maintain these investments for the safety and comfort of clients concerned. Some of the maintenance works conducted during the year are;

- Relocation and installation of power pole
- Installation of power pole
- Maintenance of drainage system

### SURVEY PLANS

New Survey Plans lodged	12
Survey Plans approved	6
Scheme Plans lodged	14
Scheme Plans approved	10

- **Survey of Government Stations on ITaukei land**

- ✓ Raviravi Nursing station – awaiting lease arrangement
- ✓ Raralevu Police Post – Scheme Plan lodged with
- ✓ DTCP
- ✓ Vunidawa Sports complex – Survey Plan approved (SO6633)
- ✓ Korovisilou Health Center
- ✓ Lawaki Nursing Station

- **Development of State Land**

Funds were withdrawn by Ministry of Finance (MoF)





# Land Survey & Development

## Divisional Surveyor Western (DSW)

The DSW office started off with a challenging year since it was twice hit with severe flooding in all its responsible designated areas of work that is from *Sigatoka, Nadi, Lautoka, Ba* and *Rakiraki* areas. Resources and mostly technical staff of the Ministry including those that were out in the field were called in to assist in the DISMAC operations.

The Survey Section in the Western Division is committed to the:

- ✚ Surveying of State Land, State Freehold Land and / *Taukei* Land leased to State (Redefinition, Topographic, Engineering & cadastral)
- ✚ Maintenance of Existing Subdivisions
- ✚ Development of State Land
- ✚ **Native Lease to State (Capital Project) – 100% completed**
  - Namarai Government Station
  - Nalotawa Health Center
  - Cuvu Health Center
  - Waimacia Government Station
  - Legalega Government Station
- ✚ **Nabouthini Mahogany Survey (Capital Project)**
  - Mataqali Nacegacega 1 (800ha). 150ha covered and is to be continued in 2013.

## ✚ Ad hoc Surveys (National Interest) – 100% completed

- Survey of Rakiraki Rural Sport Complex
- Survey of Natabua Correctional services
- Survey of Caboni Fisheries Hatchery Site

## SURVEY PLANS

Nine (9) new survey plans lodged

- 4 Plans I *Taukei* land leased to State
- 4 Plans for State land development
- 1 ad hoc survey

One (1) survey plan approved

- 1 Plan SO6074

Scheme plans lodged

- 5 I *Taukei* land leased to State scheme plans
- 1 Ad-hoc scheme plan
- 4 State land development scheme plans

Scheme plans approved

- 5 I *Taukei* land leased to State
- 2 State land development



# Land Survey & Development

## Divisional Surveyor Northern (DSN)

The 2012 performance portrays activities, achievements which comprise of performance based on the deliverables within Output 11 of the ACP.

The Survey unit within the Division had tried all means with the limited resources to make more land available for productive purposes according to Output 6 of the People's Charter for Change Peace and Progress (PCCPP) and the Look North Policy.

Surveying work covers provinces of Cakaudrove, Bua and Macuata

Deliverables within Output 11 includes:

- **Surveying of Government Stations on I Taukei Land (100% completed)**
    - Naleba Youth & Sports
    - Automatic Weather Stations
    - Saqani Government Stations
    - Vunivutu Government Stations
    - Bagasau Nursing Station
    - Seaqaqa Research Station
  - **Four (4) Maintenance of Existing Subdivision (100% completed)**
    - Soak Pit and septic tank at *Bulileka*
    - Maintenance of access road at Bulileka Village low cost subdivision
    - Maintenance of foot path and V Drains at Bulileka low cost
    - Maintenance of access road at Vatia Subdivision
  - **Five (5) Development of Existing subdivision on State Land**
    - *Boubale* 30 Lots residential subdivision completed
    - Naiyaca Industrial Subdivision completed
    - Vatia Survey and Land development completed
    - Savusavu Industrial area completed
    - Dreketi Industrial area completed
- There are other ad- hoc surveys conducted that are of National Interest
- Survey of mid-point jetty 100% completed
  - Survey of Mini Hydro, Taveuni 100% completed
- Surveys range from Redefinition, Topographic, Engineering and Cadastral.

## SURVEY PLANS

- Eleven (11) new survey plans lodged
  - 6 Plans for iTaukei land leased to state
  - 4 Plans for Ad-hoc Surveys
  - 1 Plan for state land development
- Survey Plans approved
  - 3 Plans (SO6009, SO6455, DP10333)
- Scheme Plans Lodged
  - 6 iTaukei land leased to state scheme plans
  - 6 Ad-hoc Scheme plans
  - 5 State land development scheme plans
- Scheme Plans Approved
  - 6 I Taukei land leased to state scheme plans
  - 2 Ad-hoc scheme plans approved



# Geospatial Information System

## 🏠 Fiji Land Information Section (FLIS)

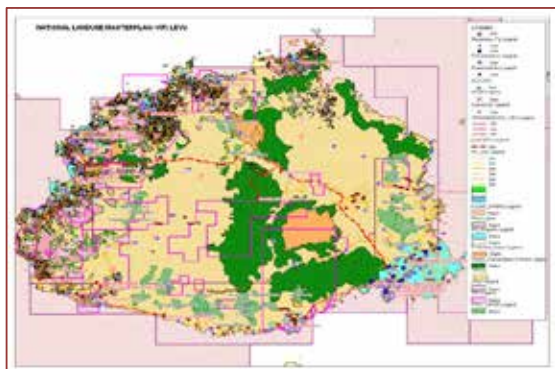
FLIS is a major government project designed to create a coordinated system for storing and providing 'core' information about Land in the republic of Fiji. In addition it is tasked with two other government projects namely the *National Land Register* and *National Land Use Master Plan*.

*The National Land Register* will allow for the integration of all land information in Fiji which can facilitate effective and efficient land reform policies. This will augur well with the government initiatives for proper land use and management to support economic development as outlined in the People's Charter for Change, Peace & Progress (PCCPP) and the Roadmap to democracy and sustainable, socio, economic development (RDSED). The project is earmarked to provide resource backup to government's initiative for land reform starting with the establishment of the Land Use Division under the Land Use Decree. Fiji's reliance on land resources pertaining to agriculture, property investment and mineral exploration vests on availability of relevant land data.

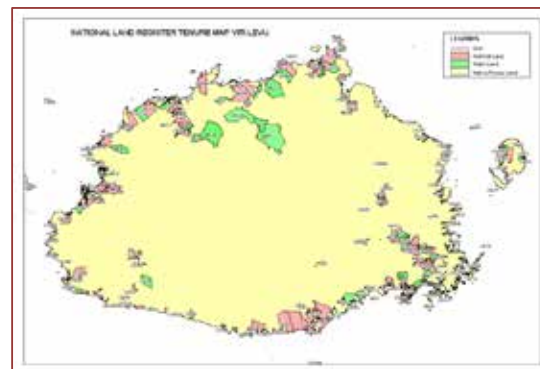
*The National Land Use Master Plan* One of the key measures and actions prescribed in Pillar 6 of the Charter is for the establishment of a Land Use Development Plan. Currently there is no comprehensive land use map available that allows government to keep track of all developments on all land nor is there commitment by any ministry or institute for the collation of spatial and non-spatial data and the storage of all data pertaining to national land use. The ministry has initiated the project as it has resources, expertise and capacity to undertake this responsibility. In addition, the Ministry is designated under the economic sector in the Government budgetary structure. The Land Use Master Plan will assist in identifying economic viability of each land development type or use and in which area.

OUTPUT	STRATEGIES	KPI	TARGET	ACTUAL OUTCOMES FOR 2012
<b>Output 9 :</b> Maintenance of Land and Geographic Information System	Provide GIS/IT support services	Number of IT support services provided	1,200	1,495
	Provide database and applications for development/enhancement services	Number of database services provided	4	4 – HRMS – VMS – Complaints – Lease Application system
	Verify and integrate cadastral and titles data for National Land Register	Number and percentage records integrated	30%	85.25% of State Land Register completed
	GIS project for National Land Use Master Plan integrating data collected from various stakeholders	Percentage completed	50%	95%
	Review of Land information strategy – Existing processes and policies to global SDI standards in consultation with FLIC	<ul style="list-style-type: none"> <li>Number of meetings coordinated and conducted for Fiji Land Information Council (FLIC)</li> <li>Review of Land information strategy and policies to integrate SDI</li> <li>Number of trainings conducted by FLIS (software application)</li> </ul>	4  100%  4	3  Ongoing  4 <ul style="list-style-type: none"> <li>MapInfo</li> <li>FNU</li> <li>Health</li> <li>Geomedia</li> </ul>





National Land Use Master Plan



National Land Register

## Mapping & Technical Division

OUTPUT	STRATEGIES	KPI	TARGET	ACTUAL OUTCOMES FOR 2012
Output 9 : Maintenance of Land and Geographic Information System	Cartographic production and upgrade of maps	Number of cartographic productions (Topo & Thematic)	13	7
		Photogrammetric compilations		3
	Acquire imagery for GIS projects & mapping	Imagery acquired (aerial photo/satellite)	100%	Aerial Photography assignment abandoned due to weather conditions. Only further 5% of imageries captured
		Negotiations/confirmations for variation of aerial survey contract with NZAM		
		Discussions for acquisitions of satellite imageries & training		
	Provide customer services	Revenue generated for products & services	\$85,000.00	\$86,725.02
		Customized maps produced	120	136
	Preparation of legal diagrams	Number of road acquisition diagrams prepared	160	441
		Locality/lease diagrams prepared	500	888

## Plan Examination Unit

The Plan Examination Unit works in accordance to the Surveyors Regulation 1980 and the notice to Surveyors Nos. 1-29. The sections main output being the total number of approved survey plans which partially contributes towards land developments that is reflected in the Nation's economic growth.

A	<b>New Plans received &amp; placed under examination</b>	272
B	New Plans checked	284
C	Plans sent on requisitions to surveyors	529
D	Plans resubmitted after attending to requisitions	472
E	Requisitions checked	408
F	Plans sent to Department of Town Country Planning (DTCP)	220
G	Plans returned from DTCP	197
H	Plans approved by DTCP	93
I	<b>Plans Approved as to Survey</b>	153

# Valuation Division

OUTPUT	STRATEGIES	KPI	TARGET	ACTUAL OUTCOME
<b>Output 6:</b> Licensing, Compliance & Monitoring – Survey & Valuation	Valuers Registration Board to meet and consider critical issues by 4 <sup>th</sup> Qtr	Number of Valuers Registration Board meetings	4	3
	Registration of new valuers	Number of new registered valuers	4	4
<b>Output 11:</b> Land Management Services – Lease, Valuation and State Land Management; Land Survey & Development	Consult municipal councils for their rates demands and complete verification by 4 <sup>th</sup> Qtr	Demand notices for municipal rates by councils received and verified	500	673
	Collect and compile data on property sales from the stamp duty office by 4 <sup>th</sup> Qtr	Data on property sales information captured, noted and plotted	1,500	1,608
	Compile monthly property sales report for sale to members of the public by 4 <sup>th</sup> Qtr	Monthly Property Sales Reports compiled and ready for sales	15	197
	Undertake sexennials revaluation for local authorities under the Local Government Act. Cap. 125 by 4 <sup>th</sup> Qtr	Undertake sexennials re-valuation of all rateable land within the Nasinu Town Boundary	11,000	11,137
	Undertake roll maintenance valuation for local authorities under the Local Government Act. Cap. 125 by 4 <sup>th</sup> Qtr	Undertake valuation of all rateable land within the Savusavu Town Boundary	273	579
	Collate data on leases due for re-assessment of rentals and undertake reassessments by 4 <sup>th</sup> Qtr	Undertake valuation of all rateable land within the Sigatoka Town Boundary	241	0 (Outsourced)
	Undertake and submit Valuation requests for issue of new leases by 4 <sup>th</sup> Qtr	Undertaking Valuation for rezoning, amalgamation and/or subdivisions on rateable land	20	15
	Collate data on leases due for reassessment of rentals and undertake reassessments by 4 <sup>th</sup> Qtr	Reassessments or rentals for leases that is due in 2013	1,305	1,305
	Undertake and submit valuation requests for issue of new leases	Assessment of premiums, leasehold market value & rentals for new leases	100	389
	Assess penal rentals for leases who have been identified with breaches to lease conditions by 4 <sup>th</sup> Qtr	Assessment of penal rent for breach of lease conditions completed	150	36
	Consult with PSC and complete rental valuation for Government quarters by 4 <sup>th</sup> Qtr	Rental valuation for Government quarters completed	150	36
	Consult TLTB and finalizing processing of pending applications by 4 <sup>th</sup> Qtr	Negotiations and finalizing of previous application to TLTB	20	33
	Consult TLTB and complete reassessment of rent on existing iTaukei land leased to state by 3 <sup>rd</sup> Qtr	Reassessment of rent on existing iTaukei land leased to TLTB completed	50	54
	Finalize processing of applications for new leases and submit To iTLTB by 4 <sup>th</sup> Qtr	Applications for new leases from TLTB submitted	10	12
	Finalize processing of applications for renewal of leases and submit to TLTB by 3 <sup>rd</sup> Qtr	Application for renewal of leases for iTaukei land submitted	1	1
	Access premiums and rentals for private schools by 4 <sup>th</sup> Qtr	Consult TLTB and finalize negotiations of premium for renewal of non-government schools	5	5
	Acquire land for public purposes by 4 <sup>th</sup> Qtr	Number of properties acquired	120	151
	Conduct and submit special valuation reports by 4 <sup>th</sup> Qtr	Valuation of State owned government entities and government properties	10	7

# Mineral Resources Department Performance Review

## MINING DIVISION

The Mining Division is one of the major Divisions within the Ministry earmarked to rake in revenue for Government.

In view of the divisions' functions and deliverables on a national basis as outlined within the RDSSD, the annual expenditure of \$105,464,040.31 from 2011 – 2012 has resulted in the establishment of two (2) mines. According to national statistics Gold export value totaled \$101,267,577.00 which exceeded the RDSSD target growth rate of 12.9%; with Silver export value amounting to \$449,761.25 at a growth rate of 10.99%.

The Divisions is responsible for delivering outcomes within the Mineral and Groundwater sectors namely:

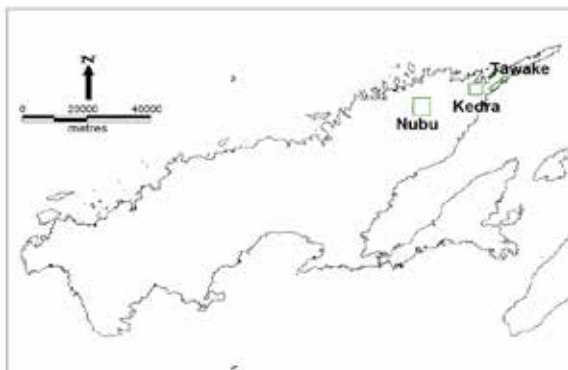
- **Critical Government Output (CGO) Review of the Mining Act** .Eleventh (11<sup>th</sup>) draft with SG's office. An internal and external consultation conducted in 2012. MEEB amended to MEED.
- **Output 5 – Licensing, Compliance and Monitoring (Explosives, Mining and Exploration Tenements)**
  - Eight(8) inspections conducted for mines & quarries
  - Two (2) underground safety inspections at Vatukoula Gold Mines Ltd (VGML)
- Conducted 28 safety inspections on quarries
- One (1) stop notice issued
- Conducted nineteen (19) tenement site visits
- 269 Mineral Export permits issued
- 50 Gold & Silver permits issued
- 6 Bauxite Export permits issued
- 42 Prospector's rights issued
- **Output 8 – Public Awareness Promotions (Mining Development Opportunities)**
  - Attended thirteen (13) stakeholder meetings regarding the *Namosi Joint Venture (NJV)* on Exploration and Mining
  - A stakeholder deep sea mining workshop was conducted to explore new mining development opportunities in Fiji.
  - Conducted/attended seventy four (74) community awareness and promotions programmes to encourage well informed and supportive communities and investors towards mining.
- **Output 10 – Licensing, Compliance and Monitoring**
  - Conducted twenty nine (29) inspections to monitor mines/quarries total compliance with the Environments Management Act (EMA). This is apart from the weekly environmental monitoring/inspection conducted by the division on the *Namosi* copper mine.





# Geological Survey & Information Division

The Geological Survey division's major work undertaken for the year 2012 included the Vanua Levu Mineral Investigation project in the *Macuata* and *Saqani* area around *Nubu*, *Tawake* & *Kedra*.



The other major core-function of the division is the carrying out of Geo-technical assessments on foreshore developments, landslide assessments and core logging for drilling for development purposes.

The Division is responsible for outputs:

- 2 – Research Publications – Geological Survey & Database.
- 4 – Research Publications – Geological hazard assessment & earthquake monitoring.

## 2012 PROSPECTS MAPPING

Fieldwork was carried out on the three (3) targeted areas in Vanua Levu. Geochemical mapping was also undertaken to find out anomalies in the area based on previous explorations works. Field work maps that were digitized include:

- Sample location maps (rock, sediment & ridge samples)
- Traverse maps
- Geology & structural maps
- Alteration and mineralization map

## GEOLOGICAL MAPPING AWARENESS & CONSULTATION

Team headed by Mr Isei Rayawa conducted an awareness and consultation workshop at the request of the Commissioner Northern and the various village chiefs of the areas where mineral investigation was conducted from 2008 – 2011. The awareness was to share results of the sampling program carried out in the area.

## GEOLOGICAL HAZARD ASSESSMENT

The division attended to twenty seven (27) requests for geotechnical assessments and played a significant role in seeing that the developments taking place around the country was safe so far as geotechnical issues were concerned. This includes and not limited to geotechnical investigations on civil and infrastructure developments, landslides, aggregate assessments and foreshore developments.

The division will be better equipped to conduct mineral and geotechnical investigations with the purchase of the:

- Shallow seismic refraction equipment
- Geological services super sting R8 shallow equipment.
- XRF Handheld Analyzer received by the Division in December. Training on the use of equipment was conducted in January 2013.



# Geological Services & Information

The Division is tasked with the responsibilities of developing groundwater resources of Fiji and providing geological hazard assessment and earthquake and tsunami monitoring. Which are outputs 3, 4 & 13 of the ACP.

In order to facilitate such responsibilities the Division is made up of four sections tasked with thematic roles namely the *Hydrological section, Drilling section, Seismology section and Laboratory section.*

Major achievements included:

## ➤ Output 3 Consulting services – Consulting Services – Groundwater boreholes and Development

- Groundwater sources investigations and assessments with the 26 out of the targeted, 25 assessment and investigations were carried out.
- Borehole drilling: A commercial borehole was drilled at Nadelei for a Korean Investor with favorable preliminary quality. Confirmations on borehole to be made in 2013.
- Second potential commercial site was drilled and later suspended due to tropical cyclone Evan.
- Laboratory services have been flooded with water sample analysis requiring geochemical and some microbiological analysis and have far exceeded their half yearly target of 50 by 198.

## ➤ Output 4 Geological Hazard Assessment and Earthquake monitoring

- Routine monitoring of seismic activities and tsunami monitoring
- Achieved target of 100 centers for earthquake & tsunami awareness on coastal communities

(schools/villages/settlements). Coastal areas covered were along northern coast of Vanua Levu from *Macuata* to *Bua* along with the offshore islands in this region. Other locations covered were *Vatulele* islands, FICAC office in Lautoka and the *tikina Noco, Vutia* in *Rewa*

- The division also contributed under this output through the Geotechnical drilling work. This is demand driven. At the end of the year the Geotech drilling team have completed 15 geotech test holes which are:

Location	RIG	No. of holes:
Veisari – TENG	EHV 3300	1
Lami – TENG	EHV 3300	3
Raiwai – Golden Century	EHV 3300	3
Toorak – Fulluck	EHV 3300	3
Kiuvu – China Railway	EHV 3300	1
Koronivia – ENTEC	EHV 3300	1
Naisoso – ENTEC	EHV 3300, GEMCO, Tone 300	3
<b>TOTAL</b>		<b>15</b>

## ➤ Output 13 – Poverty Reduction (Alleviation)

The borehole drilling have endured a slow start this year with old age drill rigs and supporting machinery (compressors) but did manage to complete drilling 26 holes out of the targeted 20 boreholes. Out of the 26 drilled boreholes 2 were found to be successful due to salt water contamination/intrusion in *Vatulele* Island.





# Corporate Services

## 2012 HIGHLIGHTS

The administrative and human resource management section of the ministry has in 2012 strived to improve its role in support to the professionals of the ministry through the application of best human resource management practices in line with the Equal Opportunity, OHS and Environment initiatives. Some of the highlights of the year include;

- i) Improved HRM through the monitoring and review of temporary and project appointments.
- ii) Advise to management on decentralization and reorganization initiatives of in line with the government's civil service reform programme.
- iii) Coordination of ministry participation at the Agriculture Shows in Lautoka and Labasa. And participation at the PSC GIRC week and USP Open Day.
- iv) Facilitated overseas training for 10 staff; staff have been identified through succession planning and training needs analysis.
- v) Processed and made appointments to 60 posts advertised by the ministry.
- vi) The implementation of the Human Resource Information Systems [HRIS] which incorporates the digital recording of staff leave information, training attended, acting appointments etc... for ease of reference, reporting and management decision making
- vii) The Vehicle Management System [VMS] which incorporates the digital recording of all fleet details e.g. fuel consumption, mileage, maintenance & repair and reporting.
- viii) The appointment of the Director Corporate Services in December 2012 strengthens the role of the Corporate Services Division in the Ministry. The creation of a Senior Administration Officer position through post tradeoffs to reinforce the middle management capacity of the section.

<b>STAFF ESTABLISHMENT LANDS &amp; MINERAL RESOURCES 2012</b>	
Total Number of Established Staff	352
Total Number of Government Wage Earners	83
<b>Total Staff Establishment</b>	<b>435</b>
Total Number of Project Officers	46
Total Number of Attaches	10
<b>TOTAL NUMBER OF STAFF FOR 2012</b>	<b>491</b>

## LAUTOKA AGRICULTURAL SHOW



## LAUNCHING OF WEBSITE, VMS & HRIS



# Overseas Training Facilitated

NO:	OFFICER'S NAME	DATE	COURSES ATTENDED
1.	Samuela Naicegucegu	24/05/12- 26/05/12	Global Geospatial Information Management Forum, China
2.	Jonati Railala	11/06/12- 25/06/12	Groundwater Theory & Application, Korea
3.	Mosese Tagicakibau	16/07/12- 17/07/12	International Seabed Authority Meeting, Kingston, Jamaica
4.	Samuela Naicegucegu	12/08/12- 15/08/12	GGIM Workshop, New York
5.	Irena Nayacalevu	14/10/12- 23/11/12	Community Based Disaster Risk Management Course, Japan
6.	Samuela Naicegucegu	29/10/12- 01/11/12	Forum on the 19 <sup>th</sup> UN Regional Cartographic for Asia & The Pacific, Bangkok
7.	Taraivini Ratumudu	05/11/12- 16/11/12	Environmental based land use planning for global mitigation & sustainable development, Thailand
8.	Malakai Vakatauwale	19/11/12- 30/11/12	10 <sup>th</sup> Pacific Island Countries Advanced Article 76 of UNCLOS & Maritime Boundaries Development Workshop, Australia
9.	Hen Loon Wong		
10.	Asakaia Tabua		

## UNDP & MLMR TRAINING ON NEGOTIATION & MEDIATION FOR SENIOR EXECUTIVE MANAGERS AND THEIR SUCCESSORS, SOFTEL, 2012

## COMMUNITY ASSISTANCE



*Flood Appeal*



*Foreshore Clean Up*



# **AUDITED FINANCIAL STATEMENTS**

## **Ministry of Lands & Mineral Resources**

### **Consolidates Financial Statements**

**For the year ended 31<sup>st</sup> December, 2012**

## **CONTENT**

- i. Independent Audit Report**
- ii. Managements Certificate**
- iii. Consolidated Statements of Receipts and Expenditure**
- iv. Consolidated Appropriation Statement**
- v. Statement of Losses**
- vi. Notes to and forming part of the Financial Statement**
  - 1. Reporting Entity**
  - 2. Statement of Accounting Policies**
  - 3. Significant Variations**
  - 4. Details of Appropriation Changes**
  - 5. Arrears of Revenue**
  - 6. Drawings Account**
  - 7. Revolving Fund Account**
  - 8. Operating Trust Account**
  - 9. Main Trust Account***

**2012** Annual Report



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Suva, Fiji Islands.

**REPUBLIC OF FIJI**  
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Excellence in Public Sector Auditing

**MINISTRY OF LANDS AND MINERAL RESOURCES**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012**

**INDEPENDENT AUDIT REPORT**

**Scope**

I have audited the special purpose financial statements which have been prepared under the cash basis of accounting and notes thereon of the Ministry of Lands and Mineral Resources for the year ended 31 December 2012, as set out on pages 6 to 15. The financial statements comprise the following:

- (i) Statement of Receipts and Expenditures;
- (ii) Appropriation Statement;
- (iii) Trust Account Statement of Receipts and Payments;
- (iv) Statement of Losses.

The Ministry of Lands and Mineral Resources 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 and the information contained therein.

My audit was conducted in accordance with the Fiji 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, the Audit Act and the Financial Management Act, so as to present a view which is consistent with my understanding of the financial performance of the Ministry of Lands and Mineral Resources for the year ended 31 December 2012.

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

### 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 Lands and Mineral Resources for the year ended 31 December 2012.
- b) the financial statements give the information required by the Financial Management Act 2004 in the manner so required.

Without qualifying the accounts, attention is drawn to the following matter:

The Ministry did not prepare a Trust Account Statement of Receipts and Payments for 2011 to substantiate the opening balance as at 1 January 2012. The balance of \$3,498,895 was obtained from the general ledger (FMIS).

I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of my audit.



Tevita Bolanavanua  
**AUDITOR GENERAL**

16 May 2013

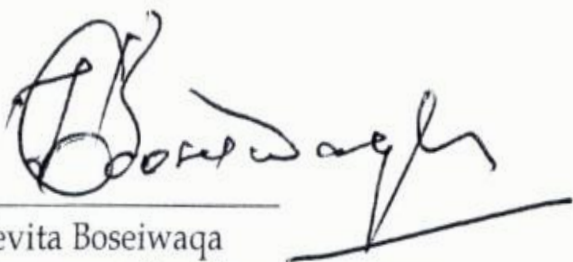


# MINISTRY OF LANDS & MINERAL RESOURCES

## MANAGEMENT CERTIFICATE FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2012

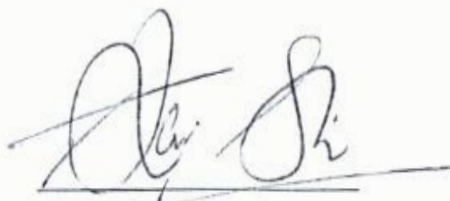
We certify that the financial statements:

- (a) fairly reflect the financial operations and performance of the Ministry of Lands and Mineral Resources and its financial position for the year ended 31 December 2012; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act 2004, the Finance Instructions 2010 and Finance Circular 16/2006.



Tevita Boseiwaqa  
Permanent Secretary

Date: 15/05/2013



Timoci Samisoni  
Manager Finance

Date: 15/05/2013

# MINISTRY OF LANDS & MINERAL RESOURCES

## STATEMENT OF RECEIPT AND EXPENDITURE FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2012

	Notes	2012 (\$)	2011 (\$)
<b>REVENUE</b>			
Land and Property Rent	3 (a)	10,586,966	12,320,797
Rental for Quarters	3 (b)	1,337	243,576
Fees Charges, Fine and Penalties		629,460	696,675
Hire of Plants & Vehicles		5,376	-
License	3 (c)	88,705	24,425
Sale of Publications	3 (d)	90	1,892
Mining Fees	3 (e)	1,311,533	223,110
Chemical	3 (f)	11,772	804
Stamp Duty		186,986	183,261
Commission		1,567	1,594
Miscellaneous		1,207,628	2,381,287
<b>Total Revenue</b>		<b>14,031,420</b>	<b>16,077,421</b>
<b>EXPENDITURE</b>			
Established staff		6,719,377	6,657,535
Government wage earners		799,210	723,244
Travel and communications		402,851	410,963
Maintenance & operations	3 (g)	4,393,006	3,315,386
Purchase of goods and services		843,707	893,039
Operating grants and transfers	3 (h)	31,651	2,523,463
Special expenditures	3 (i)	123,715	784,584
<b>Total Operating Expenditure</b>		<b>13,313,517</b>	<b>15,308,214</b>
Capital Construction	3 (j)	2,212,247	1,444,317
Capital purchases		307,909	194,021
Capital grants and transfers	3 (k)	2,169,825	146,084
<b>Total Capital Expenditure</b>		<b>4,689,981</b>	<b>1,784,422</b>
<b>Value Added Tax</b>		<b>1,102,419</b>	<b>1,581,340</b>
<b>Total Expenditure</b>		<b>19,105,917</b>	<b>18,673,976</b>

# MINISTRY OF LANDS & MINERAL RESOURCES

## APPROPRIATION STATEMENT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2012

SEG	Item	Budget Estimate (\$)	Changes (Note 4) (\$)	Revised Estimate (\$)	Actual Expenditure (\$)	Lapsed Appropriat ion (\$)
1	Established Staff	7,482,223	-	7,482,223	6,719,377	762,846
2	Government Wage Earner	941,274	-	941,274	799,210	142,064
3	Travel and Communications	485,341	-	485,341	402,851	82,490
4	Maintenance & Operations	6,208,167	-	6,208,167	4,393,006	1,815,161
5	Purchase of Goods & Services	1,405,301	(498,572)	906,729	843,707	63,022
6	Operating Grants & Transfers	32,100	-	32,100	31,651	449
7	Special Expenditures	180,039	-	180,039	123,715	56,324
	<b>Total Operating Expenditure</b>	<b>16,734,445</b>	<b>(498,572)</b>	<b>16,235,873</b>	<b>13,313,517</b>	<b>2,922,356</b>
8	Capital Construction	3,080,000	(314,326)	2,765,674	2,212,247	553,427
9	Capital Purchases	200,000	114,326	314,326	307,909	6,417
10	Capital Grants and Transfers	5,250,000	(2,696,033)	2,553,967	2,169,825	384,142
	<b>Total Capital Expenditure</b>	<b>8,530,000</b>	<b>(2,896,033)</b>	<b>5,633,967</b>	<b>4,689,981</b>	<b>943,986</b>
13	Value Added Tax	1,727,600	(104,786)	1,622,814	1,102,419	520,395
	<b>TOTAL EXPENDITURE</b>	<b>26,992,045</b>	<b>(3,499,391)</b>	<b>23,492,654</b>	<b>19,105,917</b>	<b>4,386,737</b>



# MINISTRY OF LANDS & MINERAL RESOURCES

## STATEMENT OF LOSSES FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2012

There was no loss of money, revenue, and fixed asset recorded for the year ended 31 December 2012.



# MINISTRY OF LANDS & MINERAL RESOURCES

## TRUST ACCOUNT STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2012

	NOTES	2012 (\$)
<b>RECEIPTS</b>		
Lands		3,107,704
Minerals – Mining Trust		1,167,913
Minerals – Non Mining Trust		37,364
<b>Total Receipts</b>		<b>4,312,981</b>
<b>PAYMENTS</b>		
Lands		1,032,632
Minerals – Mining Trust		1,500,769
Minerals – Non Mining Trust		495,159
<b>Total Payments</b>		<b>3,028,560</b>
Net Surplus/ (Deficit)		<b>1,284,421</b>
		3,498,895
Balance as at 1 January		
<b>Closing Balance as at 31 December 2012</b>		<b>4,783,316</b>

# MINISTRY OF LANDS & MINERAL RESOURCES

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2012

### NOTE 1 REPORTING ENTITY

The Department of Lands & Survey is responsible for the administration, development and management of all state land property. Activities include Land Valuation, Surveys & Mapping, Development and Maintenance of State Land, Land Use and Geographical Information System.

The Department of Mineral Resources undertakes studies in relation to geological hazards, mineral prospects and ground water development and manage the development of the Mining and Quarrying sector with a mandate under the Mining, Petroleum (Exploration and Exploitation) Quarries, Explosives and Continental Shelf Acts.

### NOTE 2 STATEMENT OF ACCOUNTING POLICIES

#### a) Basis of Accounting

In accordance with Government accounting policies, the financial statements of the Ministry of Lands and Mineral Resources 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.

#### b) Revenue Recognition

Revenues are recognized when funds are receipted by the Ministry of Lands and Mineral Resources.

#### c) Accounting for Value Added Tax (VAT)

All income is inclusive of VAT while all 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 consolidated 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 FIRCA.

Actual amount paid to FIRCA during the year represent the difference between VAT Output and VAT Input.

#### d) Comparative Figures

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

### NOTE 3 SIGNIFICANT VARIATIONS

- a. Land and Property Rent decreased by \$1,733,831 or 14% and were due to the disbanding of the Police Task Force Team in early 2012, which were assisting in the collection of rent arrears that were owed to the Ministry, and the waiving of rent payment to those lessee's that were greatly affected by the flood in the Western Division early during the year.
- b. Rental for Quarters decreased by \$242,239 or 99% and was mainly due to the PSC taking over the management of government quarters in 2012.
- c. License fees increased by \$64,280 or 263% due to increase in licenses issued by the Ministry during the year.
- d. Sale of publication decreased by \$1,802 or 95% and was mainly due the fact that all map sales were posted to miscellaneous revenue allocation in the general ledger.
- e. Mining fees increased by \$1,088,423 or 488% due to increase in new mining license issued by the Ministry and increase in renewal of mining license during the year.

f. Revenue from Chemical Analysis increased by \$10,968 or 93% and was mainly due to increase in number of cases received from clients for sample testing of minerals.

g. Maintenance and Operations increased by \$1,077,620 or 33% due to increase in budgetary

h. Special Expenditure decreased by \$660,869 or 84% and was mainly due to the significant decrease in appropriation provided for SEG 7 in 2012 by 89%.

i. Capital Construction increased by \$767,930 or 53% due to the increase in provision for budgetary appropriation for SEG 8 in 2012 by 40%.

j. Capital Grants and Transfers increased by \$2,023,741 or 1,385% due to the increase in provision for budgetary appropriation for SEG 10 in 2012 by 97%.

b.) The details of the Lands Trust collected by monthly during the year is tabled below:

Receipts	
Month	Amount (\$)
May	1,079,085
June	849,609
July	36,130
August	57,594
September	19,321
October	11,510
November	135,355
December	919,100
<b>Total</b>	<b>3,107,704</b>

#### NOTE 4 DETAILS OF APPROPRIATION CHANGES

a.) The Permanent Secretary for Lands and Mineral Resources and the Acting Minister for Finance approved the following virements for the Ministry of Lands and Mineral Resources:

From			To		
Virement No:	Expenditure Grp	Amount (\$)	Virement No:	Expenditure Grp	Amount (\$)
DV3301/12	SEG4	149,566	DV3301/12	SEG4	149,566
DV33001/12	SEG8	114,326	DV33001/12	SEG9	114,326
DV33001/12	SEG8	134,999	DV33002/12	SEG8	134,999
<b>Total</b>		<b>398,891</b>	<b>Total</b>		<b>398,891</b>

k. The Ministry of Finance had re-deployed the following funds from the Ministry of Lands and Mineral Resources Budgetary provisions:

No:	Expenditure Group	Particulars	Amount (\$)
1	SEG 5	Purchase of Goods & Services	498,572
2	SEG8	Capital construction	200,000
3	SEG10	Capital grants & transfers	2,696,032
4	SEG13	Value Added Tax	104,786
<b>Total</b>			<b>3,499,390</b>

#### NOTE 5 STATEMENT OF TRUST ACCOUNT

a.) The balance brought forward figure \$3,498,895.15 was the closing balance of both Mining and Non-Mining Trust for the year ending December 2011. Land Trust was only open in May 2012.

c.) The details of the Mining Trust collected by monthly during the year is tabled below:

Receipts	
Month	Amount (\$)
January	1,035
February	84,191
March	90,081
April	23,347
May	4,087
June	231,406
July	24,305
August	615,994
September	5,000
October	32,400
November	26,132
December	29,935
<b>Total</b>	<b>1,167,913</b>

d.) The details of the Non-Mining Trust collected by monthly during the year is tabled below:

Receipts	
Month	Amount (\$)
March	300
May	16,769
July	11,171
August	3,678
November	4,725
December	721
<b>Total</b>	<b>37,364</b>

# MINISTRY OF LANDS & MINERAL RESOURCES

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (Cntd.) FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER, 2012

e.) The details of Lands Trust Payments by monthly during the year is tabled below:

Payments	
Month	Amount (\$)
May	47,502
June	325,224
July	352,714
August	14,573
September	116,375
October	3,807
November	64,757
December	107,680
<b>Total</b>	<b>1,032,632</b>

f.) The details of Mining Trust Payments by monthly during the year is tabled below:

Payments	
Month	Amount (\$)
January	8,215
February	32,800
March	23,184
April	84,105
May	1,631
July	1,306,018
August	6,691
October	5,368
November	12,036
December	20,721
<b>Total</b>	<b>1,500,769</b>

g.) The details of Non-Mining Trust Payments by monthly during the year is tabled below:

Receipts	
Month	Amount (\$)
January	365,319
February	7,209
March	15,327
April	38,996
May	14,474
June	7,952
July	12,425
August	7,897
October	1,490
November	9,833
December	14,237
<b>Total</b>	<b>495,159</b>

### NOTE 5 ARREARS OF REVENUE

At balance date, the Arrears of Revenue Account for the Department of Lands and Survey had the following balances:

Account	2012 (\$)	2011 (\$)
Arrears of Revenue Lands & Survey	22,729,013	19,561,844

### NOTE 6 DRAWINGS ACCOUNT

At balance date, the Drawings Account for the Ministry had the following balances:

Drawings Account	2012 (\$)	2011 (\$)
Dept. of Lands & Survey	1,798,822	2,101,253
Dept. of Mineral Resources	731,439	680,881

### NOTE 7 REVOLVING FUND ACCOUNT

At balance date, the revolving fund account for the Ministry had the following balances:

Revolving Fund Account	2012 (\$)	2011 (\$)
Dept. of Lands & Survey	960,060	1,315,359
Dept. of Mineral Resources	-	-

### NOTE 8 OPERATING TRUST ACCOUNT

At balance date, the operating trust account for the Ministry had the following balances:

Revolving Fund Account	2012 (\$)	2011 (\$)
Dept. of Lands & Survey	(934,195)	(852,533)
Dept. of Mineral Resources	(3,236)	146



**MINISTRY OF LANDS & MINERAL RESOURCES**

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