



# MLMR

MINISTRY OF LANDS  
& MINERAL RESOURCES

# ANNUAL REPORT

AUGUST 2016 - JULY 2017





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30<sup>th</sup> October, 2017

Hon. Faiyaz Koya  
Minister for Lands & Mineral Resources  
iTaukei Trust Fund Complex  
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 the financial year 2016-2017.

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

With this report the staff of the Ministry and I wish to express our sincere 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, mineral and groundwater resources sector, as articulated in the Peoples Charter for Change, Peace and Progress and the Roadmap to Democracy and Sustainable Socio- Economic Development 2009-2014.

Yours faithfully,

M. Finau (Mr)  
Permanent Secretary



# PERMANENT SECRETARY'S OVERVIEW



Welcome to our annual report for the 2016/17 financial year.

As custodian of state land, the Ministry through its two major Departments continue to undertake a number of significant projects and programmes in our aspiration to modernise state land administration, as well as unlocking Fiji's mineral potential to transformed sustainable communities.

The report presents our work in the context of the priorities stated in our Annual Operation Plan. The 2016/17 year has been one of progress, growth and achievement. It also provides a summary of the year's activities and projects, staff, budget and challenges met during the year.

Overall, the Ministry through the two Departments recorded sound achievements across a range of activities. Some of these major activities include;


- Hosting of the Commonwealth Heads of Valuation Agencies (CHOVA) Conference, a first of its kind in Fiji in our pursuit to foster partnership and streamlining of processes;
- The Launching of Vanua GIS, aimed at providing a sophisticated user friendly approach for GIS users in Fiji;
- Regularization of Valebasoga Stage 2 & 3 Informal Settlements and preparation of more than 5054 legal documents. This has drawn close consultation and strengthened collaboration between the State and the lessees:

- Alignment to 2013 Republic of Fiji Constitution in conducting substantial consultation and progress to the determination of "Fair Share of Mineral Royalty Payment";
- Facilitated around 78 prospecting license;
- Drilled a total of 31 boreholes of which 20 were successful, hence accomplished a 65% success rate. Additionally, 11 boreholes were reticulated; and
- Relocation assessment of about 28 villages who were greatly affected by TC Winston and was prioritised by the National Disaster and Management Office (NDMO).

The Ministry implemented Civil Service Reform initiatives, established governance, operating and reporting arrangements, capacity building ensuring compliance with various legislative and Government requirements.

The future for the Ministry offers many opportunities for economic growth and developments. This includes:

- Review of relevant legislations and policies;
- On-line lease application and registration;
- On-going business plan re-engineering;
- Upgrading of Geodetic datum; and
- Sustainable management of mangrove;



Through innovation, leadership, commitment to excellence and on-going collaboration, the Ministry has made great strides in the administration of lands and minerals and is undertaking significant work to maximise the economic, environment and social value of all state lands.

In conclusion, I'd like to acknowledge the Senior Management whose on-going drive and dedication has enabled the Ministry to mitigate its challenges. I would like to also acknowledge the staff for their efforts and dedication. In the coming new financial year, we endeavour to enhance service deliveries, streamline processes, provide job opportunities but most importantly revitalise investments.

I would like to thank all staff for the dedication and hard work. Together we have set a strong foundation to deliver lasting benefits to stakeholders and drive change in the effective management of state land-mineral resources.

Vinaka Vakalevu.



**Malakai Finau (Mr)**

*Permanent Secretary for Lands & Mineral Resources*

# VISION, MISSION & VALUES

## OUR VISION

Vibrant, Equitable, Dynamic Management of our Land & Minerals for a Sustainable Environment and Economic Future.

## OUR MISSION

Implementing the established platforms by:

- Vigorously implementing government's reforms and policy initiatives on lands, minerals and groundwater resources;
- Provide outstanding administrative and facilitate services to our customers;
- Keeping abreast with technological changes and modern approaches to ensure timely and quality services ;
- Improving revenue collection to assist with government nation building efforts;
- Embracing a corporate culture that is based on ethical and moral values;
- Moulding team leaders and members to be agents of change;
- Developing a sense of societal and environmental responsibility;
- Recruiting, developing, motivating, rewarding and retaining capable personnel through good leadership and conducive working environment;

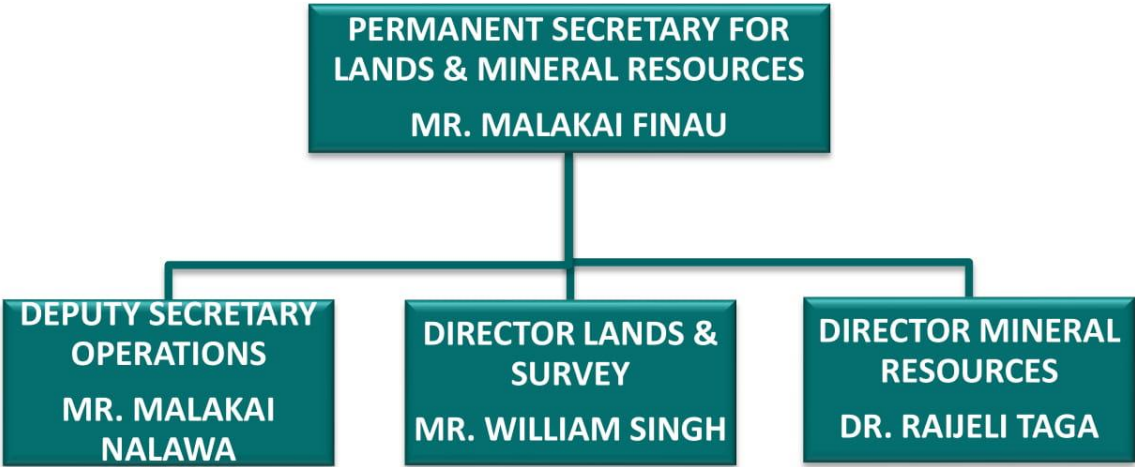
## OUR VALUES





# MINISTRY'S OVERVIEW

The government's and the nation's expectations of the ministry is to ensure that land, mineral and groundwater sector is developed in a sustainable manner. From the Ministry's perspective, sustainable projects are those that effectively incorporate participation during the corporate decision-making process that ensures an equitable distribution of the benefits arising from lands, mineral and groundwater resource developments, and having cautiously assessed the socio-environmental impacts. The Ministry incorporates the social economic impacts on lands, mineral and groundwater in the direct interest of the state-land clients, landowning units, investors and the government which ensures alignment to the conditions and guidelines of the acts and legislations which governs the ministry.





# DEPARTMENT OF LANDS & SURVEY







# SURVEY DIVISION

## OVERVIEW – CORE FUNCTION

The Survey Division is one of the major Divisions within the Ministry assigned to attend to various survey works requested from various stakeholders, clients and other government agencies. The Division deals with the Regulation and Checking of all land surveys attended by Registered Surveyors in accordance with the Surveyor Act Cap. 260 and Surveyors Regulation.

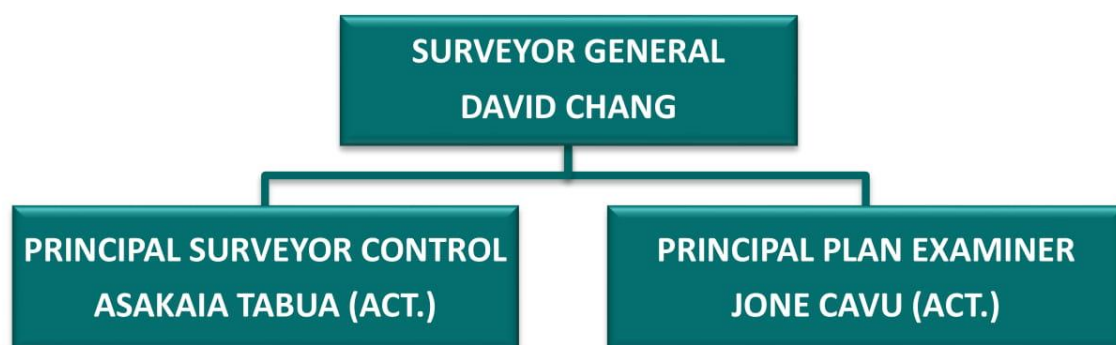
The Survey Division plays a key role in achieving the Government’s main objective in Pillar 6 i.e. “Making more land available for Productive and Social Purposes”, through carrying out proper land surveys for registration of legal leases to successful applicants.

There are four sections in the survey division tasked with different government deliverables. The Control Section aims to establish and maintain Geodetic Survey Networks and Ground Controls to integrate and standardize all surveys carried out in Fiji.

The control systems established are permanent and are the basis for all development work in Fiji such as engineering surveys, cadastral surveys, topographical surveys, photogrammetric surveys and construction works. All control marks established around Fiji are of high precision and accessibility.

The three Divisional sectional offices which are located in Central Eastern, Western and Northern divisions are tasked to carry out subdivision and survey of; leased State Land, Native Lands leased to State (Native and Freehold), Informal Settlements, Approval Notices and Nukurua Mahogany Survey Lease.

The Survey Division carries out its duties under the leadership of the following personnel:



# CONTROL

## PERFORMANCE – ACHIEVEMENTS

Under the National Geodetic Infrastructure project, the Control Unit aimed to establish 30 standard survey control marks along the Nabouwalu – Daria Road. The team managed to go beyond their target by completing the survey, establishing 38 standard control marks and maintained 24 trig stations. The survey plan has been completely drawn and submitted to Plan Assessment office for approval.

**Nakini Boundary Dispute & - MSG Survey** The work was carried out and completed with the redefinition survey plan drawn and verified.

# CENTRAL EASTERN



## REGULARIZATION OF INFORMAL SETTLEMENTS

LOCATION		PERFROMANCE UPDATE
1.	Tokotoko DSS 2053 (Navua)	Field work completed, Plan Lodged & Approved by DTCP
2.	Salumi DSS 2070 (Kinoya)	Rezoning application lodged to Nasinu town council on 07/06/2017.
3.	Wainadoi DSS 2073 (Navua)	Scheme plan lodged to DTCP on 25/04/2017
4.	Fulaga St – DSS 2064	Rezoning plan lodged to DTCP for decision on rezoning application by SCC.

## APPROVAL NOTICE (AN) TO LEASE ISSUED

SETTLEMENT		NO. OF LOTS	AN's REGISTERED	AN's ISSUED
1.	Kinoya- Velau Drive	5	4	4
2.	Tokotoko	4	4	4
3.	Wainivedio	7	7	4
4.	Naulu	25	17	17
6.	Vakacegu	27	25	25
7.	Naitata	39	37	35
TOTAL		107	94	89



## I-TAUKEI LAND LEASE TO STATE

1. Nakorosule Nursing Station – Fieldwork Completed, Plan Lodged to DTCP
2. Lomaseke, Deuba Hydrology Station – Fieldwork Completed Plan Lodged to DTCP
3. Komo Nursing Station – Fieldwork Completed, Plan lodged to DTCP
4. Ogea Nursing Station – Fieldwork Completed
5. Nairai Nursing Station – Filedwork Completed, Plan lodged to TLTB
6. Udu, Kabara-Survey Of Nursing Station – fieldwork Completed
7. Naikeleyaga Health Center, Kabara, Lau – Fieldwork Completed
8. Serua Hydro Station – Fieldwork Completed, Plan Lodged to TLTB.

## MAINTENANCE OF EXISTING SUBDIVISION

- 1) Narere – Construction of Driveway Completed

## WESTERN



## REGULARIZATION OF INFORMAL SETTLEMENTS

LOCATION		PERFORMANCE UPDATE
1.	Field 40	<u>Stage 1 Phase 2:</u> Scheme plan approved, field work completed, 2 Sub division, 135 lots, 40 approval notice issued, 95 balance
2.	Natabua Tramline Squatters	Scheme plan lodged to DTCP (03/07), field work completed 1 subdivision, 76 lots, approval notice yet to be issued.
3.	Tavola Squatters (Near Ba H/Centre)	Scheme plan to be lodged field work completed, 87 lots, and approval notice yet to be issued.
4.	Kulukulu	Scheme plan lodged to DTCP (29/07), 1 subdivision, 16 lots. Approval notice yet to be issued.
5.	Volivoli Settlement (Rakiraki ra)	Scheme plan lodged for management approval, 1 subdivision, 7 lots. Approval notice yet to be issued.

## I-TAUKEI LEASE TO STATE LAND

1. Nayavu-i-Ra Nursing Station – Scheme plan lodged to iTLTB for vetting.
2. Nacocolevu Agriculture Station - Scheme plan lodged to iTLTB for vetting.
3. Nanukuloa Agriculture Station - Scheme plan lodged to iTLTB for vetting.
4. Nanoko Nursing Station - Scheme plan lodged to iTLTB for vetting.
5. Vaturu Dam Plan – Survey Plan approved.
6. Nadarivatu NG2 – Control Plan Approved.

MAINTENANCE OF EXISTING SUBDIVISION

- 1. Malolo Stage 1 & 2 – Completed
- 2. Naqoro Retaining Wall – Completed

NORTH

REGULARIZATION OF INFORMAL SETTLEMENTS

LOCATION		PERFROMANCE UPDATE
1.	Valebasoga Stage 2 & 3	100% field work completed, scheme plan forwarded to DLMN
2.	Boca Stage 1 & 2	100% field work completed, scheme plan forwarded to DLMN
3.	Dreketi	100% field work completed, scheme plan forwarded to DLMN
4.	Naveria	100% field work completed, scheme plan forwarded to DLMN and further action from DLU & HQ

ITAUKEI LAND LEASE TO STATE

- 1. Naiyaroyaro Agriculture Station – 100% field work completed, scheme plan lodged to DTCP
- 2. Rauriko Agriculture Station - 100% field work completed, scheme plan lodged to DTCP
- 3. Nabouono Nursing Station - 100% field work completed, scheme plan lodged to TLTB, LDVC DTCP.
- 4. Tukavesi Government Extension - 100% field work completed, scheme plan lodged to TLTB, LDVC DTCP.

MAINTENANCE OF EXISTING SUBDIVISION

Waitavala Farm Road – Project Fully completed.





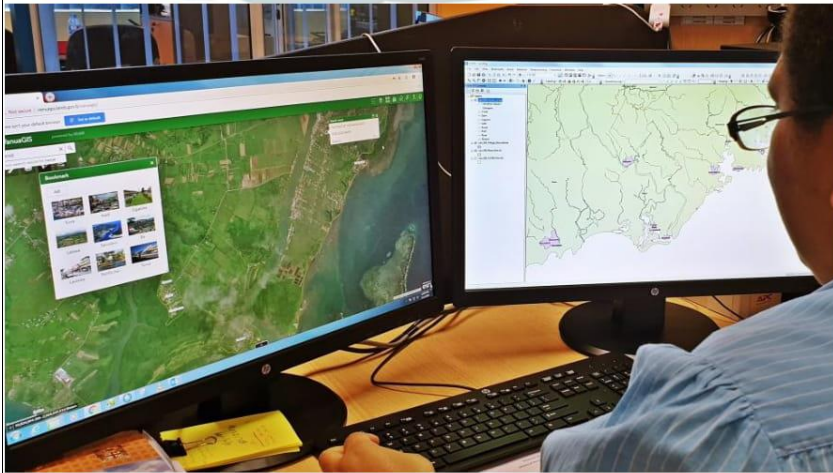
## CHALLENGES

1. Improper execution of the Annual Work Programmes (AWP) for the Capital Project.
2. No proper Feasibility Study conducted for particular projects which led to delay in work.
3. Proper coordination with Procurement team on procurement processes for Capital works.
4. Proper monitoring of budget utilisations of the projects.
5. Lack of Registered Surveyors.
6. Irregular meeting of external authoritative bodies to endorse capital purchases.

1. Annual Work Plans (AWPs) are to be followed stringently, and provisions are to be made for ad-hoc work.
2. Feasibility studies must be done strictly prior to Budget Submissions.
3. Training on procurement processes are to be attended to by appropriate officers.
4. Familiarisation of budget allocations and utilizations on a monthly basis by Divisional Heads and Team Leaders.
5. Strengthening capacity building so that individuals are encouraged to pursue surveyors' registration in order to perform land survey functions effectively and efficiently.
6. Strengthening Management Involvement in order to push for stagnant procedures.

## WAY FORWARD



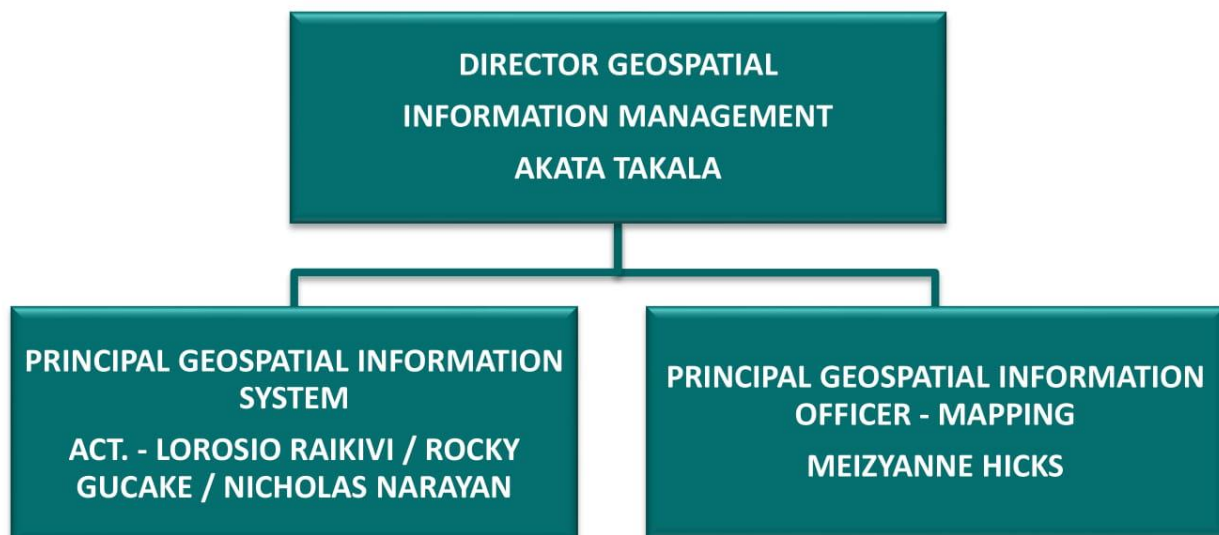


# GEOSPATIAL INFORMATION MANAGEMENT DIVISION

## OVERVIEW – CORE FUNCTION

The Geospatial Division's core responsibility is the managing of geospatial information, whose task is not only to align the division with data captured within the division, but includes all other data that are required for the formulation of a strategic information system incorporating data from the State Land Administration, the Survey Division, Valuation and from other stakeholders.

The Geospatial Division carries out its duties under the leadership of the following personnel:



## KEY OUTPUTS AND PERFORMANCE

- Providing efficient mapping and aerial photography services to meet national requirements;
- An information system to incorporate all geospatial information within the Ministry and from other stakeholders;
- Development and coordinate cadastral and land tenure system;
- Assessment of survey plans according to the Notice to Surveyors & Surveyors Regulations;
- Providing efficient information and statistics on status and rights to land; and
- Support for the Land Reform initiatives

DIVISION	ACTIVITY	PERFORMANCE
GEOSPATIAL INFORMATION MANAGEMENT	Production and Upgrading of Maps and Plans	1. Customised Mapping - 942 2. National Mapping : Topographic / Thematic – 3 (100% completed) 3. Number of plans charted – 388
	Database & Applications Developments / Enhancements	Developed the CHOVA Website -100% Completed and user-friendly.
	Street map update (Suva, Nasinu, Nausori)	1. Nasinu (100%) 2. Nausori (100%) 3. Suva (100%)
	Preparation of state lease and land acquisition diagrams	1930

### ACHIEVEMENTS

- 1. Acquisition of Unmanned Aerial Vehicle (UAV) – Purchase of UAV (Drone)** Purchase was completed and item was received.
- 2. Land Use Master Plan** – Launching of Vanua GIS.
- 3. Satellite Imagery Data Sharing** (17<sup>th</sup> of February 2017) - the Ministry in collaboration with TLTB signed a Memorandum of Understanding.
- 4. Fiji Public Service Survey Draughting (FPSSD) Programme** - Three staff received completion certificate for participating in Fiji Public Service Survey Draughting Programme.



### CHALLENGES

1. Delay in the Purchasing of the Acquisition of Unmanned Aerial Vehicle (UAV)
2. Need for a proper market research

1. Proper coordination with the Ministry Procurement unit on one-off purchases.
2. Proper market research to be conducted prior to budget submissions.

### WAY FORWARD





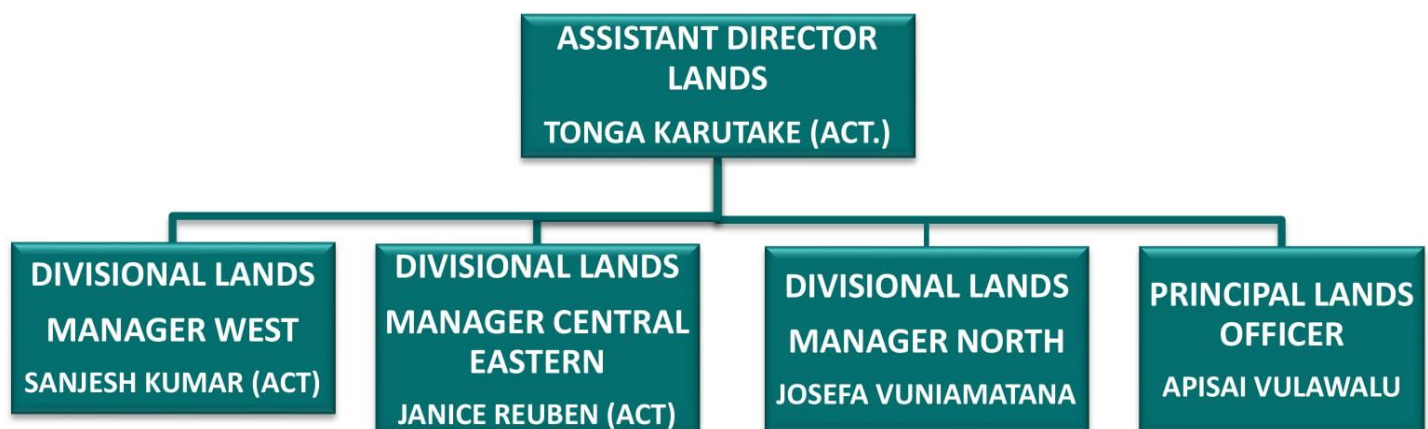
# LANDS ADMINISTRATION DIVISION

## OVERVIEW

The Lands Administration Division is responsible for one of the core functions of the Ministry.

The Division is responsible for the administration of all State Land in Fiji in compliance with the provisions of the State Lands Act, Land Transfer Act, Property Law Act, Land Sales Act, Land Acquisition Act, Agricultural Land Tenancy Act, State Land Policies and MLMR Lands Administration Standard Operational Procedures (SOP).

The Lands Administration Division carries out its duties under the leadership of the following personnel:



## HIGHLIGHTS

- **DLOW Re-organization**

The Divisional Lands Office West implemented changes, in which the Division was streamlined into two (2) Teams: North West and South West. This restructure allowed for two Senior Lands Officers to lead the two respective teams, including the addition of two lease inspectors to assist with correct on-the-ground lease verification. This is in comparison to previous years where there was a single Lands Officer supported by three subordinate staff who was in charge of all vetting work for the Western files and two lease inspectors administering approximately 15,000 files. As a result, the re-organization improved the processing of lease files in the Western Division and was able to progressively deal with pending cases from as far as 10 years ago.



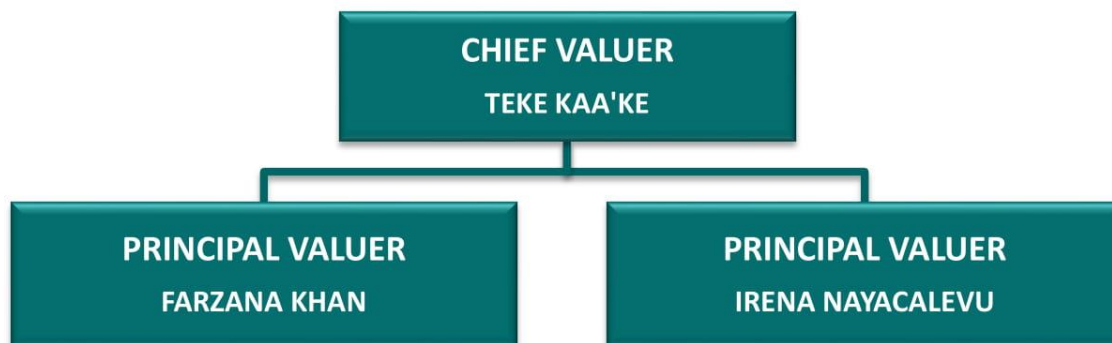
# VALUATION DIVISION

## OVERVIEW

Valuation Division is the arm of the Department that is responsible for:

1. Acquisitions and Special Valuations, and General Administration of iTaukei Leases to State;
2. Undertaking Ratings Valuation, and Statistics and Property Market Researches;
3. Rental and Estate Matters; and
4. Secretariat to the Valuers Registration Board

The Valuation Division carries out its duties under the leadership of the following personnel:



## ACHIEVEMENTS

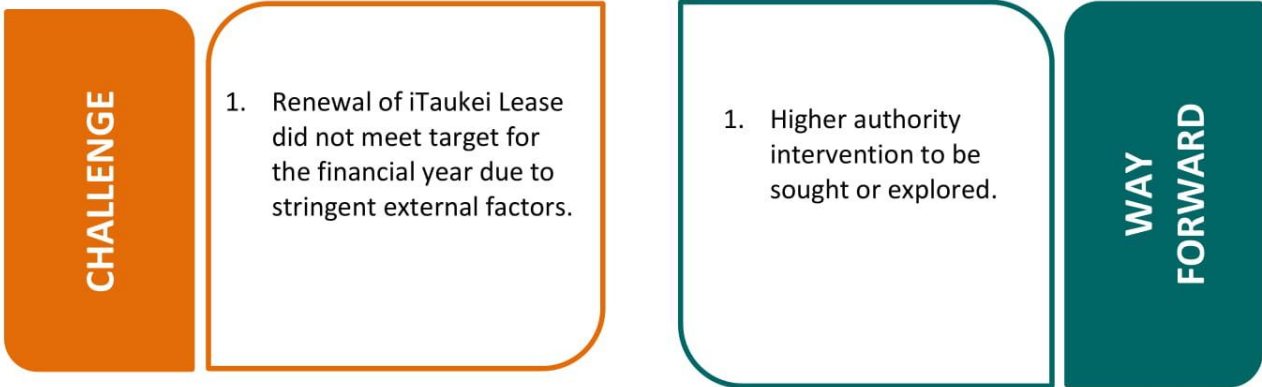
- **Commonwealth Heads of Valuation Agencies [CHOVA]**  
A government-hosted public sector conference, that focuses on valuation for government purposes such as rating, property tax, asset values and compensation for Commonwealth countries for the first time was hosted by the Valuation Division in Fiji.
- **Registration of Valuers**  
Two officers were registered within this financial year.
- **Payment of Municipal Council Rate Arrears**  
The government is required to pay city/town rates to Councils for its properties within municipal boundaries; this payment was done in full and amounted to \$1.5m





### KEY OUTPUTS

1. Administration of State Leases on I Taukei Land- Payments to TLTB released on 31/01/2017 amounting \$1,891,908.
2. Payments to TLTB released on 03/07/2017 amounting to \$1,047,558.13
3. Undertake State Land Valuation
4. Undertake land acquisition for public purpose







# LAND USE DIVISION

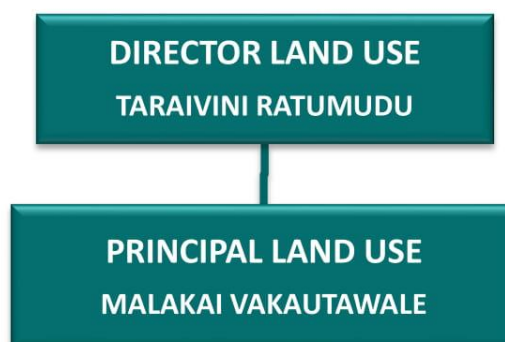
## OVERVIEW

The Land Use Unit was established in July of 2010 as a direct result of the promulgation of the Land Use Decree of July 2010, now known as the Land Use Act 2010. The Act enables government in concurrence with the iTaukei landowners, the utilization of their land for development purposes through the leasing of their land on current market rates.

The objective of the Land Use Act is to utilise designated iTaukei land in a manner that is in the best interest of iTaukei land owners and designated state land with a view of achieving optimal return to the State.

A role of the Land Use Division is to develop a Land Use Bank to facilitate the efficient leasing of native lands which are currently idle and un-utilized under terms and conditions which are attractive to both the landowners and tenants.

The Land Use Division carries out its duties under the leadership of the following personnel:



## HIGHLIGHTS

- Total acreage of viable land deposited was 1804.5ha; this surpassed the target of 870ha.
- Number of LOU Public Awareness conducted was 34, which surpassed target of 20.
- The number of Valuations conducted for designated land was 20, surpassing the target of 8 to be conducted per financial year.
- Survey Unit managed to have nine (9) survey plans approved, thus increasing the number of land available for leasing.

## KEY OUTPUT AREAS

- Public Consultations-34 carried out in the financial year
- Total Number of land parcels deposited into the Land Bank- 8
- Valuation of designated land- 20 conducted
- Leasing of designations- 11 designations leased
- Lease Monitoring- 29 carried out
- Marketing- Land Dossier Volume 2 published- 70 print-outs were made and disseminated accordingly
- Translations- 1 done

### CHALLENGES

1. Misunderstanding by the public on the roles and responsibilities of the Division.
2. Staff Turnover - A total of six (6) staffs resigned for greener pastures and side transfers.

1. Ministry to hold radio talk back shows and road-shows to engage the public in disseminating correct and factual information about the Division.
2. CSD to have a retention plan in order to secure the staffs currently employed at the Division.

### WAY FORWARD

## CAPTITAL PROJECTS

### 1. LEGALEGA SUBDIVISION

Amended Scheme Plan approved- from 35 Lots to 76 Lots, this will lead to the increase in potential land owners.

### 2. YAKO SUBDIVISION

Government Tender Board (GTB) approval received for the following:

- a. Re-scheme of the Subdivision
- b. Re-design of subdivision
- c. New Environment Impact Assessment (EIA)



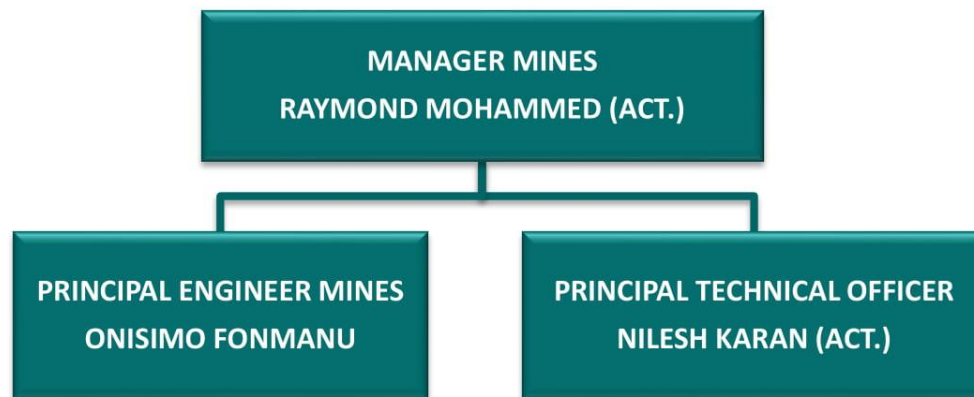
# DEPARTMENT OF MINERAL RESOURCES







# MINES DIVISION



## OVERVIEW

The key role of the Tenement unit is to provide efficient and timely mineral title approvals essential for the long term growth of the State's minerals sector. It includes legislating and regulating to ensure security of tenement and provides accurate information on land availability for mineral exploration and mining, advising on land access matters and land status, determining tenement applications in accordance with relevant legislation and ensuring compliance with tenement obligations. It is also responsible for mineral sector promotions.

## TENEMENT ADMINISTRATION UNIT

### PERFORMANCE

- Successful processing of renewal applications before expiry.
- Officers sent overseas to attend short training.
- Development and collaboration of SOP in processing applications. Improvement in customer service and customers given option to report improper conduct
  - Exploration license renewed – 13
  - Exploration license granted – 3
  - Application cancelled (cx) – 2
  - Exploration license cancelled / surrender / lapsed (SPL) – 38
  - Oil exploration license cancelled – 3
  - Applications for exploration license (cx) – 9

## CHALLENGES

1. Staff retention
2. Staff in need of training in appropriate fields of work, which are scarce locally.

1. Liaise with CSD on Retention Policies for scarce technical officers.
2. Adamant researches to be made by the Division in close consultation with CSD Training Unit on the Training needs of the Division.

## WAY FORWARD



## COMMUNITY DEVELOPMENT & LIAISON UNIT

## CHALLENGES

1. Low turnout of landowners at the consultation/awareness meetings.
2. The low turn-out of stakeholders during consultation.
3. Exploration companies not adhering to village laws "Code of Conduct"

1. To explore other forms of disseminating information to the landowners through radio stations and the local dailies.
2. Working together in close collaboration with stakeholders.
3. During Consultation process, the exploration companies must be thoroughly briefed on "village by-laws".

## WAY FORWARD



## INSPECTORATE UNIT

**PERFORMANCE**

The successful production of a short video to portray landowner benefit from royalties received from quarry operation and how well the fund has been managed with the construction of new houses for the landowners.

## RESOURCE GEOLOGY UNIT

**PERFORMANCE**

Total exploration and Mining in 2016

Number of Exploration Tenements	35
Number of Mining Leases	8
Number of SSRs	5

Advanced mineral exploration projects:

- SPL 1420 – Namosi
- SPL 1464 – Cirianiu
- SPL 1423 – Wainunu
- SPL 1429 – Koroinasolo

Exploration companies spent a total of approximately \$25.5 the financial year, 2016 – 2017. A total of 17 Annual reports from various companies were reviewed for this financial year. The annual reports also included the past years reports that needed review to ascertain the companies’ performances over the tenure of the SPL.

The Resource Unit also assisted in the reviewing of the proposals made by Resource Group Advisory to re-open Mt *Kasi* after it is being transferred to them by Newcrest when the latters’ tenure expires in December, 2016.

RGA is a Fiji Registered Company with the Parent Company Resource Group Fiji (RGF) Registered in Australia. A report and a presentation were compiled for this exercise. For the Year 2017, the department still awaits RGA to pay the outstanding fees that needs to be paid for the licence schedules to be issued.

The Resource unit is currently carrying out the ground works for the construction of an Economical Mineral Database for the government. This database will allow the government to establish the quantity of economical mineral resource that is available on the ground and the ones that has already been mined as part of the depletion process and quantify these figures to economic value. By having these figures, it will allow the government to forecast proposed recommendations to boost the mining industry in the future but in a sustainable and friendly manner.

## CHALLENGE

1. Delay in processing of applications.
2. Turnover time for applications with other government departments
3. Landowner issues and delay in response from other government agencies in regards to application processing.



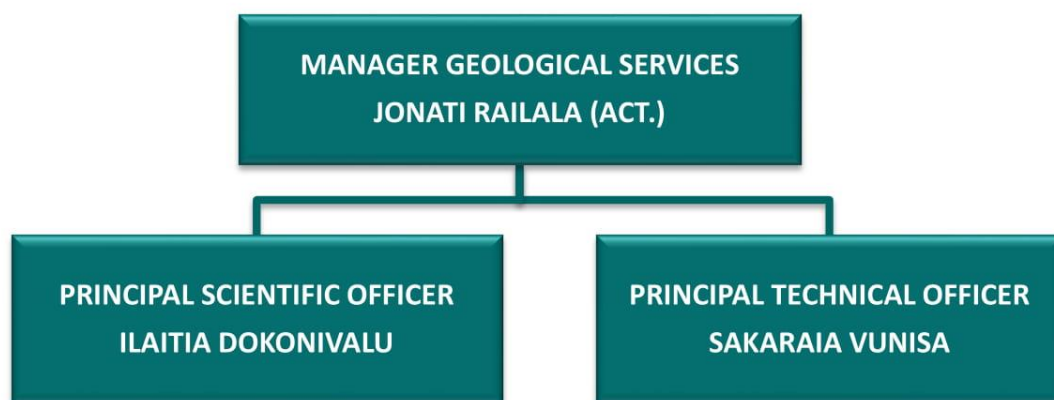
## WAY FORWARD

1. Officers to follow strict implementation of the SOP.
2. SOP to be reviewed and realistic timelines to be amended where applicable for the benefit of both workers and clients.
3. Higher authority to be engaged for applications that are stagnant at other govt. agencies.





# GEOLOGICAL SERVICES DIVISION



The Division's responsibilities and tasks are achieved through groundwater assessment and investigation to confirm potential borehole sites/locations for drilling and development. In addition, the Division also provides laboratory services through chemical and microbiological water analysis for groundwater and waste water discharge from mines and quarries. Furthermore, geological hazards assessment is conducted through continuous monitoring of earthquakes and issuance of warnings in case a tsunami is generated. This is complemented by Geo-hazard assessment through geotechnical test-hole drilling.

## HYDROGEOLOGY SECTION

### PERFORMANCE

- Groundwater Investigation and geophysics- 35
- Preliminary /Reconnaissance Visit- 77



## DRILLING SECTION

### PERFORMANCE

- No. of boreholes drilled – 31
- Abandon wells – 9
- No. of boreholes reticulated – 11

## LAB SECTION

### PERFORMANCE

- The Laboratory Section was able to achieve the projected number of water samples received for chemical and microbiological analysis from within the department as well from private clients with 547 samples for the year where target was 320 samples.
- The section was also able to complete the disposal of all the old/expired and obsolete samples from the old storage area near the garage which was identified as high risk.
- The upgrade of the geochemical room was also achieved this year, with the installation of the Atomic Absorption Spectrophotometer (AAS) and Microwave Digester (MD) and basic training provided by the supplier for installation of air-con, gas tanks and all other associated technical work/fittings.

## SEISMOLOGY SECTION

### PERFORMANCE

#### SEISMIC OBSERVATION MONITORING

A remarkable progress advancement so far for the Section is the monitoring operation of seismic activities extending from the normal working hours of the day to a fully-fledged 24 hours of shift work operation.

#### PROVISIONS OF EFFECTIVE AND EFFICIENT EARTHQUAKE AND TSUNAMI INFORMATION

This has been a continuous priority task throughout the years with the usual analysis and processing of data being performed using the readily available software DIMAS/HYDRA/ORSNET/CISN and Tsunami Tide Tool) provided.

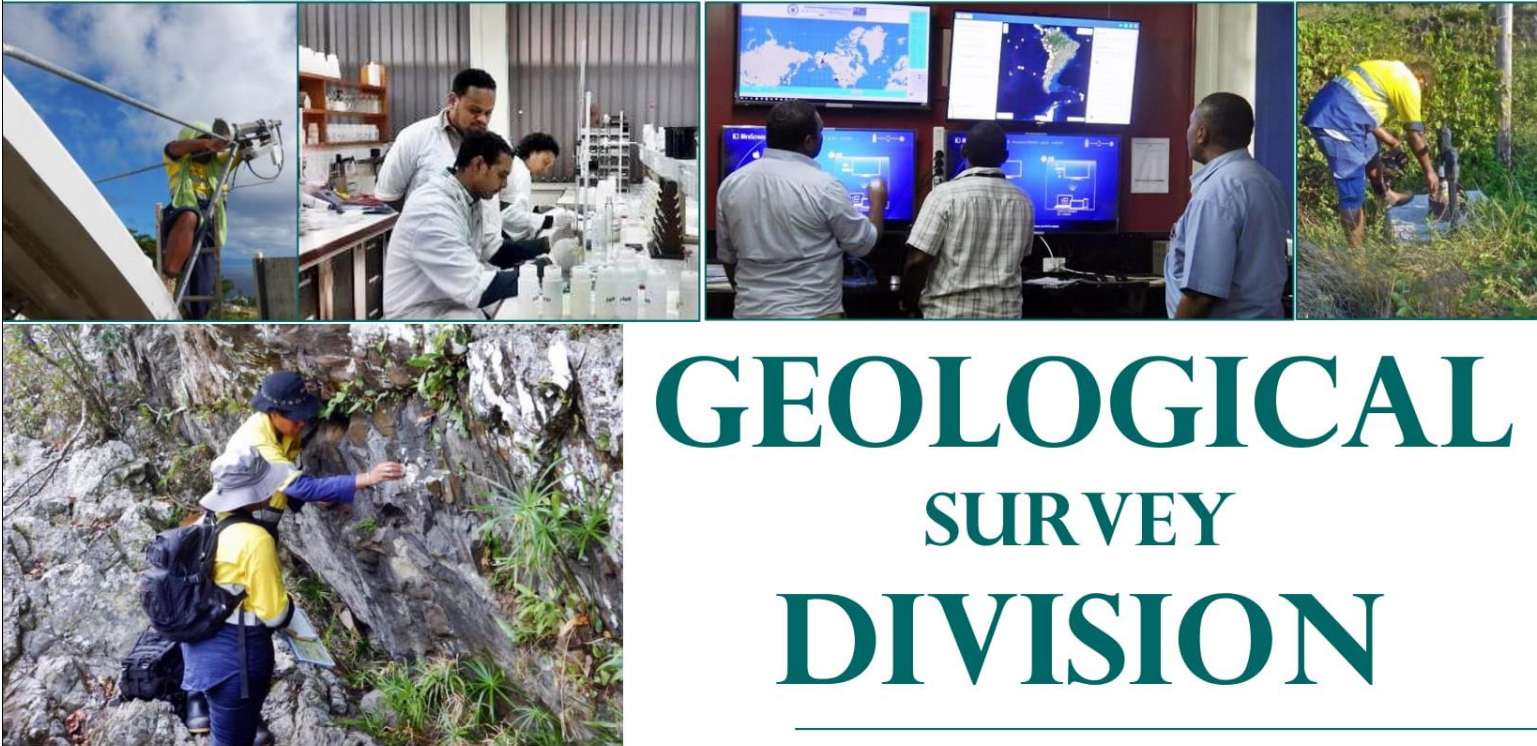
#### PROVISION OF UPDATED SEISMIC DATABASE ON DAILY BASIS

All detected events for the year are recorded within the Seismology data base. These are The number of events till 27th July 2017:

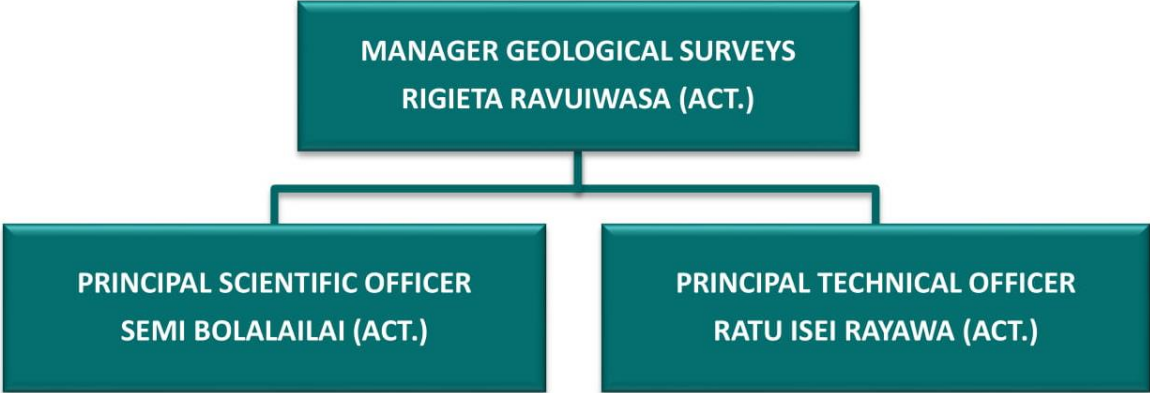
- ❖ Local- 282
- ❖ Regional-1,540
- ❖ Media Release-534.

Media Release is done for earthquakes that hit a magnitude of 5 or above within the Pacific region.





# GEOLOGICAL SURVEY DIVISION



## OVERVIEW

The role of the Geological Surveys Division is to provide timely geoscience information to support the sustainable development of mineral (metalliferous and industrial), hydrocarbon and geothermal resources within Fiji and its EEZ and to provide advisories on geo-hazard, aggregate resources and geotechnical assessments for development.

# MINERAL INVESTIGATION PROJECT – SEAMLESS MAPPING PROGRAM

PERFORMANCE

Fieldwork was carried out, from which base maps were digitised and these included:

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

Maritime Affairs Coordination Committee (MACC)

Bilateral meetings and negotiations between Fiji and Vanuatu, Fiji and Solomon Islands and Fiji and Tonga regarding their maritime boundaries were held in Sydney, Australia during the 16<sup>th</sup> Extended Continental Shelf and Maritime Delimitation Workshop. This is usually attended by the head of section every year. The progress of the working group’s meetings was documented as a report and presented during the department symposium.

PERFORMANCE

Maintenance of vessels - RV *Yautalei* and *Vatutalei*

As a way of revamping the section by conducting future coastal and offshore geological assessments, the marine geology section is responsible for the bi-annual certification from MSAF on the sea worthiness of the two (2) vessels, as well as their maintenance. This year saw major repairs made to the RV *Yautalei* with the replacements of its engines, and replenishment of expired items such as flares. The flat-bottom vessel, *Vatutalei* underwent its usual bi-annual certification for sea worthiness.

1. Sample location maps (rock chip)
2. Traverse maps
3. Geological & structural maps.

CHALLENGES

1. **MOBILITY** - lack of operational vehicles delays teams’ movement that need to meet request and vehicle are limited to 4WD tracks only. Teams are often tracking for hours before the actual mapping can commence or any other assessment
2. **RESOURCES** - Limited field laptops, as more than one team can be out on field duties concurrently.

WAY FORWARD

1. Liaise with Manager Finance on the possibility of acquiring more appropriate vehicles.
2. Submissions to be made on the procurement of more field laptops in order to carry out work more effectively and efficiently.





**OVERVIEW**

The Division is comprised of the Environment Unit of Mineral Resources Department (MRD) and the Foreshore Unit of the Lands Administration Section. The Environment Division has taken a new direction to address the new emerging issues with the sector. The Environment Unit and the Foreshore Unit conduct inspections concurrently due to their regulatory role and responsibilities. However in terms of environmental monitoring and risk assessments, the Environment Division is responsible for this. The Foreshore Development under the Lands Administration is responsible for foreshore leasing.

Environment Division carries out its duties under the leadership of the following personnel:



The Environment Division contributes and is responsible for the following Outputs of the ACP 2016:

- Output 1: Portfolio Leadership Policy Advice and Secretariat Support
- Output 5: Licensing, Compliance & Monitoring –Explosives, Mining and Exploration Tenements
- Output 10: Licensing, Compliance & Monitoring Environmental Law
- Output 11: Land Management Services-Lease Valuation and State Land Management; Land Survey and Development (the division contributes in the environmental impact assessments and environmental protection measures for these developments and licenses).

These are achieved by assessing Environmental Impact Assessments for proposed developments in the industry; conducting regular environmental monitoring of all existing mine sites, quarry sites and other developments including river gravel extraction, sand dredging and foreshore development; assisting other departments in the enforcement of the Environmental Management Act 2005 in aspects of Environmental issues if required; and conducting awareness program around areas of development and to the public when required.

The division conducted inspections to monitor active mines including Vatukoula Goldmines Ltd, Xinfu Aurum (Nawailevu), Asia Pacific Resources (Wainivesi), AMEX, Viti Mining and quarries for total compliance with the environmental Act. This is apart from the monitoring on the Namosi Copper Prospect during exploration and rehabilitation site work.

## HIGHLIGHTS

- One of the main highlights of the year was the monitoring of the illegal river gravel extraction around the two main islands Viti Levu and *Vanualevu*.
- Inspection on the *Naibulu* spillage in September, 2016.
- Another highlight was the formulation of the draft River Gravel Extraction Guideline and quarry approval process.
- Working in collaboration with ACP/EU and UNDP Neglected Development Mineral Project.
- The division had to take a lead role in the monitoring of an accident site involving a truck transporting the chemical cyanide. Staffs were released to monitor the safe removal of the chemicals and check levels of contamination in the surrounding waterways.
- On-going monitoring of rehabilitation during the year and for *Nawailevu* Bauxite Mine and *Nasaucoko* Manganese Mine.
- Cluster meetings between a number of regulating agencies was established to discuss improved work processes and address policy directives. These forums were between Department of Environment, iTLTB and Ministry of Lands and Mineral Resources.



## ACHIEVEMENTS

ACTIVITY	QTR 1	QTR 2	QTR 3	QTR 4	TOTAL
Mining Inspection	17	4	4	3	28
River Gravel Extraction	7	9	18	13	47
Quarries	11	1	1	11	24
EIA & EMP	14	15	9	5	43
Foreshore	11	1	2	2	16



### CHALLENGES

1. Managing and monitoring of the environment through enforcement of environmental laws.
2. Lack of monitoring and notification given to the companies of any breaches to the related Acts and conditions set out for these operations.
3. Monitoring challenge – costing and safe access to sites, equipment and sampling strategy.

### WAY FORWARD

1. Ongoing monitoring of rehabilitation sites and adopting more efficient system of data gathering and interpretation for improved work processes and addressing policy directives.
2. Strengthen the unit's role in the EIA process through conducting EIA reviews to identify and record impacts on the environment and communities.
3. Provision of emergency funding considering the different seasons and weather changes



# GEOSCIENCE SUPPORT SERVICES DIVISION

## ADMINISTRATION

The administrative section of the Department endeavoured to improve its role in supporting the scientific staff of the department and strengthening the policies and guidelines for the betterment of the organization.

## HIGHLIGHTS

- i. Reviewed the Department's organisational structure and updated position descriptions to be in-line with the Open Merit Based Criteria.
- ii. The compilation of Job Description and forms for the Job Evaluation Exercise.
- iii. Staffing Appointments: A number of vacant senior positions were advertised for formal appointments. Posts have been advertised for renewal of contract and filling of vacant positions. Due to the job demand in a few divisions, temporary and project staff were engaged to assist in the completion of projects.
- iv. Facilitation of local and overseas training for staff through succession planning and training needs analysis.
- v. The Department was also involved in hosting the 2017 STAR Conference held at *Tanoa* International Hotel in Nadi.
- vi. Processed advertisement for 19 posts in which all posts have been filled. Detailed information are as follows:
  - a. Promotion – 11
  - b. New Appointment – 9
  - c. Acting appointment – 33
  - d. Temporary appointment – 26
  - e. Contract renewal – 7
- vii. Provided regular updates on Human Resource Information Systems [HRIS] which incorporates the digital recordings of staff leave information, training attended and acting appointments for ease of reference for reporting and for management decision making.
- viii. Developed file tracking system to monitor files movement. A total of 1068 mails recorded in the inward and 413 outward.
- ix. Coordinated timely compilation of reports, ABP, ACP, PSIP, Capital Project Report update.



## GEOSPATIAL

The Unit's role is the management and storage of all data including publication that is being collected and processed within the department, the acquisition of geospatial application required for the development of database system to capture geoscience information and the provision of information technology systems support which includes the purchase and upgrades of hardware and software, local area network and system support to all users.

### • I.T SUPPORT SERVICES

- Maintenance of hardware equipment and troubleshooting. It also involves installation of hardware and software.
- LAN [Local Area Network] Upgrade: The completion of network structure cabling in Seismology building and Stores at a total cost of \$15,000; Upgrade of network switches to meet the standard required by ITC.
- Data link - an upgrade of network bandwidth to 4Mbps.
- Re-cabling of power line at Seismology building to resolve power overload and burning of PC.
- Installation of Network Attached Storage [NAS] and partitioning of shared drives to allow data sharing within the department.
- Prioritizing the need to upgrade desktop and field tough book to improve operation and ensure reliability. It also equipped the scientific officers in the compilation of report and analysis of field data.
- The completion of department websites and timely updates of seismic events and quarterly updates of tenement maps.

### • G.I.S. SUPPORT SERVICES

- Installation of Open source software, QGIS for map making and GIS related tasks.
- Digitization of Vanualevu Geology Map sheets 1:50,000 [10 sheets digitized]. In addition, the update of MIP data.
- The development of spatial and non-spatial database. [6 Spatial, 2 non spatial].
- The identification of problematic areas on geology map sheets that requires further survey and mapping work by the Geological Survey team.
- The non-spatial development was in terms of is the file tracking in order to track file movement and paper inventory to monitor paper usage.
- Timely update of existing databases which includes tenement, borehole, quarries, MIP and landslides in coordination with the respective divisions

### • LIBRARY

- The Department took part in nine (9) School visits, two (2) careers Expos and eight (8) Roadshows. The Librarian and unit staffs were involved in preparation of awareness material, setting up during school visitation and organized logistics for career expo and Roadshow tours.
- Scanning of old reports and bulletins
- Conducting annual stock takes of library publications.

# CAPITAL PROJECTS

MINERAL RESOURCES DEPARTMENT

DIVISION	PROJECT NAME	BUDGET PROVISIONS	OUTPUT PERFORMANCE	REMARKS
	Annual Budget	\$1,902,000		
GEOLOGICAL SURVEY	Mineral Investigation Project		<p>Work on the Mineral Investigation Project was undertaken during the 2<sup>nd</sup> and 3<sup>rd</sup> quarters which includes geological and structural mapping of road cuts, creeks and ridges. Geochemical sampling was also conducted to ascertain any anomalies for altered and mineralized zones based on previous exploration work, as well as the section's mapping survey. The prospects for 2016/17 period are as follows:</p> <ol style="list-style-type: none"> <li>1. Korotogo, Nadroga/Navosa (Phase 2)</li> <li>2. Sawene, Nadroga/Navosa</li> <li>3. Somosomo, Serua</li> </ol>	
GEOLOGICAL SERVICES	Groundwater Assessment and Develop Small Islands	\$480,000	<p><b>Boreholes Drilled</b></p> <p>MRD continued in their new role to extend its services in the reticulation of groundwater development projects; this was initiated in 2015. For August 2016 – July 2017 the following borehole locations are undergoing minor completion on reticulation work: Kubulau area – Vanua Levu, Navakawau in Taveuni and Vitilevu – Sigatoka area &amp; Kaba Island, Tailevu.</p>	The Groundwater Assessment and Development on Large Island has performed very well as it had surpassed the target set.
	Groundwater Assessment and Develop Large Islands	\$750,000		



# EXECUTIVE SUPPORT





# POLICY, PLANNING (LAND) & QUALITY ASSURANCE DIVISION

## OVERVIEW

The Primary Role of PPQA is to Provide Executive Support to the Hon. Minister, PSLMR and DSLMR through:

1. Providing policy advice through research;
2. Conducting Quality Assurance including Harmonization and State Land Rent Arrears Collection;
3. Identification of un/under-utilized state land and making recommendations;
4. Customer advocacy; and
5. Media publication of Ministry's activities and programs.

Policy Planning & Quality Assurance Division carries out its duties under the leadership of the following personnel:



## REPORTING

The Policy, Planning and Quality Assurance division reports to the Deputy Secretary of the Ministry of Lands and Mineral Resources.



## HIGHLIGHTS

1. **PROJECT SAUMIA:**

Collected a Total of \$13,570,432.52 (90.4%) State Land Rent and Arrears.

2. Issued a total of 299 Arrears Notices within the Central Eastern Division.

3. **PROJECT HARMONIZATION:**

Harmonized a total of 1,611 State Land leases in areas around the Central Eastern Division (Muaniweni, Baulevu, Wainibuku and Nakasi), Ba, Tavua and Rakiraki. Hence, this project achieved 107.4% of the ACP Target.

## KEY OUTPUTS – OPERATIONAL ACTIVITIES

1. Review existing legislation and develop, formulate policies through research and consultations with relevant stakeholders- 3 Papers were tabled in Cabinet Office.
2. Ensure complaints are addressed and resolved within a timely manner to the satisfaction of our customers-37 complaints resolved.
3. Coordinating and timely publicity of ministry's programs and activities to Ministry for Information and Media as part of the Ministry's Publicity and Awareness Program - publication of news articles, press releases.
4. Harmonization of State Land database with the actual ground activities - 1, 494 state leases harmonized.
5. Reduce rental arrears by 15% and increase current years rent- collection of \$13,556,278.14
6. Carry out research on under-utilized and un-utilized State Land for its Highest and Best Use- 30 reports done
7. Conduct research on available land under TAW on its Highest and Best Use - 30 reports done
8. Conduct Land Use Research and Survey of State land this will be expiring in 2017, 2018, and 2019- 12 reports done
9. Master Plan for Rural State land in the Western Division (outside town boundary) - 1 Draft Plan done
10. Provide a sustainable development guideline for vacant state land to relevant stakeholders- 4 Concept Plans done

## CHALLENGES

1. Delays from other approving authorities.
2. Delays in submissions for the formulating of Cabinet Papers
3. Ad-hoc work being carried out which leads to some major outputs of the Section not being done.
4. Low return of the lease arrears collection, as some clients not adamant on paying arrears.

## WAY FORWARD

1. Follow-ups to be done consistently and higher authority intervention to be sought when necessary.
2. Divisional Heads to be reminded to take responsibility of their outputs under Output 1
3. Team to factor in ad-hoc work while planning the OPEX AWP, as such ad-hoc work is instructed from PSLMR hence taking supremacy.
4. Incentives to be given to those who wish to make payments- example Waiver of Interest.





# CORPORATE SERVICES DIVISION

## OVERVIEW

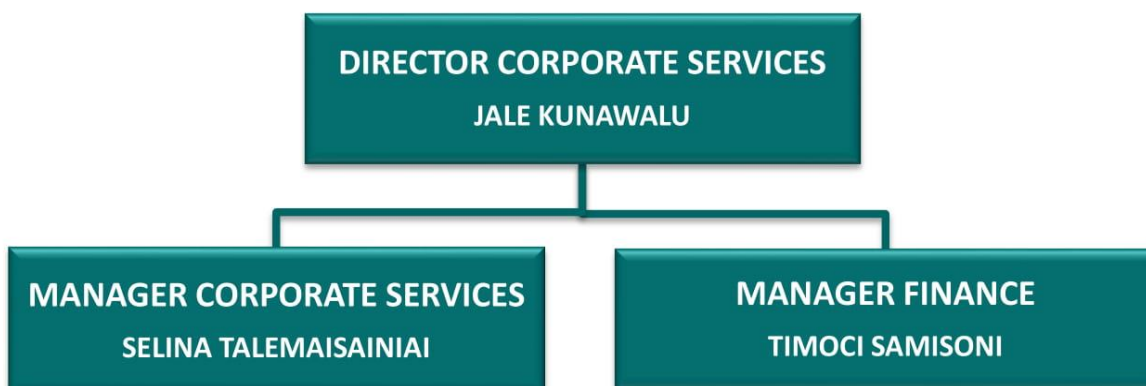
The Corporate Services Division (CSD) is the internal support service which manages the administrative and secretariat operations including the human & financial resources of the Ministry. In addition to providing the necessary support for the Ministry to achieving targeted outputs, the division is also entrusted with ensuring that support services are compliant to governing legislations and policies. Essentially, the division has a key role in standardising governance and accountability across the Department of Lands & Survey and the Department of Mineral Resources.

In this financial year, the Corporate Services Division and in particular its human resource arm, like most government organisations became entrenched in the implementation of the first phase of civil service reform in the form of government's Open Merit and Recruitment & Selection Policy or otherwise abbreviated as OMRS.

The incoming OMRS was a significant game changer for the way the ministry conducted recruitment & selection and while it proved challenging, at the same time it set a platform for an effective system of recruitment which was fair and unbiased.

In the latter part of the financial year, work on the implementation of the Job Evaluation Exercise (JEE) also took precedence, and for the first time in the history of civil service, professions were assessed and adequately remunerated in the areas of risk, authority, technical qualification and scope of influence in the organisation.

Corporate Services Division carries out its duties under the leadership of the following personnel:



## HIGHLIGHTS

- Implementation of Ministry of Lands and Minerals Restructure
- Implementation of Civil Service Reform – OMRS and JEE.

## KEY PERFORMANCE AREAS

OUTPUT	KEY PERFORMANCES	CHALLENGES	WAY FORWARD
Post Processing Unit	Appointment of 100 plus officers under the new recruitment and selection policy.	Adapting to the procedural requirements and limited staff awareness of the OMRS policy in a short implementation timeframe.	Increase OMRS awareness to staffs and management.
Employee Management Unit & Discipline	Daily Management of staff leave – average of 30 applications a day	Coordination with divisional staffs for ease of processing staffing issues.	Clearer demarcation of roles for CSD staffs in all divisions through review of Job Description (JD) and relevant staff awareness.
	Quarterly processing of acting, temporary and project appointments - average of 50 per quarter.		
	Procedural discipline – 1 case of termination and average of 2 suspensions per quarter.	Staff response to areas of discipline.	Increased awareness of disciplinary areas.
Training & OHS	Overseas Training – average of 4 overseas training per quarter.	Specific trainings are limited and offers are designed by donors/organisers.	Establish a network with sponsor and relevant donors to create awareness of ministry needs.
	Local Workshops – average of 5 workshops per quarter facilitated.		
General Administration <ul style="list-style-type: none"> <li>• Registry</li> <li>• Transport</li> <li>• Secretariat Support</li> <li>• Nukulau Island Administration</li> </ul>	Daily processing of land lease files – average of 50 files a week.	Missing files – due to lack of coordination between users.	Regular file surveys
	Daily transport logistics facilitated	Limited vehicles to cater for increased field work demand.	Liaise with Manager Finance for the procurement of more vehicles.
	Daily secretariat support to; Minister, PSLMR, DSLMR, DL, DMD, ADL, DLU, DCS, CV, DGIM.		
	<ul style="list-style-type: none"> <li>• Secretariat for 12 Senior Management Board Meetings</li> <li>• Secretariat for 1 ministerial forum.</li> </ul>	Delayed updates to resolutions from relevant HODs	Improve liaison with HODs for SMB preparedness.
	<ul style="list-style-type: none"> <li>• Facilitation of visitors to Nukulau</li> <li>• Maintain Nukulau Island</li> </ul>	Need to review fees charges to offset costs of administration.	Contribute to the review of fees and charges for Nukulau visitation charge.



# AUDITED FINANCIAL REPORT

## OFFICE OF THE AUDITOR GENERAL

Excellence in Public Sector Auditing



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File Ref: 486

8 March 2018

The Honourable Faiyaz Koya  
Minister for Lands and Mineral Resources  
New GCC Complex  
Nasease  
SUVA

Dear Honourable Koya

### **AUDITED FINANCIAL STATEMENTS MINISTRY OF LANDS AND MINERAL RESOURCES FOR THE YEAR ENDED 31 JULY 2017**

Audited financial statements for the Ministry of Lands and Mineral Resources for the year ended 31 July 2017 together with my audit report on them are enclosed.

Particulars of the errors and omissions arising from the audit have been forwarded to the management of the Ministry for its necessary actions.

Yours sincerely

Ajay Nand  
**AUDITOR-GENERAL**

Encl.  
cc. Permanent Secretary for Lands and Mineral Resources



**MINISTRY OF LANDS AND MINERAL RESOURCES**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 JULY 2017**



MINISTRY OF LANDS AND MINERAL RESOURCES  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2017

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### INDEPENDENT AUDITOR'S REPORT

#### MINISTRY OF LANDS AND MINERAL RESOURCES

I have audited the financial statements of the Ministry of Lands and Mineral Resources, which comprise the Statement of Receipts and Expenditure, Appropriation Statement and Trust Account Statement of Receipts and Payments for the year ending 31 July 2017, and notes to and forming part of the financial statements, including a summary of significant accounting policies.

In my opinion, except for the effects on the matters described in the Basis of Qualified Opinion paragraph, the accompanying financial statements are prepared, in all material respects, in accordance with the Financial Management Act, Finance Instructions 2010 and Finance (Amendment) Instruction 2016.

#### Basis of Qualified Opinion

1. There is an unreconciled variance of \$673,811 in Land and Property Rent collected as recorded in the Crown Land Lease System of \$12,745,771 and FMIS general ledger balance of \$13,419,582. Consequently, I could not confirm the accuracy and completeness of Land and Property Rent of \$13,419,582.
2. Expenditure amounting to \$157,174 in the Statement of Receipts and Expenditures did not relate to the financial year 2016-2017. This amount relates to the posting of an unsupported journal voucher of \$105,870 to clear prior year's Revolving Fund Account balances and the recording of \$51,304 expenditure in 2016-2017 for goods and services received in 2017-2018. As such, the expenditure balance for the year ended 31/7/17 is overstated by \$157,174.

I conducted my audit in accordance with International Standards on Auditing (ISA). My responsibilities under those standards are further described in the *Auditor's Responsibilities* paragraph of my report. I am independent of the Ministry in accordance with the ethical requirements that are relevant to my audit of the financial statements in Fiji and I have fulfilled other responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Responsibilities of the Management and Directors for the Financial Statements

The management of the Ministry is responsible for the preparation of the financial statements in accordance with the Financial Management Act, Finance Instructions 2010 and Finance (Amendment) Instruction 2016 and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.



## INDEPENDENT AUDITOR'S REPORT (cont'd)

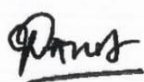
### Auditor's Responsibilities

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISA will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with ISA, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Ministry's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

I communicate with the management and directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Ajay Nand  
**AUDITOR-GENERAL**



Suva, Fiji  
8 March 2018

**MINISTRY OF LANDS AND MINERAL RESOURCES  
MANAGEMENT CERTIFICATE  
FOR THE YEAR ENDED 31 JULY 2017**

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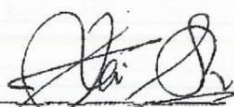
We certify that these financial statements:

- (a) fairly reflect the financial operations and performance of the Ministry of Lands and Mineral Resources for 2017 and its Financial Position for the year ended 31 July 2017; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act, the Finance Instructions 2010 and Finance (Amendment) Instructions 2016.



Malakai Finau (Mr)  
Permanent Secretary

Date: 28/02/18



Timoci Samisoni (Mr)  
Manager Finance

Date: 12/02/2018



**MINISTRY OF LANDS AND MINERAL RESOURCES**  
**STATEMENT OF RECEIPTS AND EXPENDITURE**  
**FOR THE YEAR ENDED 31 JULY 2017**

	Note (3)	12 months 31 July 2017 (\$)	7 months 31 July 2016 (\$)
<b>REVENUE</b>			
<b>State Revenue</b>			
Land and Property Rent		13,419,582	6,982,873
Fees charges, Fine and Penalties		709,972	501,839
Revenue from Surveys & Sales of Navigation		157,520	125,478
License		32,179	32,867
Sale of Publications		98	-
Sale of Photographs		21	9
Mining Fees		499,064	420,426
Chemical		1,807	661
Commission		15,321	6,810
Valuation Fees		18,153	10,912
		<u>14,853,717</u>	<u>8,081,875</u>
<b>Total State Revenue</b>			
<b>Agency Revenue</b>			
Miscellaneous		928,103	910,791
<b>Total Revenue</b>		<u>15,781,820</u>	<u>8,992,666</u>
<b>Expenditure</b>			
Established Staff		8,525,583	4,938,536
Government Wage Earners		792,564	601,682
Travel and Communications		863,762	373,944
Maintenance & Operations		5,711,341	4,199,700
Purchase of Goods and Services		779,418	428,920
Operating Grants and Transfers		31,422	21,069
Special Expenditures		792,412	194,931
<b>Total Operating Expenditure</b>		<u>17,496,502</u>	<u>10,758,782</u>
Capital Construction		4,347,581	2,683,696
Capital Purchases		580,754	811,072
Capital Grants and Transfers		498,401	127,111
<b>Total Capital Expenditure</b>		<u>5,426,736</u>	<u>3,621,879</u>
Value Added Tax		1,071,165	1,025,328
<b>Total Expenditure</b>		<u>23,994,403</u>	<u>15,405,98</u>

**MINISTRY OF LANDS AND MINERAL RESOURCES**  
**APPROPRIATION STATEMENT**  
**FOR THE YEAR ENDED 31 JULY 2017**

SEG	Item	Budget Estimate	Changes (Note 4)	Revised Estimate	Actual Expenditure	Carry- Over	Lapsed Appropriation
		(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
1	Established Staff	8,883,506	(127,259)	8,756,247	8,525,583	-	230,664
2	Government Wage Earner	859,517	(15,000)	844,517	792,564	-	51,953
3	Travel and Communications	707,200	210,092	917,292	863,762	-	53,530
4	Maintenance & Operations	6,870,550	(139,933)	6,730,617	5,711,341	-	1,019,276
5	Purchase of Goods & Services	825,000	22,000	847,000	779,418	-	67,582
6	Operating Grants & Transfers	32,100	-	32,100	31,422	-	678
7	Special expenditures	820,165	-	820,165	792,412	-	27,753
	<b>Total operating expenditure</b>	<b>18,998,038</b>	<b>(50,100)</b>	<b>18,947,938</b>	<b>17,496,502</b>	<b>-</b>	<b>1,451,436</b>
8	Capital Construction	7,147,000	50,100	7,197,100	4,347,581	-	2,849,519
9	Capital Purchases	630,000	-	630,000	580,754	-	49,246
10	Capital Grants and Transfers	2,740,000	-	2,740,000	498,401	-	2,241,599
	<b>Total capital expenditure</b>	<b>10,517,000</b>	<b>50,100</b>	<b>10,567,100</b>	<b>5,426,736</b>	<b>-</b>	<b>5,140,364</b>
13	Value added tax	1,530,000	-	1,530,000	1,071,165	-	458,835
	<b>Total expenditure</b>	<b>31,045,038</b>	<b>-</b>	<b>31,045,038</b>	<b>23,994,403</b>	<b>-</b>	<b>7,050,635</b>



**MINISTRY OF LANDS AND MINERAL RESOURCES  
STATEMENT OF LOSSES  
FOR THE YEAR ENDED 31 JULY 2017**

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**Loss of Money**

There was no loss of money recorded for the financial year ended 31 July 2017.

**Loss of Revenue**

There was no loss of revenue recorded for the financial year ended 31 July 2017.

**Loss of Assets**

There was no loss of fixed asset recorded for the financial year ended 31 July 2017. However, the following items worth \$644,608.01 were written off by the Permanent Secretary of Economy, following the Ministry's Board of Survey conducted for the year ended 31 July 2017.

Asset	Amount (\$)
Office Equipment	241,466.75
Furniture and Fittings	8,822.00
Field Equipment	28,410
Vehicles	365,909.26
Total	<b>644,608.01</b>

MINISTRY OF LANDS AND MINERAL RESOURCES  
DEPARTMENT OF LANDS TRUST FUND ACCOUNT  
STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31 JULY 2017

	Note (5)	12 months 31 July 2017 (\$)	7 months 31 July 2016 (\$)
Opening Balance		4,230,897	5,565,571
<b>Receipts</b>			
Compensation	62,669	254,791	
Other Revenue	102,399	154,489	
Fisheries impact	1,516,454	921,678	
Lease offer	100,289	196,545	
Priority plan	374,928	157,485	
Royalty	15,883	403,015	
Sand gravel	3,169,243	8,619	
<b>Total receipts</b>		<b>5,341,865</b>	<b>2,096,622</b>
<b>Payments</b>			
Bank fees	-	157	
Meal/mileage claim	39,413	8,980	
Priority plan & general	150,278	30,596	
Royalty	158,424	96,135	
Fisheries impact	29,789	47,392	
Compensation	2,965,364	2,905,159	
Airstrip payments	-	342,877	
<b>Total payments</b>		<b>3,343,268</b>	<b>3,431,296</b>
<b>Closing balance as at 31 July 2017</b>		<b>6,229,494</b>	<b>4,230,897</b>



MINISTRY OF LANDS AND MINERAL RESOURCES  
DEPARTMENT OF MINERALS TRUST FUND ACCOUNT  
STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31 JULY 2017

	Note (5)	12 months 31 July 2017 (\$)	7 months 31 July 2016 (\$)
Opening Balance		4,482,035	4,119,688
<b>Receipts</b>			
<b>Mining</b>			
Mining Bond	181,475		336,040
SPL Renewal Fees	142,395		344,897
EIA Screening	124		1,958
Royalty	167,554		1,010
<b>Non-Mining</b>			
Geotechnical Survey	58,816		13,982
Borehole Construction	165,558		18,680
Aggregate Survey	8,249		-
<b>Total Receipts</b>		<b>724,171</b>	<b>716,567</b>
<b>Payments</b>			
<b>Mining</b>			
Transfer of Renewal Fees	-		314,421
Bond Refund	628,610		25,554
<b>Non-Mining</b>			
Borehole Construction	-		8,705
Geotechnical Survey	191,288		5,540
<b>Total payments</b>		<b>819,898</b>	<b>354,220</b>
Closing Balance as at 31 July 2017		<b>4,386,308</b>	<b>4,482,035</b>

**MINISTRY OF LANDS AND MINERAL RESOURCES**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2017**

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**NOTE 1      REPORTING ENTITY**

The Ministry of Lands and Mineral Resources plays a pivotal role in national development of the Republic of Fiji ("Fiji") and in supporting its economic growth.

The Ministry is focused on developing, reviewing and adopting flexible and market-driven policies to address the challenges faced by land developers, tenants, investors and indigenous landowning units in terms of accessing and utilising land.

The State owns 4 per cent of land in Fiji. The State's land is located within major urban centres around the country; its effective management is crucial to the national development.

The Ministry of Lands and Mineral Resources is made up of two Departments: the Department of Lands and the Mineral Resources Department.

The Department of Lands is responsible for the effective and efficient administration, development and management of all state land in Fiji. The new Land Use Division, which was established in 2010, helps indigenous landowners put viable land that is currently idle and un-utilised to productive use, under terms and conditions which are attractive to both the landowners and tenants.

The Mineral Resources Department oversees and facilitates the development of the country's mineral sector and groundwater resources. It undertakes studies in relation to geological hazards and mineral and groundwater development. It also manages the development of the mining and quarrying sector.

**NOTE 2      STATEMENT OF ACCOUNTING POLICIES**

**a)    Basis of Accounting**

In accordance with Government of the Republic of Fiji ("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 requirements of Section 71(1) of the Finance Instructions 2010, Financial Management Act and Finance (Amendment) Instructions 2016. The preparation and presentation of a Statement of Assets and Liabilities is not required under the current Government policies

**b)    Revenue Recognition**

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

**c)    Change in Fiscal Year**

As per the change in the Government Fiscal Year from January – December to August – July, the current Annual Financial Statement depicts financials for the full year which is illustrated against the July 2016 financials of 7 months only.



**MINISTRY OF LANDS AND MINERAL RESOURCES**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 JULY 2017**

**d) Accounting for Value Added Tax**

All income and expenses are exclusive of Value Added Tax (VAT). The Ministry on a monthly basis takes out VAT output on total money received for expenditure from Ministry of Economy. 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 Fiji Revenue and Customs Service (FRCS). Actual amount paid to FRCS during the year represent the difference between VAT Output and VAT Input.

**e) 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 COMPARISON OF RESULTS**

For the purpose of comparison of results, the current financial result (Fiscal 2017) can be prorated by dividing the respective figure by twelve (12) and multiplying by seven (7); compared to the corresponding result for the previous financial period (Fiscal 2016) consisting of seven (7) months only (January to July 2016)

**NOTE 4 DETAILS OF APPROPRIATION CHANGES**

The Permanent Secretary for Lands and Mineral Resources and the Permanent Secretary for Economy approved the following Virements for the Ministry of Lands and Mineral Resources.

Virement No.	From Expenditure Group	Amount (\$)	Virement No.	To Expenditure Group	Amount (\$)	Approved By
DV3301	SEG 01	10,000	DV3301	SEG 03	10,000	PS - Lands & Mineral
DV3302	SEG 05	8,000	DV3302	SEG 04	8,000	PS - Lands & Mineral
DV3303	SEG 03	20,000	DV3303	SEG 04	20,000	PS - Lands & Mineral
DV3304	SEG 04	18,100	DV3304	SEG 08	18,100	PS - Lands & Mineral
DV3305	SEG 04	7,000	DV3305	SEG 03	7,000	PS - Lands & Mineral
DV3306	SEG 01	21,259	DV3306	SEG 03	21,259	PS - Lands & Mineral
DV3307	SEG 02	15,000	DV3307	SEG 05	15,000	PS - Lands & Mineral
DV3308	SEG 04	18,760	DV3308	SEG 04	18,760	PS - Lands & Mineral
	SEG 03	975		SEG 03	975	
DV3309	SEG 04	6,962	DV3309	SEG 03	6,962	PS - Lands & Mineral
DV3310	SEG 01	35,000	DV3310	SEG 03	35,000	PS - Lands & Mineral
DV3311	SEG 01	15,000	DV3311	SEG 05	15,000	PS - Lands & Mineral
DV3312	SEG 04	6,748	DV3312	SEG 04	6,748	PS - Lands & Mineral
DV3313	SEG 01	32,000	DV3313	SEG 08	32,000	PS - Lands & Mineral
DV3314	SEG 04	142,201	DV3314	SEG 03	45,871	PS - Lands & Mineral
				SEG 04	96,330	
	SEG 13	12,799		SEG 13	12,799	PS - Lands & Mineral

**MINISTRY OF LANDS AND MINERAL RESOURCES**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 JULY 2017**

**NOTE 4 DETAILS OF APPROPRIATION CHANGES (CONTINUED)**

Virement No.	From Expenditure Group	Amount (\$)	Virement No.	To Expenditure Group	Amount (\$)	Approved By
DV3315	SEG 01	14,000	DV3315	SEG 03	14,000	PS - Lands & Mineral
DV3316	SEG 04	30,000	DV3316	SEG 03	30,000	PS - Lands & Mineral
DV3317	SEG 04	60,000	DV3317	SEG 03	60,000	PS-Lands & Mineral
V33001	SEG 08	30,000	V33001	SEG 08	30,000	PS-Economy
<b>Total</b>		<b>503,804</b>	<b>Total</b>		<b>503,804</b>	

Virement No.3313 of \$32,000 into SEG 8 Capital (Construction) was not utilised as the Ministry was only able to dig and reticulate only four of the five boreholes budgeted for in 2017.

**NOTE 5 TRUST FUND ACCOUNT**

The Land Trust Fund Account was opened due to the new Land Use Unit and as such the department is now not only responsible for the collection of fees, lease rents and other official land charges for the government but it is also responsible for the collection of the same revenue for the Native Land Owners who have deposited their land to the Land Bank to be administered by the department. Funds collected also includes security such as deposits, payments in advance and bank guarantees as stipulated in provision 12 of the Land Use Decree. The funds that are operated under the Land Trust Fund include the following:

- Land Acquisition Compensation funds;
- Land Bank Fees, Leases & Securities collected on behalf of Land Owning Units;
- Sand & Gravel Extraction Royalties;
- Qoligoli Compensation;
- Government Survey & Plan Ad-Hoc Work;
- Government Construction Work Compensation;
- Funds received for Vanua View Services ; and
- Funds received for Re-Evaluation of city and town boundaries for municipal councils

The Mining Trust Fund Account includes licence paid in advance. This is to ensure that any environmental damage caused by the Company will be covered by the money held.

The money held in non-mining trust fund account is from the private or public entities who request the Mineral Resources Department to conduct works or project for them. Non Mining includes groundwater project or mineral investigations.





MINISTRY OF LANDS  
& MINERAL RESOURCES