



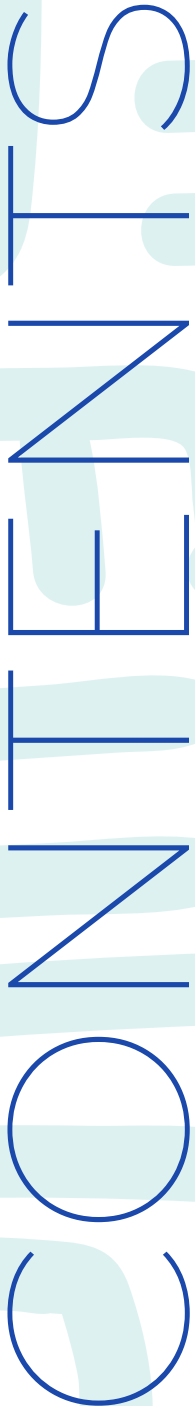
MINISTRY OF
LANDS & MINERAL
RESOURCES

MLMR

ANNUAL REPORT

AUGUST 2019-JULY 2020

Table of Contents



01.

Letter to the Minister

02.

Permanent Secretary's
Overview

02.

Vision | Mission | Values

03.

Ministry Overview |
Structure

04.

Overview of Department of
Lands

05.

Overview of Mineral
Resources Department

06.

Executive Support

07.

Financial Report
Annexures



P: (679) 3313555 FAX: (679) 3239754
MINISTRY OF LANDS & MINERAL RESOURCES
HEAD OFFICE, iTaukei Trust Fund Board
Complex, Nasese
<http://www.lands.gov.fj>
[landsinfo\(a\)govnet.gov.fj](mailto:landsinfo(a)govnet.gov.fj)
Ministry of Lands & Mineral Resources
PO Box 2222, Government Building, Suva



Hon. Jone Usamate
Ministry for Lands & Mineral Resources
iTaukei Trust Fund Board Complex,
Suva.

Dear Sir,

It's my pleasure to present to you the 2019/2020 Annual Report covering the work of the Ministry for Lands & Mineral Resources for the Financial Year ending 31st July 2020.

The report highlights the Ministry's service deliveries to the people of Fiji and how it has contributed towards the Fijian Government's national development plan in alignment with the Financial Management Act 2004 and the 2013 Fiji Constitution.

The report also illustrates the commitment of our staff and the achievements of the Ministry's projected programmes towards building a better Fiji.

Yours Faithfully

Dr. Raijeli Taga (Mrs.)
Permanent Secretary for Lands & Mineral Resources

PERMANENT SECRETARY

LANDS & MINERAL RESOURCES | OVERVIEW



This financial year was filled with opportunities and events worth reminiscing and be thankful for the accomplishments and progress made by the Ministry so far. While preparing this year's Annual report, I would like to commend the Senior Management for their dedication and influential leadership role in maneuvering officers in the right direction.

The impact of the Covid-19 pandemic led to total halt in daily operations that prompted reduction in Government budgets allocated to the Ministry. Nevertheless, the Ministry re-strategized by adopting new innovative ideas, persevered, worked as a team, and committed itself to uphold the Vision, Mission and Values that it stood for.

Some major highlights of the year include the:

- approval of the Vanua View Online Cabinet Paper whereby customers have access to view the Vanuaview data with a click of a button;
- Acquisition of the Unmanned Aerial Vehicle (UAV) to assist collection of remote sensing data. Also, five (5) officers received their drone pilot license;
- official handing over of cheques paid to the land owning units for the Mataqali Volivoli for the subdivision and leasing of fourteen (14) agricultural lots in Savusavu; and
- empowerment of our women with the appointment of the:
 - Permanent Secretary - Dr. Rajeli Taga;
 - Director Lands - Ms. Irena Nayacalevu;
 - Chief Valuer - Mrs. Farzana Khan as;
 - Divisional Land Manager North - Mrs. Mereadani Tuitubou;
 - Chief Environment Officer - Ms. Sereima Koli;
 - Senior Administration Officer - Ms. Meresiana Tawake; and
 - Senior Scientific Officer - Ms. Ani Tamata.

Likewise, I also wish to commend the hard work and dedication of all staff of the Ministry for their efforts and contributions towards achieving the targets set out at the beginning of the financial year not forgetting those that had dedicated their lives in combatting this deadly virus through secondment to the Ministry of Health and Medical Services

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 executing government's reforms and policy initiatives on lands, mineral and groundwater Resources;

- Providing outstanding administrative and facilitative services to our customers without compromising the relevant legislation and policies;
- Adopting appropriate technological changes and modern approaches to ensure timely and quality services;
- Strengthening revenue information system and improving revenue collection;
- Embracing a corporate culture by adhering to the Service Excellence Framework and the Ministry's Service Charter;
- Leading, motivating and developing team leaders and members to be effective and efficient in all formal engagements;
- 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

In addition to the Civil Service Values contained in the Public Service Act 1999, the Ministry aspires to achieve the following values:

- Honesty & Integrity
- Commitment
- Responsiveness
- Sharing and Caring
- Respect & Equity
- Professionalism
- Transparency and Accountability
- Innovation
- Inclusivity

MINISTRY'S OVERVIEW

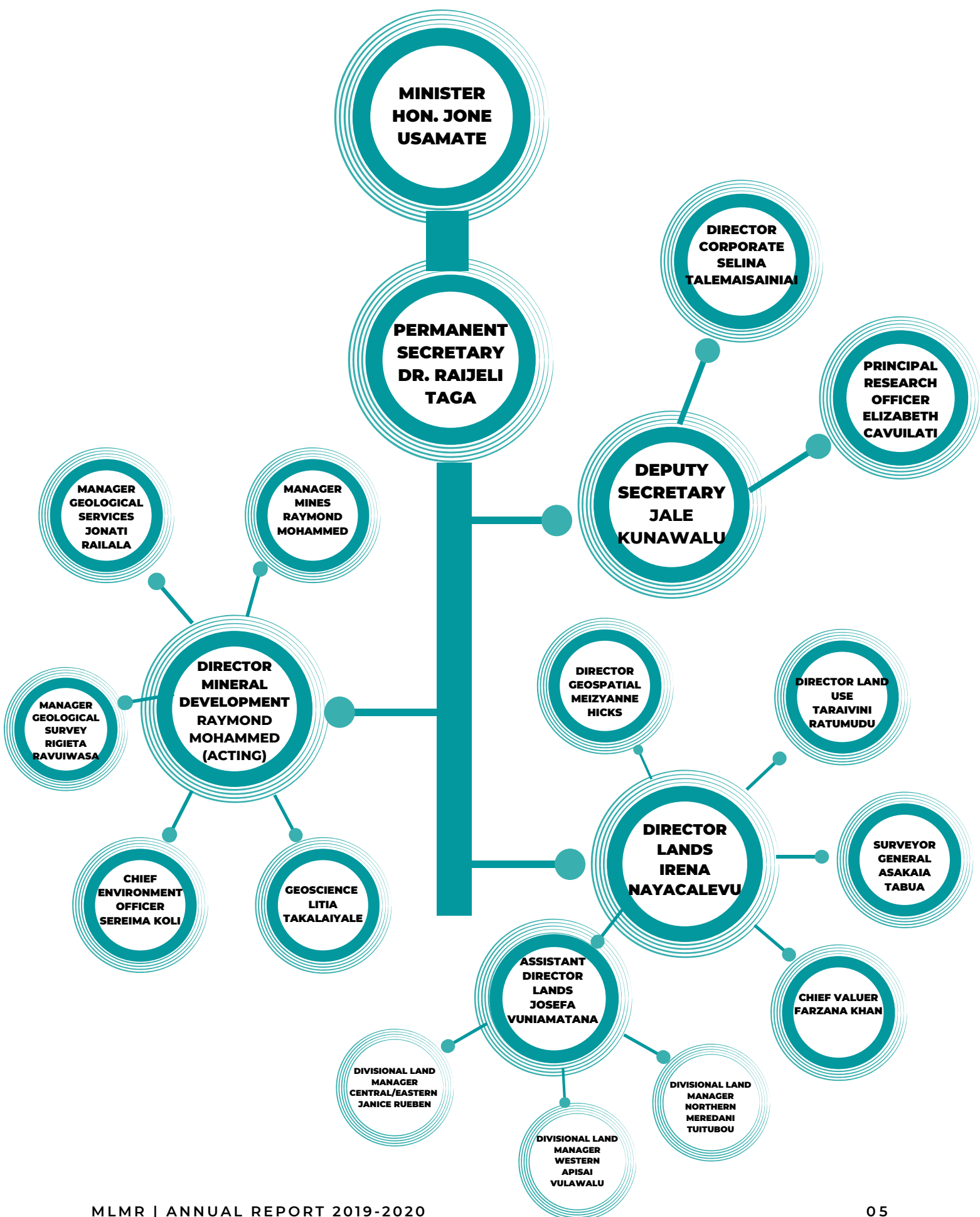
The Ministry of Lands and Mineral Resources administers all state lands and regulates all mineral resources and groundwater resources in Fiji through its two major departments; the Department for Lands and Surveys and, the Department of Mineral Resources.

As the ministry aims to work in partnership with its lessees, stakeholders and potential customers to promote socio-economic growth to state lands, mineral and groundwater resources, it also ensures that its regulatory arm is upheld for the purpose of sustainable development. The ministry is governed by a number of legislations, regulations and policies for which it is accountable to and ensures that they are being followed. They include:

1.	State Lands Act	2.	Mining Act
3.	River and Streams Act	4.	Continent Shelf Act
5.	State Acquisition of Lands Act	6.	Quarries Act
7.	Surveyors Act	8.	Explosive Act
9.	Land Use Act	10.	Fair Share of Mineral Royalties Act

Both the departments implement their activities and programmes in a manner to foster, integrate and balance development, environmental sustainability and social equity. In summary, this report gives the reader a bird's eye view on how the state lands and mineral resources were administered and managed with its financial undertakings of all project works and activities in the financial year.

OUR STRUCTURE



DEPARTMENT OF LANDS

SURVEY DIVISION

OVERVIEW

The survey division continues to aim for excellent service at the workplace through consistent training and development on the use of modern survey equipment and the latest survey software. The engagement of project officers in various projects greatly assists in the timely completion of our capital projects.

The Development of state land by the Survey Division is aligned to the National Development Plan through Government's endeavour to sustainably convert idle state land to productive use. The division in this financial year continue to carry out the upgrading of Fiji's Geodetic Datum to international standard. Also, as part of its responsibilities, the division carries out maintenance works of existing subdivisions including the upgrading of deteriorating access road, footpath, drains and retaining walls.

STAFF STRUCTURE

The Surveyor General is the head of the Survey Division, with 2 principals: a Principal Surveyor and a Principal Plan Examiner. The division has a total of forty eight (48) Staff.

ACHIEVEMENTS OF TARGETED STRATEGIES

SPECIFIC AGENCY OBJECTIVES	TARGET OUTPUT	ACHIEVEMENT/PROGRESS
Survey Plans Approved as to Survey	240	477
National Geodetic Infrastructure	Talenaua – Navua Secondary Control Survey	<ul style="list-style-type: none">• Network Adjustment, Loops & Misclosures, and Transformations - completed• Survey Plan drawing – completed and lodged1.SO 8507 phase I2.SO 8720 Phase II – Approved
Upgrade of Geodetic Datum	<ul style="list-style-type: none">• Mounting of solar panel and back up battery (Lakeba, Ono-i-Lau, Koro)• Field campaign• Processing and development of new parameter set for Fiji Datum	<ul style="list-style-type: none">• Provision of Solar & backup power for Lakeba, Ono and Koro• Reconnaissance of Control points for field campaigns• Field campaign – Completion of field campaign

CONTINUED

SPECIFIC AGENCY OBJECTIVES	TARGET OUTPUT	ACHIEVEMENT/PROGRESS
Survey of Mahogany	Naboutini <ul style="list-style-type: none"> • Lot 8 • Lot 12 • Lot 1 • Lot 9 Nukurua <ul style="list-style-type: none"> • Lot 3 • Lot 4 • Lot 5 • Lot 6 • Lot 26 	<ul style="list-style-type: none"> • Field work 100% and plan drawing in progress • Commenced field verification 90% completed • Field verification 90% completed • Commenced field verification <ul style="list-style-type: none"> • 100% complete. Survey plan SO 8826 was lodged for assessment and approval • 100% complete. Survey plan SO 8978 was lodged for assessment and approval • 80 % Completed. Work was affected because of COVID - 19 • Work not completed due to COVID - 19 • SO 8842
Survey of Government Stations on iTaukei Land	DLOCE <ul style="list-style-type: none"> • Koro Biofuel – Lomaiviti • Gasele Nursing Station – Kadavu • Hybrid Project Site – Vunisea, Kadavu DLOW <ul style="list-style-type: none"> • Tulalevu Reservoir, Sigatoka • Nausori Highland Nursing Station, Nadi • Wairabetia Industrial Zone, Lautoka DLON <ul style="list-style-type: none"> • Tawake Government Station • Tawacalevu Agriculture Station • Dogotuki Seismic Station – Macuata • Wainigadru Fisheries Station 	<ul style="list-style-type: none"> • 100% complete. Scheme plan submitted to TLTB for vetting. • 100% complete. • Scheme plan submitted to TLTB for vetting. • 100% complete. • Scheme plan submitted to TLTB for vetting. <ul style="list-style-type: none"> • 100% complete. • Scheme plan submitted to TLTB for vetting • 100% complete. • Scheme plan submitted to TLTB for vetting • Project on hold after some consideration <ul style="list-style-type: none"> • 100% complete. • Scheme plan submitted to TLTB for vetting. • 100% complete. • Scheme plan submitted to TLTB for vetting. • Project moved to next financial year due to COVID-19 restrictions • Project moved to next financial year due to COVID-19 restrictions

CONTINUED

SPECIFIC AGENCY OBJECTIVES	TARGET OUTPUT	ACHIEVEMENT/PROGRESS
Survey of NG2	Peripheral survey of 10km	Conducted peripheral survey of 5km
Maintenance of Existing Subdivision	1.Koroqaqa Lot 2 SO 1462 – Construction of Access Road – Baulevu 2.Kinoya Subdivision Lot 5 R 1810 4/16/773 - Construction of Driveway – Suva 3.Lomolomo Lot 10 ND5038 – construction of 128m access road – Nadi 4.Valebasoga (pt of) DP5576DP4335, DP10417 AND LOTS 1, 3&7 M1773 – upgrade of access road 5.Rara (pt.of) SO 3030, M 2967& SO 3942 – construction of access road	1.Construction of access road completed 2.Construction of driveway completed 3.Construction of 128m access road completed 4.Upgrade of access road completed 5.Construction of access road completed
Development of State Land	Vakamasisuasua Subdivision	<ul style="list-style-type: none"> • No civil work carried out on the ground • Held meetings with relevant stakeholders to rectify the defects and to address new requirements imposed by approving agencies • Joint inspection was carried out with WAF to rectify connection from the subdivision to the existing WAF • Revision of the engineering plan • Met requirements of FRA and EFL
Survey Equipment Calibration	45 calibrations	60 calibrations
Ad – Hoc Survey Works	1.Nakasi 2.Sukuna Road 3.Waidra 4.Redefinition of State Freehold Land in Levuka [L 228A] – DP 11603 5.Koro Fisheries Station Land Title Survey – Lomaiviti	1.60 Survey was done to determine field works that were carried out 2.Topographic survey conducted to determine location of old monuments 3.Survey was done to determine field works that were carried out 4.Lodged at Plan Assessment Unit for assessment and approval 5.Scheme plan lodged to iTLTB for Vetting and Approval

CONTINUED

SPECIFIC AGENCY OBJECTIVES	TARGET OUTPUT	ACHIEVEMENT/PROGRESS
Exemption of Coordinates	A total of seven (7) requests were assessed and completed	
Survey Plan	1.Plans lodged for assessment and approval 2.Plans Approved	1.SO8193 , SO8507 , DP 11441 , SO 7991 , SO 8711, DP 10338 , SO 6382 , SO 8825 , SO 8257 , SO 8463 , SO 8643 , SO 8646 , SO 8510 , SO 8418 , SO 8487 , SO 7288 , DP 11148 2.SO8129 , SO8061 , SO8720 , SO 8643 , SO 8660 , SO 8594 , SO 8488 , SO 8339
Scheme Plan	Four (4) Resubmitted Survey Plans also lodged to PAU for approval	

The following training was provided to survey division staff:

- Global Navigation Satellite System Operational Workshop
- United Nations Noosa Global Navigation Satellite System Training
- Global Positioning System Operators Training – Secretariat of the Pacific Community
- Fiji Public Service Survey & Draughting Examination
- FIS Forums
- Two Trainings was conducted for 12D Software and Auto CAD

CHALLENGES & WAY FORWARD

NO.	CHALLENGES	WAY FORWARD
1	Rugged terrain and remoteness of some work sites.	<ul style="list-style-type: none"> • Teams had to depart early and work overtime. • Be committed and make sacrifices whilst working through rainy and rugged conditions
2	Complexity of the Projects eg Datum Project	<ul style="list-style-type: none"> • Strengthen collaboration with development partners

LANDS ADMINISTRATION DIVISION

OVERVIEW

The processing and issuance of lease is one of the core function of the Lands Department. The National Development Plan looks at improvement, efficiency and effective land use administration process. The division ensures that all state land are being utilized to its full potential and aims to provide equal land opportunities to all.

STAFF STRUCTURE

The Lands Section is headed by the Assistant Director Lands (ADL). The entire Lands Administration division consists of a total of fourteen (14) staff.

There are 4 sections within the division:

1. Stamping/Registration and Land Dealing unit;
2. Foreshore Development unit;
3. Sustainable Land Use & Development unit; and
4. Schedule A & B unit.

ACHIEVEMENTS, SIGNIFICANT TRAININGS AND EVENTS

ASSIGNED ACTIVITIES	TARGET OUTPUT	ACHIEVEMENT/PROGRESS
Total number of Leases, Approval Notice of Lease, Tenancy At Will, Variation of Lease, Re-entry, Licenses prepared – Target	1300	1470
Consent to Transfer, Mortgage, Subletting, Caveat, Subdivision, Build, Legal Proceedings, Evict, Connect Water Meter, Connect Electricity, Rezoning – Target	2,364	2783
Awareness for Climate Change Adaptation through Public Consultations on Foreshore Developments (Waiver of Fishing Rights)	23	25
Preparation of Licenses	60	55
Ministerial Consent	60	144
Stamping	744	956
Registration	744	880

CONTINUED

ASSIGNED ACTIVITIES	TARGET OUTPUT	ACHIEVEMENT/PROGRESS
Advertisement of available lots and its allocation	24	100%
Reversion of State Schedule A & B Land	120	91%
Land Use Planning & Development <ul style="list-style-type: none"> Integrated Land Use Concept Plan State Land Use Master Plan Report 	<ul style="list-style-type: none"> 2 reports 1 report 	<ul style="list-style-type: none"> 90% 90%
Research Publications – Geological Hazard Assessment and Earthquake Monitoring	23	25

CHALLENGES & WAY FORWARD

NO.	CHALLENGES	WAY FORWARD
1	COVID-19 Pandemic	Adherence to the MoH Covid-19 pre-cautionary measures.
2	Lack of Capacity Building	<ul style="list-style-type: none"> Encourage multi-skilled workforce. Staff rotation.
3	Increase in Illegal sand/gravel extraction activities	Introduction of relevant law to penalize illegal sand/gravel extraction activities.



Joint inspection with MRD,
Environment & DLOCE



Joint inspection with MRD,
Environment & DLOCE

VALUATION DIVISION

OVERVIEW

The Valuation Division is headed by the Chief Valuer who is also the Chief adviser to Government on all valuation matters. The division undertakes valuation works for Government ensuring equitable compensation payment for properties acquired for capital projects. All state owned assets in towns and cities are liable for rates and the division ensures all dues are paid in accordance to Local Government Act, 1972. Also, the division is responsible for iTaukei land Leases to State ensuring that proper valuation and negotiations with iTaukei Lands Trust Board and private landlords are done.

There are three main Sections within the Valuation Division namely;

1. Acquisition and iTaukei Leases to State and Special Valuation,
2. Rating Valuations, Statistics & Property Market Research Section and
3. Rental & Estates

STAFF STRUCTURE

The Valuation division is headed by the Chief Valuer and consists of 3 major Sections; Acquisition, iTaukei Leases to State (TLTS) , Special Valuations , Rating, Statistics and Property market and Rental and Estates Section. The division has a total of fifteen (15) staffs.

ACHIEVEMENTS, SIGNIFICANT TRAININGS AND EVENTS

The Valuation division has had an eventful and demanding financial year where staff have had to multitask in order to achieve its set out target and meet its regulatory function and role

SPECIFIC AGENCY OBJECTIVES	STRATEGIES FOR IMPLEMENTATION	TARGET	ACHIEVEMENT
Land Acquisition For Public Purposes	<ul style="list-style-type: none">• Acquire and transfer Land Interest to State• Verify and approve valuation basis and Valuations undertaken for all statutory bodies (Fiji Roads Authority/Water Authority of Fiji)/Land Use Division	20	11
Special Valuation	<ul style="list-style-type: none">• Asset Valuation For Financial Management	<10	23

CONTINUED

SPECIFIC AGENCY OBJECTIVES	STRATEGIES FOR IMPLEMENTATION	TARGET	ACHIEVEMENT
Administration of iTaukei Leases to State	<ul style="list-style-type: none"> Applications of New Leases submitted to iTLTB. 	<ul style="list-style-type: none"> 10 	5 (Qtr. 3 & 4 – Follow ups were done and counter offers were facilitated)
	<ul style="list-style-type: none"> Applications for Renewal of iTaukei Lease submitted to iTLTB. 	<ul style="list-style-type: none"> 15 	5 <ul style="list-style-type: none"> 3 Lease documents received 1 AFL endorsed; sent to TLTB 1 acceptance lease offer Follow ups with TLTB were being done for applications lodged.
	Reassessment of Rent on existing iTaukei Land Leased to State	25	28
	Assessment of Premiums for Non-Government Schools	10	12
Municipal Councils Rate Demand Notices	Consult municipal councils for their rates demands and complete verification	650	1,111
Sexennial revaluation	Rating Valuation for Municipal Councils.	3491	Ba Revaluation- 1,749 Rakiraki – 734 Nasinu – 1020 <hr/> 3503

CONTINUED

SPECIFIC AGENCY OBJECTIVES	STRATEGIES FOR IMPLEMENTATION	TARGET	ACHIEVEMENT
Maintenance of valuation roll	Undertake Roll Maintenance valuation for local authorities under the Local Government Act 1972	100	198
Sales Information	Collation of property sales data	1,500	1,220
Property sales	Production of monthly property sales.	150	264
Property Market Report	Production of Property Market Report	1	1 (Ba Town Property Market Report completed in 4th Qtr.)
Rental reassessment	Collate data on leases due for reassessment in 2019 and undertake assessment of rental.	1, 276	1, 675
Assessment of rentals/leasehold market value/premium	Undertake and submit valuation requests for issue of new leases	320	813
Assessment of penal rent	Assessment of penal rent for breach of lease conditions completed	45	28 (On request basis only)
Valuation for government renting (office accommodation & quarters)	Rental valuation for Government quarters completed	25	42

CHALLENGES & WAY FORWARD

NO.	CHALLENGES	WAY FORWARD
1	Lack of Capacity Building	<ul style="list-style-type: none"> • Recommend staffs to attend training and workshops • Knowledge sharing • Encourage staffs (valuers) to do their project and be registered



NAUSORI AIRPORT EXTENSION COMPENSATION PAYMENTS

The Minister of Lands and Mineral Resources, Honourable Jone Usamate paid out a total of \$620,000 to 9 leasing tenants who had been affected by the Nausori Airport Extension.



GEOSPATIAL INFORMATION MANAGEMENT DIVISION

OVERVIEW

The Geospatial Information Management Division manages the ministry's land information system, mapping and IT. As stated in the National Development Plan for the adoption of new initiatives, the division during the financial year continuously worked towards producing and upgrading maps, purchasing of unmanned aerial vehicle (UAV), updating and storing of land records, approved plans and legal diagrams, ensuring quality of service with timely distributions.

STAFF STRUCTURE

The Division is headed by Director for Geospatial Management (DGIM). There are 2 Sections within the division; the Mapping and FGISS Section which are headed by their respective Principal Geospatial Officer. Within the Mapping Unit there are 4 sections; Air Survey, Cartography, Statutory and Draughting, each headed by their own Senior Geospatial Officers. The FGISS section also has 4 units which are headed by their respective Senior Geospatial Officers. The Division consists of fifty (50) staffs.

ACHIEVEMENTS, SIGNIFICANT TRAININGS AND EVENTS

GIM OUTPUTS	ACHIEVEMENT
Cabinet paper	Paper has been approved by Cabinet. The VanuaView platform allows customers to view Fiji's land parcel information at the click of a button
Maps	Levuka Street Map , Viti Levu Tikina Map , Vanua Levu Tikina Map
Projecting Mapping	6/6
Historical Sales Reports	5/5
Approved Survey Plans Charted	
Verify & link of State, Freehold and i-Taukei leases/dealings	1017/1000

CONTINUED

GIM OUTPUTS	ACHIEVEMENT
Charting of approved Survey Plans	362/240
Gravel licence mapping on GIS	62/16
Update CCMS	2209/500
Preparation of legal diagrams	1619/1600
Scanning of historical sales reports	98/80
PPs scanned	67/60
Revenue – Sales of Maps	\$158,924.23/\$120,000

CAPEX

Acquisition of Unmanned Aerial Vehicle(UAV)

- The purchase of the UAV allows wider coverage, especially for large-scale mapping, land/foreshore development monitoring, gravel extraction works and disaster assessment
- Five officers in the Division received their drone pilot license
- Awareness programs with relevant agencies were undertaken

Purchase of Large Format Scanner

- The scanner enabled effective management and preservation of historical land information records through digital copies. The information is kept by the Draughting Office. Such information is made available to any interested parties thus contribute to a 'knowledge based' society.
- Also, since the land information is in digital format, it is thus accessible for future reference and record. In this way people are empowered as they have access to factual data.

The following training was provided to the Geospatial Division:

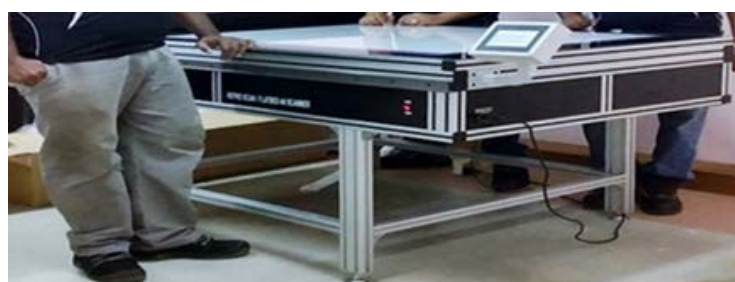
- Two officers successfully completed their Fiji Public Service Survey & Draughting Examination.
- The Geospatial Information Management Council meetings continues to be a unifying arm of all GIS users in Fiji, whereby new initiatives are discussed and ideas shared.
- Malaysian Technical Cooperation Programme (MTCP) COURSE - Information Technology Management In Public Sector (ITMPS): e-GOVERNANCE
- JICA Training On ICT for the improvement of Government Capacity and Services(A)

CHALLENGES & WAY FORWARD

NO.	CHALLENGES	WAY FORWARD
1	Implementation of the approved National Geospatial Information Strategy due to the many institutions.	More awareness and collaboration with stakeholders within the geospatial information management field.
2	High Staff Turnover – The provision of services whilst maintaining operations in the midst of staff movement and recruitment is indeed a challenge	<ul style="list-style-type: none"> • Adapt to the changing environment • Identify the right staff in priority areas
3	Database Enhancement – There is a need to reinforce the use of database systems in terms of data entry and deriving analysed data to all users	Regular communication and provide timely and accurate land information update to the database system. This improves efficient lease processes, planning and better decision making



Unmanned Aerial Vehicle (U.A.V)



Large Format

LAND USE DIVISION

OVERVIEW

With the Government's endeavor to advance the management of the Land Reform System; the Land Use Division was established to facilitate the utilizing of 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 State.

STAFF STRUCTURE

The Land Use Division is headed by the Director Land Use assisted by the Principal Land Use Officer. There are five senior officers/team leaders and a Lands Officer directly responsible for the five technical units operating under the Land Use Division. The Division consists of twenty nine (29) staff.

ACHIEVEMENTS, SIGNIFICANT TRAININGS AND EVENTS

The Land Use Division continues to strengthen its service deliveries through empowering the iTaukei land owners to attain the maximum return from their land and collaborating with investors to develop those lands being deposited in the Land Bank. Ultimately, such arrangements contributes towards economic growth Fiji's GDP.

The Director Landuse was also assigned dual role to oversee the smooth running of Landuse Division and Divisional Land Manager Northern towards the end of 2019 due to the vacant position of the Divisional Land Manager Northern.

Below is the schedule of achievements by the Division aligned to its Annual Corporate Plan/Business Plan [COP] targeted outputs for the 2019-2020 financial year.

The Division suspended the construction development of Yako (construction development of 24 high end lots) due to insufficient funds available and the reduction of budget after COVID-19.

STRATEGIES	TARGET	ACHIEVEMENT
Conveyancing	6	9
Consultations & Public Relations	73	85
Total Acreage –viable land designated	1000	1000 acres
Lease Monitoring	240	240
Number of designated iTaukei land surveyed	8	8
Number of valuations for designated land	243	246
Number of designations leased	6	8
Marketing	60	65
Number of designated Land Developed (CAPEX)	6	8
LOU Consultation Workshop	1	None (due to revised budget)

CAPEX

MATAQALI	STATUS AS OF AUGUST 2019- JULY 2020	PENDING
Legalega Sub-Division	Variation due to new conditions imposed by WAF and FRA.	<ul style="list-style-type: none"> Street lights Standalone pole Zoning of civic and religious lots. Sewer line easement dispute.
Yako Sub-Division	<ul style="list-style-type: none"> Awaiting fund confirmation from budget Tender awarded 	<ul style="list-style-type: none"> Allocation re-directed to areas of need due to C19. Development suspended. LOU request for the reversion of land to LOU. TLTB response to quantum of expenses already borne by government.

CHALLENGES & WAY FORWARD

NO.	CHALLENGES	WAY FORWARD
1	Bad and changing weather condition which affected projects such as Legalega	Proper planning with realistic timeline
2	New conditions imposed by agencies that affected budget allocation	Strengthen collaboration and communication
3	Ever changing stance of Land Owning Units, in terms of boundary land designation, Trustees, payment of premiums, rentals etc.	Build a cohesive and healthy relationship with Land Owning Units at all stages of the Land Administration process.
4	Delay in obtaining approval from the Government Tender Board including development approval agencies in the execution of Capital Projects	Prioritize the designation and development of unencumbered State Land and the valuation of these subject sites



OFFICIAL HANDING OVER OF TITLE/FUNDS

Minister for Lands officiated cheque payout to LOU Matabala Volivoli for the subdivision and leasing of their 14 lots agricultural land in Savusavu.



MINERAL RESOURCES DEPARTMENT

GEOLOGICAL SERVICES DIVISION

OVERVIEW

The Geological Services Division is tasked with the responsibilities of developing groundwater resources of Fiji and providing geological hazard assessment through earthquake and tsunami monitoring. To facilitate such responsibilities the Division is made up of;

- Hydrogeology Section;
- Drilling Section;
- Laboratory Section; and
- Seismology Section

Geo-hazard assessment are done through Geo-tech test-hole drilling. Also, the division coordinates public awareness on earthquake and tsunamis to rural communities located along the coasts.

STAFF STRUCTURE

The Geological Services Division is headed by the Manager Geological Services under the Director Minerals. Within the Division there are four sections: the Hydrology Section headed by the Principal Scientific Officer; Drilling Section headed by the Principal Technical Officer; the Laboratory Section, headed by Senior Technical Officer and the Seismology Section, headed by the Senior Technical Officer. There are around forty nine (49) staffs in the division.

ACHIEVEMENTS OF TARGETED STRATEGIES

NUMBER OF BOREHOLES DRILLED

BOREHOLE NO.	LOCATION	DEPTH	STATUS	DISCHARGE	DRILL RIG
BH 19/14	Waitabu, Lakeba	24	Success	0	Tone 300 Rig
BH 19/15	Waciwaci, Lakeba	30	Abandon	0	Tone 300 Rig
BH 19/16	Najia, Lakeba	45	Abandon	0	Tone 300 Rig
BH 19/17a	Salia, Nayau	7	Abandon	0	Ross Rig
BH 19/17b	Salia Nayau	9	Success	1	Ross Rig
BH 19/18a	Narocivo, Nayau	5	Abandon	0	Ross Rig
BH 19/18b	Narocivo, Nayau 2	9	Success	0.6	Ross Rig
BH 19/19	Nadari, Ba	50	Success	4.42	Tone Lejo
BH 19/20	Naua, Dreketi	60	Success	1.2	Fraste Rig

CONTINUED

BOREHOLE NO.	LOCATION	DEPTH	STATUS	DISCHARGE	DRILL RIG
BH 20/01a	Navia, Ba	75	Abandon	0	Tone Lejo
BH 20/01b	Navia, Ba 2	75	Success	1.5	Tone Lego
BH 20/02	Matawailevu, Ra	40	Abandon	0	Massenza Rig
BH 20/03	Nasea, Macuata	25	Success	2.6	Tone 300
BH 20/04	Vunicuecue, Labasa	70	Abandon	0	Tone 300
BH 20/05	Vunimanuca 1, Seaqaqa	70	Success	6	Fraste Rig
BH 20/06	Naqumu, Macuata	20	Success	2.5	Tone 300
BH 20/07	Island Chill, Tavua	0	Abandon	0	Tone Lejo
BH 20/08	Vunimanuca 2, Seaqaqa	0	Abandon	0	Fraste Rig
BH 20/09	Nayagi, Navua	25	Success	0	Fraste Rig
BH 20/10	Matawailevu, Ra 2	70	Success	1.9	Tone Lejo
BH 20/11	Qumusea Primary School, Macuata	20	Abandon	0	Tone 300
BH 20/12	Nayagi, Navua	20	Success	14	Fraste Rig
BH 20/13	Rarapatu, Rakiraki	40	Success	1.9	Tone Lejo
BH 20/14	Cawalevu, Bua	34	Success	1.8	Tone 300

- Total Number of Drilled Boreholes – 24
- Total Number of Sites Drilled - 19
- Total Large Islands – 14
- Total Small Islands - 5
- Total Successful boreholes – 14
- Total Abandoned boreholes – 10
- Success Rate – 73.7%

LABORATORY SECTION

Total of 592 water samples were analysed (including Hydrogeology, Environment and Private samples).

SEISMOLOGY SECTION

One of a remarkable progress 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 twenty four (24) hours seven (7) days of shift work operation. The recruitment of ten (10) project officers to work on shift rotation contributed to the enhancement of their work performance. The ongoing recurrence of seismic activities within the SW Pacific belt prompted the need to monitor and be as on watch around the clock for any potential tsunami activities and risks in Fiji.

RETICULATION SITES

SITES	STATUS
Savusavu School, Nadroga	Completed
Nakorokula Village, Nadroga	Completed
Qerelevu, Ba	Completed
Nakavika, Ba	Completed
Qelemumumu Village, Labasa	Progress
Sese, Saqani	Progress
Navukebuli Village, Macuata	Completed
Wainivesi, Kubulau, Bua	Progress
Namuka District School, Macuata	Progress



**Groundwater Reticulation
at Navukebuli**

Celebrating World Water Day



Celebrating World Water Day this week, the Geological Services Division of the Ministry has successfully completed the survey, drilling and the development of groundwater as a source for water supply for the following communities in Macuata: Naua, Dreketi & Nasea, Dreketi, members of these communities will now have access to safe and sustainable source of water for drinking and other uses.

CHALLENGES AND WAY FORWARD

CHALLENGE	WAY FORWARD
Vacant Positions	Confirmation/regularization of project posts
Training for staff	Provision of relevant training to staffs especially on Seismology.

GEOLOGICAL SURVEY DIVISION

OVERVIEW

The Geological Survey Division ensures the building of resilient communities and improving livelihood through the Sustainable Development Plan by mapping of resource based sectors. These duties includes the promotion and marketing of mineral prospects. The Division also empowers resource owners through awareness programs of available resources to improve living standards and encourage sustainable development within the communities/village setting.

STAFF STRUCTURE

The Geological Survey Division is headed by the Manger Geological Survey. There are a total of sixteen (16) established positions.

ACHIEVEMENTS

Mineral Investigation Project (MIP)

There were 4 (four) prospects identified for the financial year;

1. Vitina and Rauriko Prospect, Dogotuki, Vanua Levu
2. Nubu Phase 2 Prospect, Nadogo, Vanua Levu
3. Wailevu Prospect at Tikina Tunuloa
4. Yasawa Phase 2 Prospect at Tikina Saqani, Vanua Levu

Prior to any fieldwork, the observance of traditional Fijian protocols are undertaken. Fieldwork include: geochemical sampling along rivers and creek tributaries and soil sampling along the ridges. Geological mapping was undertaken along creeks, road cuts and ridges to identify potential alteration and mineralization zones for the Prospect and to confirm geological units and contacts. Base maps were prepared and digitized for the prospect.



Engineering team conduct traditional sevusevu and consultation at Vaturomulo and Vatukuca Village for the Seamless Mapping Program for Korotasere area.



Pale-yellow dacite occurring along Nawi creek. It mostly occurs along the creek beds as flows.



Specks of oxidation is evident in the hand sample.



Columnar jointed andesite unit Right Andesite dyke cutting through matrix supported breccia.



Prospects for 2019/20 period were conducted in the following areas:

1. Yasawa Prospect Phase 2, Saqani, Cakaudrove, Vanua Levu
2. Wailevu Prospect, Tunuloa, Cakaudrove, Vanua Levu

Table 1: Table showing figures of samples collected for the Yasawa Phase 2 and Wailevu prospects:

PROSPECT	STREAM SEDIMENT SAMPLES	ROCK CHIP SAMPLES	SOIL SAMPLES
Yasawa Prospect Phase 2	77	24 of which 5 were submitted for geochemical analysis	55
Wailevu Prospect	35	7 of which 3 were submitted for geochemical analysis	25

Digitization of base maps include:

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



Left to Right - Officer cleaning a sediment sample along Nakavika Creek (Yasawa village) for geochemical analysis. Officers updating field notes and photo filing at camp site, Vanuavou village. Officer inspecting a rock specimen, Yasawa Prospect Phase 2. Stream sediment sample collection, Wailevu Prospect.

SEAMLESS MAPPING PROGRAM

The Seamless Mapping Program is carried out concurrently with the digitizing of geological map sheets for the 2 main islands in Fiji; with a total of 14 geological map sheets for Vanua Levu and 20 geological map sheets for Viti Levu.

For the 2019/20 Seamless Mapping Program the Division completed geological mapping program for seams of:

1. Geological map sheets 1 - 6 and 2 in the Vunivutu area, Nagasauva and Cawaro areas in Vanua Levu.
2. Geological map sheets 6 – 7 and 7 – 12 – 13 in the Korotasere area in Vaturova, Vanua Levu.

Detailed geological reports are done following the seamless mapping programs and relevant updates and amendments with all GIS layers / data are published in the geological map



Figure 1. Alternating tilted laminated beds of bleached coarse and fine layers and Figure 17 (bottom) Glassy and green dacite clasts occurring in the Vunivia Breccia units.



Figure 18 (left) and 19 (right) Geological Mapping Traverse conducted along Naua and Saivou Creek, Korotasere.

GEOLOGICAL INFORMATION PACKAGE

Population of the MIP Database and the compilation of the MIP Data Package and Mineral Marketing include a detailed summary of data collected for a prospect such as previous work and results undertaken by past exploration companies, geological information or data and geochemical results and interpretations following sampling programs.

The detailed mineral data package is compiled to promote and raise awareness on idle prospects in Fiji.

Mineral Marketing - Activities conducted under the mineral marketing component of the Mineral Investigation Project included the production of posters for the Yasawa Phase 2, Nubu Phase 2, Vitina and Wailevu prospects. Rock samples collected during fieldwork under the MIP and seamless mapping surveys provide an update of the geological information in the geological museum.

Marine Geology and Offshore Minerals

The Ministry is involved in the Maritime Affairs Coordinating Committee (MACC) and the continued seaworthiness of the Department vessels. Quarterly MACC meetings are held and organised by the Ministry of Foreign Affairs (MoFA) with discussions of all maritime affair issues.

The MACC committee is mandated through cabinet and oversees all maritime issues from the;

1. Review of National and International Legislation and treaties,
2. Progress with Fiji's delimitation, negotiation of the maritime boundaries (EEZ) and finalise Fiji's Full Submission to UNCLOS and the;
3. Review of all Marine Scientific Research Cruise request into Fiji's EEZ and the acquisition of all MSR scientific data.

The 19th Maritime Boundaries Working Session was held in December 2019 in Sydney, Australia. Discussion points were focused on the:

1. internal process of the Fiji – Solomon's Islands treaty agreement and
2. the deposition and enforcement of the Fiji-Tuvalu treaty document at UNDOALAS and
3. Note verbal on the bilateral meeting with Fiji –Vanuatu [Fiji and France treaty agreement regarding New Caledonia]

The Division staffs were also part of the National BBNJ Workshop that was held in March 2020 at the Novotel in Lami and the Maritime Boundaries workshop at the Holiday Inn both facilitated by the Ministry of Foreign Affairs.

MV Yautalei and MV Vatutalei vessels

In the 2019/20 FY a Cost Benefit Analysis (CBA) was conducted on the MV Yautalei by the Fiji Ships & Heavy Industry Limited (FSHIL). Approval was granted by the Permanent Secretary of Economy for the ships' hull to be disposed along with the vessel trailer.

Geological Hazard Assessment Disaster Risk Reduction and Risk Management

The Division contributes to this sub-output through the facilitation of geotechnical survey requests conducted on an ad-hoc basis that include geotechnical assessment for proposed developments, consultation and advice, geohazard and aggregate assessments as well as Rock Resource Lab test reviews and the continuous updating of the landslide database.

Engineering Geology Projects undertook adhoc requests received from other government departments, communities, companies and individuals within the financial year for geotechnical assessments on new developments, geohazard mapping, landslide assessments and aggregate resources assessments. These requests included 18 geotechnical site assessments, 11 landslides and 8 aggregate assessments that were either undertaken as preliminary or detailed surveys.



PROPOSED SOA VILLAGE HALL

Soil hand auger drilling to visually assess the subsurface soil profile and consistency including ground water table



Figure 19. Seismic refraction survey (geophysical survey) conducted along the proposed site for the Soa village hall to determine subsurface depth to bedrock and alluvium thickness.

GEOTECHNICAL SITE ASSESSMENT FOR THE PROPOSED 70kW SOLAR FARM SITE AT SALIA VILLAGE, KIOA ISLAND site 1 along Namosi Creek, Nadi



Engineering geological mapping and creek profiling conducted along the proposed Flood Mitigation Dam Site 2 located 2.2km downstream from the proposed dam site 1 along Namosi Creek, Nadi



Engineering Geological Mapping and GPS Survey over the Proposed Flood Mitigation Dam Site 1 Centreline Axis in the Namosi Creek, Nadi.



Technical officers conducting hand soil auger drilling over the proposed solar farm site, Salia Village to investigate the subsurface soil condition, profile and perched water table.

MIP Posters - Through the promotion of idle prospects for further exploration by interested investors; the Division was able to produce Prospect posters for the prospects covered in the 2019/20 FY. These posters will be displayed during roadshows and uploaded in the Department website to further support and promote a sustainable mining industry in Fiji.

Geothermal Project - Investigation for Development of Geothermal Power in Fiji focusing on the Labasa and Savusavu prospects on Vanua Levu was completed in August of the 2019/20 FY. The main aim of the project is to identify potential sites for exploration wells.

The field component of the project involved close consultation and awareness to the relevant landowning units of both prospects, site clearance for the laying of 1200 m electric cables to form a 300 m x 300 m loop, and acquiring resistivity data in strategic stations of the prospects. These are listed as follows:

1. Labasa prospect – 75 sounding stations (60 confirmed + 15 additional)
2. Savusavu prospect – 45 sounding stations (37 confirmed + 8 additional)

Following the fieldwork component of the project, a project report was submitted to the Department and a cabinet paper was formulated to inform Cabinet of the project and its progress following work that was undertaken in the Labasa and Savusavu prospects with a total of 120 sounding stations



Geothermal briefing prior to field deployment;
Capacity building training for the new graduates / MIP project officers



CHALLENGES AND WAY FORWARD

CHALLENGE	WAY FORWARD
<p>Capacity Building Opportunities</p> <p>Considering the high number of adhoc requests received by the Division; internal and external capacity building opportunities are missed by the officers as they are usually committed with fieldwork out in the field – missing timeline for submission of applications.</p>	<p>Support for capacity building opportunities</p> <p>The Division anticipates the opportunities for more short term and long term studies for the Division staffs to raise their capacity towards executing work.</p>
<p>Field worthy vehicles - The Division only has one 4 x 4 field worthy vehicle; GR263 and proper management and planning of the activities of the Division to ensure the Division is able to deliver as targeted – Mineral Investigation Project (4 prospect sites in Vanua Levu), Seamless Geological Mapping (2 sites in Vanua Levu), Aggregate resource mapping, landslide assessment and adhoc requests received for geotechnical assessments.</p>	<p>Engagement of Field Worthy vehicles</p>

ENVIRONMENT DIVISION

OVERVIEW

The Division is responsible for the assessment and monitoring of river-gravel extraction, fine sand dredging and all foreshore development leases and licenses. The monitoring of the environmental impact of mining and quarrying activities is also a key role of the division whereby a special budget allocated for “*Environmental Monitoring for Mines and Quarries*”.

The Environment Division is responsible for environmental monitoring and risk assessments while the Foreshore Development unit under the Lands Administration is responsible for the issuance of foreshore leasing.

The core function of the division is aligned to the NDP Goal - A Sustainable Mining Industry by 2022, 100% compliance of operation to all environment and safety regulations.

Goal: Mining - *A sustainable Mining Industry*

Strategies: *Environment Control and Safety Regulation*

Output: *Licensing, Compliance & Monitoring Environment Law*

- (10) Ensure SPL, Mining, Quarrying, River Gravel, and Sand Extraction license holders comply with the relevant environmental legislation as well as foreshore developers' close monitoring
- (8) Community Awareness of Environment Statutes Relating to Mineral Exploration, River Gravel Extraction, Foreshore, and State Land Development

STAFF STRUCTURE

The Division is headed by the Chief Environment Officer. It has a total of eight (8) Staffs.

ACHIEVEMENTS

		MINES	QUARRIES	TENEMENT	RGSE	FORESHORE
Q1	AUG 2019	3	1	4	6	0
	SEP 2019	0	0	3	16	1
	OCT 2019	4	7	3	14	4
Q2	NOV 2019	0	14	2	31	0
	DEC 2019	1	0	1	2	1
	JAN 2020	1	25	3	44	0
Q3	FEB 2020	2	13	1	26	2
	MAR 2020	2	0	3	23	1
	APR 2020	0	0	0	10	0
Q4	MAY 2020	3	15	0	48	0
	JUNE 2020	1	9	4	23	0
	JULY 2020	3	7	0	29	0
TOTAL		20	91	24	252	9



Officers conducting onsite water quality test and soil sampling for baseline data collection at TD #7, VGML

- Foreshore Unit relocating to the Environment Division office, Mineral Resources Department for ease of file movement and assessment.
- TANRDO officers supervisory role and reporting to Divisional Land Manager after training at the Environment Division for 1 year for RGE and SE monitoring

CHALLENGES AND WAY FORWARD

CHALLENGE	WAY FORWARD
Illegal RGE and SE extraction and monitoring.	Strengthen joint monitoring with other stakeholders and appointment of Environment Inspectors to enforce law and regulations.
The impact of COVID – 19 pandemic on lockdown and restrictions to field work movement with the reduced budget	Review of work plan
Couldn't meet laboratory analysis turnaround time.	Option for laboratory analysis at WAF, Ministry of Agriculture and USP
Lack of chemicals	Option for laboratory analysis at WAF, Ministry of Agriculture and USP
Issuance of Stop Work Notice to Mineral Exploration sites without advising the DMD and the Division.	Strengthen network with other relevant agencies eg Department of Environment.



Quarry Inspection



TA NRDO collecting water samples and water quality for sand extraction monitoring along Rewa River

GEOSCIENCE SUPPORT DIVISION

OVERVIEW

The Mineral Resources Department through the Geoscience Support Division is responsible for the Administration of all corporate matters including the facilitation financial matters and the management of Mineral Resources data and publications & Provision of Geospatial services through information Technological Support.

STAFF STRUCTURE

There are three Sections within the division headed by the Principal Scientific Officer. The Division consists of twenty nine (29) staffs.

ACHIEVEMENTS

Corporate

- Reviewed department organisation structure and aligned with P2P. A total of **18 Contracts** were processed for FY Aug 2019 – July 2020. Due to continuous discussion with Management, the budget for **Seg 1 & 2** was not overspent; despite the 5% reduction.
- Post processing – vacant and renewal of contracts & project appointments [Include number.
- Provide awareness and strengthening SOP in carrying out programme activities and this done through fortnightly symposium in-house.
- Provide regular updates on 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
- Facilitated overseas training; staff have been identified through succession planning and training needs analysis.

Local Training

NO:	COURSE NAME	TOTAL STAFF
1.	Open Merit Recruitment & Selection	7
2.	Effective Job & Interview Skills	5
3.	Customer Services	2
4.	Investigation Officers Training	1
5.	Effective Performance Management Training	5
6.	Procurement Training	5
7.	Records Management Training	7
8.	FICAC Training	3

STAR

The division through the Geospatial Unit was involved in the preparation and hosting of the 2019 STAR Conference held at Holiday Inn from the 19th to 22nd November, 2019. The conference is an annual event whereby geoscience professional from abroad and locals share their knowledge, ideas and experience for the enhancement of geoscience field in the region.



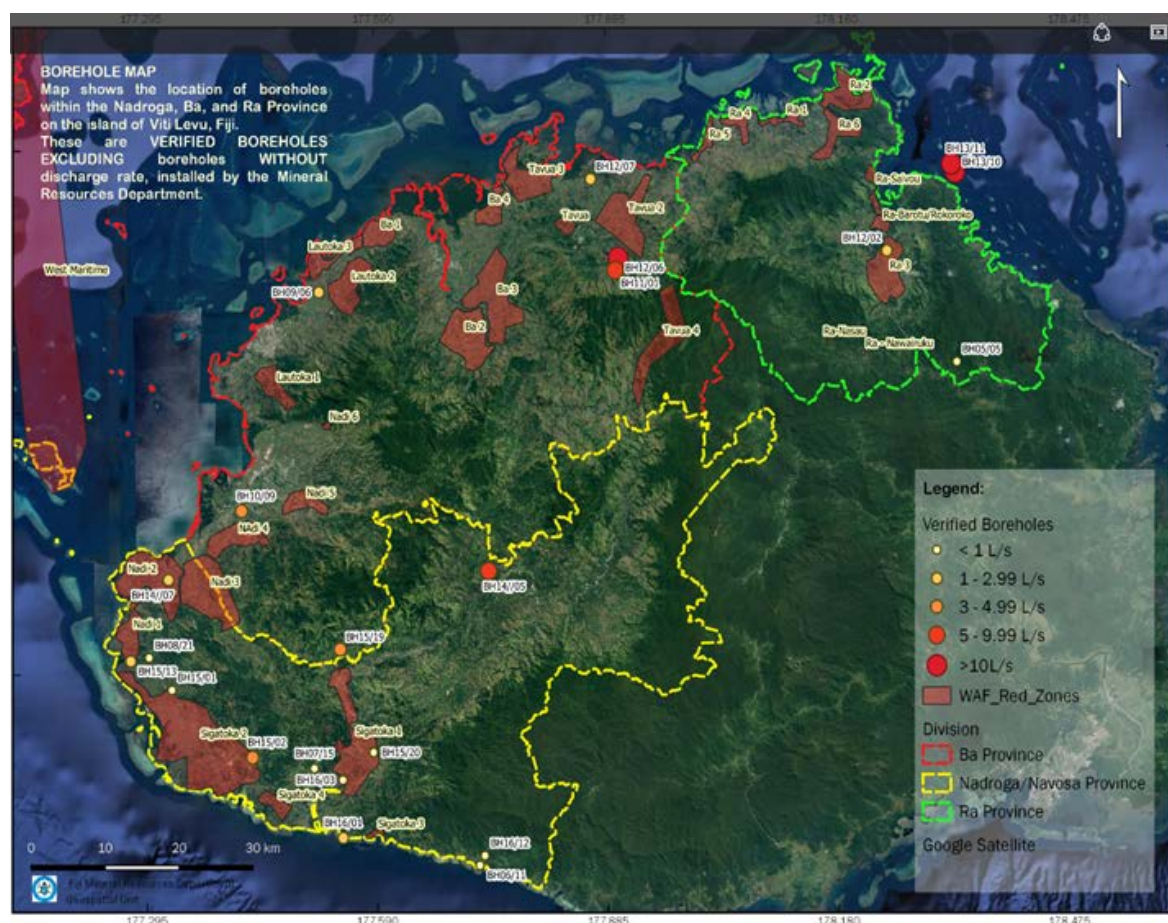
Public Awareness - Coordination of department participation at the USP Open Day, school visits and roadshow.

New Office Space - The renovation of new working space for the Environment Division and Geological Survey. This includes minor maintenance, network installation and configuration and installation of new telephone extensions.

Map/Database Development

- With the Geospatial Unit continuously provides support to the Geospatial needs of the four Divisions of the Department specifically for Hydrogeological water source related application, Tsunami, Earthquake, Geological, Marine, Mining and Environmental Impact Assessment applications.
- The development of three databases for the Mines Division. These are namely Gold and Silver records, Mineral Export records and the Bonds databases.
- The Unit continued our major support of work to the Mines Division this year with the updating of Tenement database on mining lease information, survey pegs digitization, boundary adjustments, provision of description files and quarterly maps print out and dissemination. 268 records was recorded at the end of July for Tenements.

- Updating of Geospatial locations for Earthquake data into the database is conducted weekly. End-of-year records was noted at 35509.
- Mapping of red zone area in the western division with no and insufficient supply of water as identified by the Water Authority in collaboration with the Hydrogeology Section of the department.
- Participate on risk assessment survey on the Mau landslides.



MIP Data Packaging - Collaboration work with Geological Survey division on the Mineral Investigation Project continued with the packaging of 2011, 2012, 2013, 2014, 2015, 2016 data.

Hardware & Software

- The purchase of desktop and field laptop to replace the old machines and the purchase of seven GPS JUNO 5D to equip field officers during field assessment.
- In addition, the purchase of new server, installation of Windows 2016 server and centralizing of data storage.

Library Services 2019-2020

Month	Internal Customers	External Customers	School Visit	Total Revenue
2019-August 2020-July	104	55	4	\$1974.75

New Initiatives Undertaken By the Division

- The Unit continued with the reviewing of processes and implementation of the changes that are adopted by MoE in terms of the processes within the Financial Management Information System and Government Payroll system
- Contributed to the reviewing of the Financial Instruction and Financial Management Act
- Worked in collaboration with the Geological Survey division to compile Mineral Investigation Data package and update geological map sheets through seamless mapping. New data collection methodology introduced to scientific officers.
- Standard Operating System on work flow with the various Division as support to the Geoscientist work was completed and submitted
- Mapping of the Tsunami Awareness location surveyed by the Seismology Unit from 2013 to 2019 was digitized. 346 records was created.

CHALLENGES AND WAY FORWARD

Month	Internal Customers	External Customers	School Visit	Total Revenue
2019-August 2020-July	104	55	4	\$1974.75

MINES DIVISION

OVERVIEW

The Mining Division oversees and facilitates development of the country's mineral sector, and manages the development of the Mining and Quarrying Sector. The Division aligns its work plans according to the National Development Plan (NDP) goal of "A Sustainable Mining Industry", and the Sustainable Development Goals. This is done through effective administration of all mineral tenements by continuous consultation/dialogue with landowners & stakeholders, efficient regulation of all mining and quarrying activities as stipulated under relevant acts and Facilitation and maintenance of a competitive minerals sector for Fiji.

STAFF STRUCTURE

The division is headed by the Manager Mines. There are a total of seventeen (17) staffs.

ACHIEVEMENTS

Division Consultation

- The Division exceeded its target of 50 consultation meetings per year as stipulated in the National Development Plan. The consultations consisted of both landowners and stakeholders meeting.

CORE Repository Project

- Planning and completion of construction of the Core repository Office.
- Recruitment and training of Core repository project officers.
- Creation of Core repository Standard Operation Procedure

Tenement Administration

New Applications	11
SPLs granted	0
SPLs renewed	7
PRs issued	35
SPL cancellations/ relinquishments	8
SMLs granted	0
SMLs renewed	0
SPLs to-date	30
SMLs to-date	8
SSRs to-date	4

- Successful processing of 85% renewal applications before expiry dates
- Exploration Tenement Expenditure Approximately \$8,528,616.60
- Advertising of Mt Kasi Tender



Meeting with Tenement Holder

OHS Inspections and Tenement Site Visits

The Mines Division through its four (4) units: Inspectorate, Resource Geology, Tenement, and Community, conducted inspections and site visits during the FY 2019 – 2020 for the following:

- 8 Special Mining Leases
- 44 Quarry sites
- 12 Explosive magazine sites
- Special Prospecting License Tenements



Inspectorate Mine inspection



Special Prospecting License Tenement Verification



Flame Tree Waimanu Quarry pit inspection



Explosives stock take

Mines Division Revenue Generation

The total revenue generated from the administration of the Mining, Quarries, Explosives, Petroleum Act for the financial year 2019 – 2020 amounted to \$249,093.02. The monthly breakdown for the revenue generated for government through the administration of these various acts is shown in the table below.



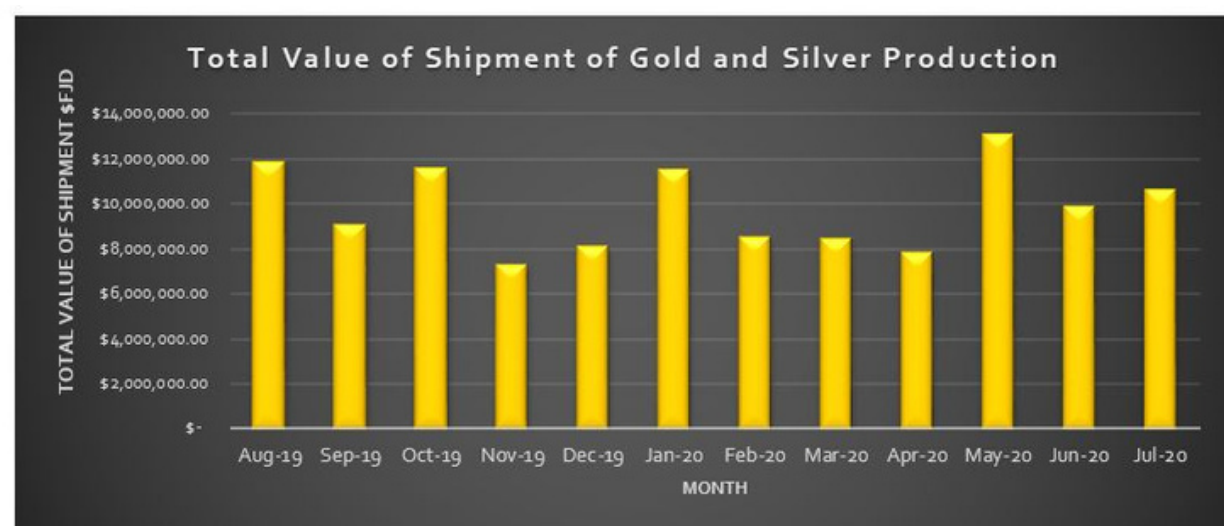
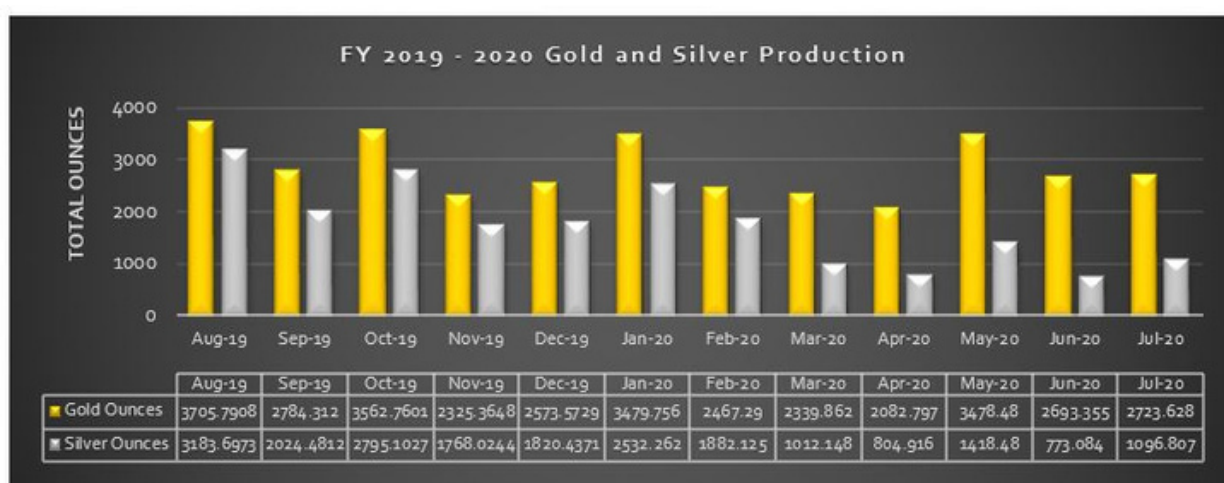
Mineral Production

For the Financial year 2019 – 2020, two mining companies were producing and exporting minerals namely Amex Resources Pte Ltd (Iron Sands) and Vatukoula Gold Mines Pte Ltd (Gold & Silver). Below are the details of the mineral export data from the producing mining companies for the period August 2019 – July 2020.

Name of Company	Mineral Produced	Quantity (Tons)	Value of Shipment (\$FJD)	Royalty Received
Amex Resources Pte Ltd	Iron Magnetite	28,000	\$1,954,260.00	\$58,268.00
Amex Resources Pte Ltd	Iron Magnetite	45,000	\$2,810,565.00	\$84,746.27
Amex Resources Pte Ltd	Iron Magnetite	31,000	\$1,993,965.55	\$59,818.96



Name of Company	Total Gold Ounces	Total Silver Ounces	Total Mineral Ounces	Total Value of Shipment (\$FJD)	Total Royalty Received	Total Royalty Paid
Vatukoula Gold Mines Pte Ltd	34,216.97	21,111.56	55,328.53	\$118,721,761.97	\$3,570,869.32	\$2,856,692.87



Fair Share of Mineral Royalties

A total of \$2,856,692.87 was paid out to landowning units from royalty received from mineral production at SML 55 – Vatukoula Gold Mines Ltd mining operation. A total of \$267,855.53 was paid to the Nasomo landowning unit while \$2,588,837.34 was paid to VGML as the free hold land owner.



Workshops/ Trainings Attended

Workshop	Period	Country
1. Science, Technology And Resources (STAR) Conference 2019	20/11/19	Suva, Fiji Islands
2. Deep Ocean Resource Development – Exploration for Polymetallic nodules International Seabed Authority (ISA)	21/7/19 - 28/8/19	Japan
3. IGF Forum on Mining Minerals, Metals and Sustainable Development.	7/10/19 - 11/10/19	Geneva, Switzerland
4. Global Stakeholders Workshop & NORI's – Program to Assess Environmental and Social Impact.	5/2/20 - 6/2/20	San Diego, California, USA

- Consideration of the implementation of notification meetings with landowners as part of licensing process. In this case, landowner support meeting is to be omitted.
- Creation of form 18 and 13 assessment template.
- Review of SOP under the Mining, Quarries and Explosives Act to streamline the vetting, preparation and issuance of certificates, licenses and permits stipulated under the acts.
- Development of internal vetting checklist for licenses and certificates issued to enable more efficient processing of applications.

- Compilation of revenue received from administration of various acts.
- Preparation of new registers for recording quarterly and annual reports.
- Formulation of tenement inspection template.
- Formulation of intern training guideline to tenement unit.
- Work in progress for online report assessment with GIM.

CHALLENGES AND WAYFORWARD

No.	Challenges	Way forward
1.	Pre-existing landowners differences create different perspectives into Mining and Exploration by landowners	MRD and NGOs to work together in consulting landowners and also to share ideas in promoting this Mining sector

POLICY (POLICY & MONITORING) & QUALITY ASSURANCE DIVISION

OVERVIEW

The Policy and Quality Assurance Division's (PQA) key role is to provide research and analytical assessment for policy support to the Minister for Lands & Mineral Resources and Permanent Secretary through Deputy Secretary. The main function is to provide secretariat support to MLMR & PSLMR through executive support, coordination of policy/cabinet papers, systems & process monitoring, media and complaints monitoring and effective execution of two of its projects: harmonization and rental arrears collection. The Policy & Quality Assurance has orientated its programs and activities in accordance to the overarching Ministry's strategic priorities of the Ministry's 2019/2020 COP, 2018-2022 SDP & Fiji's NDP

STAFF STRUCTURE

The Division is headed by the Deputy Secretary and has a Principal Research Officer. The division has a total of seventeen (17) Staffs.

ACHIEVEMENTS

SPECIFIC AGENCY OBJECTIVES	TARGET OUTPUT	ACHIEVEMENT/PROGRESS
Cabinet Papers	Vanua GIS – Commercialization	Cabinet decision received (CD 281/2019)
	Status Update On The Compensation Of The Fairshare Of Mineral Royalty	Cabinet decision received (CD 292/2019)
	STAR 2019	Cabinet decision received (CD 209/2019)
	Progressive Update On 2018/2019 Mineral Investigation Project	Cabinet decision received (CD 26/2019)
	Progressive Update On 2018/2019 Groundwater	Cabinet decision received (CD 26/2019)
	Proposed MOU Between MLMR & NIV	Cabinet decision received (CD 282/2019)
	Fiji's Involvement At The International Seabed Authority (ISA) Information Paper	Cabinet decision received (CD 291/2019)
	Annual Report (2011,2012,2013)	Cabinet decision received (CD 116/2019)
	Memorandum Of Agreement For Oceania Regional Seismic Network Data Sharing For Tsunami Early Warning In The South West Pacific	Cabinet decision received (CD 145/2019)
	Annual Report (2016-2017, 2017-2018) Of The Fairshare Of Mineral Royalty – 15/11/18	Cabinet decision received (CD 150/2019)
MLMR Internal Policies	MLMR Gender Policy	Approved and implemented
	MLMR Password Policy	Approved and implemented
MLMR Business Plan Monitoring	Quarter 1 2019/2020 Report	<ul style="list-style-type: none"> • Internal verification conducted • Report with percentage performance submitted
	Quarter 2 2019/2020 Report	<ul style="list-style-type: none"> • Internal verification conducted • Report with percentage performance submitted
	Quarter 3 2019/2020 Report	<ul style="list-style-type: none"> • Internal verification conducted • Report with percentage performance submitted
	Mid-term Report	Progress report submitted
	Costed Operational Plan	Progress report submitted
MLMR QPPR	Quarter 2 QPPR (capital project, operational project and budget utilization update)	Report formulated and submitted
	Quarter 3 QPPR (capital project, operational project and budget utilization update)	Report formulated and submitted

CONTINUED

Additional Reports	PSLMR Critical Reports	Reports formulated and submitted
	State of Economy Report	Reports formulated and submitted
	Capital Project Grant 2018/2019 update request	Update formulated and submitted
	KPI Performance Matrix	Matrix formulated and presented
Parliament Sitting	MLMR Statements - 9	
	Response to Audit Report - 2	
	Response to 9 Oral & 2 Written Questions	
	Response to petition submitted - 1	
	Response to Consequential Bill - 1	
Complaints Advocacy Unit	100% resolution of complaints lodged	Total of 47 complaints received and resolved
	Investigations attended to	21
	Senior Management Board Update	10 presentations
	"Help Desk" Database	Updates as and when required
Media Relation	Social Media updates	139
	Ministry events covered	17
	Talkback shows	6
	Fiji Focus	10
	Media Interviews	22
	Quarterly Newsletters	4
	Media Queries and Questions	15
	Videos	13
Quality Assurance Report	10 Quality Assurance reports prepared and submitted	<ul style="list-style-type: none"> i. MLMR Standard Operating Procedures (SOP) ii. Gravel Licence iii. Correspondence iv. Gravel Licence Data v. Lease Expiry vi. Lease Renewal vii. Harmonization/Rental – North viii. Rental – West ix. Harmonization/Rental – Central Eastern x. Harmonization/Rental – West
	SOP Review	<ul style="list-style-type: none"> • Engagement of NTPC Officers; and • Internal consultation and consolidation of MLMR SOP Review
	MLMR COP 2019/2020	Compilation and finalisation of ministry COP
PROJECTS		
1. Project Saumia	\$16,000,000	\$15,314,374.36 (95.7%)
2. Project Harmonization	2500 leases to be harmonized	2572 leases were visited and assessed

NEW INITIATIVES:

- **Policy & Reporting**

Verification of Quarterly Reports - Over the years, the Ministry has been verifying evidence of reports submitted by Divisional focus points. However, a lot of paperwork was involved in this exercise.

This financial year, the unit had targeted paperless submissions of evidence through share drives. Divisional focal points in submitting reports will then load their evidence in share drives. So, officers within the unit can verify the evidence by accessing the share drive. Nevertheless, there are still a few programs that would need site visits.

This is a cost-cutting measure as it reduces traveling time and cost. It also reduces turnaround time.

Cabinet Paper Submissions – Provide one-to-one sessions with officers responsible for Divisional Papers and submissions. This has assisted the officers in drafting papers and the type of information to be provided in alignment to government programs and their beneficiaries.

- **Complaints**

Help Desk – Issuing tickets and sending reminders to Senior Managers on their responses.

Networking – Build good relationships within the divisions and also with external parties through face-to-face meetings and visitations.

- **Media**

Creation of a standard Ministerial Newsletter – There had been no proper newsletter circulated in a timely manner until the unit began to monitor and devised a template to improve data gathering and dissemination of information.

Usage of online programmes – With the creation of Newsletter templates, a programme was identified to expedite the process of formulating newsletters. The program has improved the formulation of newsletter to a more efficient and effective one whilst saving costs.

- **Quality Assurance**

QA activities- Devising of new forms such as correspondence forms and gravel extraction templates.

Field Deployment Report – Report findings were disseminated to the divisional land managers for their necessary action and monitoring.

Arrears Undertaking – Encourage installment payments and monitor them.

CHALLENGES AND WAY FORWARD

UNIT	CHALLENGES	WAY FORWARD
1. POLICY & REPORTING	i. Policy & Reporting: <ul style="list-style-type: none"> ▪ Amendment of BP due to the COVID 19 pandemic. ▪ Submission of Cabinet and Policy Papers. ▪ Response from other agencies on the Cabinet Papers. 	<ul style="list-style-type: none"> ▪ Internal circular to senior managers on a quarterly basis, allowing time for amendments to their BP's (if any) and signed approval. ▪ Presentation and one-to-one sessions with responsible Managers and Directors on the submissions and responses to comments. ▪ Strengthen networking with other agencies. But if comments are still not received intervention from PSLMR/MLMR is sought.
2. COMPLAINTS	<ul style="list-style-type: none"> ▪ Lessees lack of knowledge on lease conditions. ▪ Lessees' ignorance to state lands policies and regulations. ▪ Ministry staff not taking ownership of complaints or lack of knowledge of state land Act & policies. ▪ Act/Policies/SOP are outdated. 	<ul style="list-style-type: none"> ▪ Strengthen public awareness. ▪ Ministry to take stringent approach and measure on those who breach lease conditions or rent defaulters. ▪ Internal lands administration training and improve coordination. ▪ Review of Legislations and policies.
3. MEDIA	<ul style="list-style-type: none"> ▪ Revised budgetary allocation due to COVID-19. ▪ The latest gadgets. 	<ul style="list-style-type: none"> ▪ Build up good communication. Skills and strengthen my relationship with the field officers to provide work coverage as quickly as possible. ▪ Multi-tasking. ▪ Practice cost efficiency to work smart with whatever limited and available resources and gadgets.
4. QUALITY ASSURANCE	<ul style="list-style-type: none"> ▪ Processing of leases. ▪ Updated information on lessees. ▪ Lessee complaints. 	<ul style="list-style-type: none"> ▪ Knowledge sharing and process improvement. ▪ Data management through regular verification. ▪ Legal options for defaulters by liaising with SG's Office and reviewing of relevant legislations. ▪ Strengthen collaboration with relevant divisional staff, stakeholders and partners.

CORPORATE SERVICES DIVISION

OVERVIEW

In support of the Permanent Secretary's leadership portfolio, the Corporate Services Division provides administrative management and policy in line with the Ministry's Finance and Human Resource programmes and activities. In this regard, the Division's core functions have been aligned to the National Development Plan stipulations on Financial Reform, Civil Service Reform and Good Governance. The Division has therefore strived to ensure that these activities were conducted within the legislative framework of government and at the same time fulfilling its supporting role to the dynamics of the ministry's core functions.

STAFF STRUCTURE

The Division is headed by the Director Corporate Service. A total of forty six [46] staffs are stationed at the headquarters main office with Divisional reps are based at the various ministry office's.

ACHIEVEMENTS, SIGNIFICANT TRAININGS AND EVENTS

The Division in alignment with the national and ministry's planning documents has successfully implemented the following:

1. Policy Support; development the of Ministry's Annual Corporate Plan, aligned to government's strategic development goals. Successful implementation of the Open Merit Recruitment System (OMRS);
2. Relevant training attended by the staff hence boosting their work performances and an improved working environment;
3. Job Evaluation was undertaken and implemented with new salary bands; and
4. Annual Financial Management Reform through the development of a Ministry Procurement Plan aligned to the Ministry's budgeted resources.

Policy Support

1. Contribution to 2019 – 2020, Costed Operational Plan and the Strategic Workforce Plan in coordination with ministry HODs.
2. Coordination of the 2019-2020 Performance Management Assessment
3. Revised the CSD SOP with ISO 2015:90001 standards.
4. Established the Asset Management Unit in alignment to government NDP stipulations on good governance and financial reforms.

Staff Training (Overseas & Local)

Around 200 staff attended both local and overseas trainings/workshops/conference and this has:

1. Led to Personal and Professional Development of staff;
 - 32 overseas training successfully completed.
 - 22 Local training attended
2. Officers are accredited after attending various skilled trainings,
3. Skills, knowledge gained from such trainings facilitated and corporate sectors and areas of benchmarking.

New Initiatives

Asset Management

- Asset Register
- Asset Listing Database

In the last financial year, the proper management of Asset was made a top priority with the appointment of a Full Time Asset Management Officer in the 3rd Quarter of the last financial year. The new Asset Management Officer progressed with the listing and verification of government purchased Assets for Lands Department which targeted the completion of the exercises for the Department by the end of the Financial Year and progress towards Board of Survey.

Training Unit

The Learning & Development checklist for the selection of officers attending Local and Overseas Training was implemented.

Employee Management

Introduction of selection of tool (Job Test) for Expressions of Interest for staffs who wish to apply for Relieving and Acting positions which is advertised internally.

Post Processing & Registry

Selection Report Submission Template – This Report summarizes the interview guideline for panel members which was implemented in the last financial year (assessment period from May 2018 to April 2019) – Additionally, the redefined version of this Report was created basically to capture important and relevant information for appropriate decision making in terms of the selection of the most meritorious applicants.

Job Test Selection tools –this was an area that was further strengthened in terms of the OMRS process which specifically carried more weight in testing the core role of a vacancy.

Introduction of Recruitment and Selection checklist implemented – this is another area of business process re-engineering whereby an area was further developed to advance and strengthened important areas aligned to the Guideline and the marking criteria used by Audits.

Introduction of benchmarking of scores for shortlisting and job testing assessments implemented – Benchmarking is essential in our process. This is a tool whereby allocated scores are duly agreed upon by all panels for which they are considered suitable for applicants to achieve in order to be shortlisted for job tests and interviews.

Introduction of scored matrix on qualification and experience implemented – scored matrix is necessary on all panel meetings. This is part of the process which is basically being used to score points on individual applicants based on the qualifications they provided which serves as proof of evidences.

Introduction on change in Job Test marking guide for selection panelist implemented – Job Test Marking Guide is also part of the job test that outlined in detailed with allocated weights aligned to the selection criteria as in the job description.

Introduction of payment of sitting allowance approved and implemented – incorporating this method is very helpful, especially for those trained panels outside of the government entity. As outlined in the Guideline, this was approved and has been introduced since then only to certain positions that require external panels from outside the Civil Service.

Adoption of the '5S' management tool in Registry implemented – with the introduction of this tool as part of the Unit BPR, this roll out exercise has positively impacted the work being done at Registry Section. The Unit itself is congested with files, however this management tool has enabled an effective work continuity in terms of Land Leases File movement.

JOB FAIR IN APRIL 2019



Margreet Sowowasa of MRD advising interested individuals on how to submit applications under OMRS Guideline and the relevant functions of the Ministry.



24th National Convention Quality and Productivity for Sustainable Productivity.

AUDIT FINANCIAL REPORT

For the financial year end

OFFICE OF THE AUDITOR GENERAL

Promoting Public Sector Accountability and Sustainability through our Audits



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



Telephone: (679) 330 9032
E-mail: info@auditorgeneral.gov.fj
Website: www.oag.gov.fj



File: 486

18 August 2022

The Honourable Jone Usamate
Minister for Lands and Mineral Resources
PO Box 2222
Government Buildings
SUVA

Dear Honourable Usamate

MINISTRY OF LANDS AND MINERAL RESOURCES

AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

The audited financial statements for the Ministry of Lands and Mineral Resources for the year ended 31 July 2020 together with my audit report on them are enclosed.

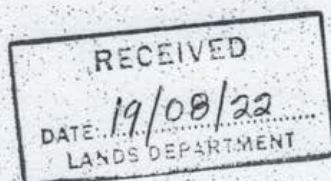
Particulars of the errors and omissions arising from the audit have been forwarded to the management of the Ministry for necessary action.

Yours sincerely

Sairusi Dukuno
ACTING AUDITOR-GENERAL

✓cc: Dr Raijeli Taga, The Permanent Secretary, Ministry of Lands and Mineral Resources

Encl.



OFFICE OF THE AUDITOR GENERAL

Provisional Public Sector Accounting and Financial Statements for 2020

August 18, 2020

Minister of Lands and Mineral Resources

Government of Guyana

Georgetown, Guyana

Ministry of Lands and Mineral Resources

P.O. Box 2235, Georgetown, Guyana

Page 10

The Hon.

18 August 2020

The Honourable Minister

Minister of Lands and Mineral Resources

P.O. Box 2235

Georgetown, Guyana

SUVA

MINISTRY OF LANDS AND MINERAL RESOURCES

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2020

Very truly yours,

Seva Dutt

ACTING AUDITOR GENERAL

RECEIVED
MINISTRY OF LANDS

18 AUG 2020

PERMANENT SECRETARY

RECEIVED

18/08/20

LANDS DIVISION

MINISTRY OF LANDS AND MINERAL RESOURCES

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2020**

Table of Contents

INDEPENDENT AUDITOR'S REPORT	3
MANAGEMENT CERTIFICATE	5
STATEMENT OF RECEIPTS AND EXPENDITURE	6
APPROPRIATION STATEMENT	7
STATEMENT OF LOSSES	8
DEPARTMENT OF LANDS TRUST FUND ACCOUNT	9
DEPARTMENT OF MINERALS TRUST FUND ACCOUNT	10
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS	11

OFFICE OF THE AUDITOR GENERAL

Promoting Public Sector Accountability and Sustainability through our Audits



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



Telephone: (679) 330 9032
E-mail: info@auditorgeneral.gov.fj
Website: www.oag.gov.fj



INDEPENDENT AUDITOR'S REPORT

Ministry of Lands and Mineral Resources

Report on the Audit of the Financial Statements

I have audited the financial statements of Ministry of Lands and Mineral Resources, which comprise the Statement of Receipts and Expenditure, Appropriation Statement, Statement of Losses, Main Trust Fund Account, Statement of Receipts and Payments for the financial year ended 31 July 2020, and notes to the financial statements including a summary of significant accounting policies.

In my opinion, except for the effects on the matter discussed in the Basis for Qualified Opinion paragraph, the accompanying financial statements of the Ministry of Lands and Mineral Resources are prepared, in all material respects, in accordance with the Financial Management Act 2004, the Finance Instructions 2010 and the Finance (Amendment) Instructions 2016.

Basis for Qualified Opinion

An unreconciled variance of \$2,362,575 exists between the FMIS general ledger and the report extracted from the Ministry's Crown Land Lease System (CLLS) for land and property rent revenue. Consequently, I was unable to establish the accuracy of the Land and Property Rent balance of \$14,650,325 recorded in the Statement of Receipts and Expenditure for the year ended 31 July 2020.

I have conducted my audit in accordance with International Standards on Auditing (ISA). My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Ministry in accordance with the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants* (IESBA Code) together with the ethical requirements that are relevant to my audit of the financial statements in Fiji and I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA Code. 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 those charged with governance for financial statements

The Management of the Ministry of Lands and Mineral Resources are responsible for the preparation of the financial statements in accordance with the Financial Management Act 2004, the Finance Instructions 2010, and the Finance (Amendment) Instructions 2016, and for such internal control as the Management determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's Responsibilities for the Audit of the Financial Statements


My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion.

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 judgement 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 the Ministry's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management of the Ministry.
- Evaluate the overall presentations, structure and content of the financial statements including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentations.

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


Sairusi Dukuno
ACTING AUDITOR-GENERAL



Suva, Fiji
18 August 2022

MINISTRY OF LANDS AND MINERAL RESOURCES

**MANAGEMENT CERTIFICATE
FOR THE YEAR ENDED 31 JULY 2020**

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 July 2020; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act 2004 and the Finance Instructions 2010.


Raijeli Taga
Permanent Secretary

Date:

10/9/2022


Timoci Samisoni
Manager Finance

Date:

08/08/2022



MINISTRY OF LANDS AND MINERAL RESOURCES

STATEMENT OF RECEIPTS AND EXPENDITURE FOR THE YEAR ENDED 31 JULY 2020

	Note	2020 (\$)	2019 (\$)
REVENUE			
State Revenue			
Land and Property Rent	3(a)	14,650,325	16,513,923
Fees Charges, Fines and Penalties	3(b)	1,195,068	735,423
Revenue from Surveys & Sales of Navigation	3(c)	495,566	590,807
Licence		28,875	32,504
Sale of Publications		1,591	894
Sale of Photographs		675	368
Mining Fees		199,966	67,413
Chemical		787	1,367
Commission		9,392	13,405
Hire of Plant & Vehicles		16,270	11,257
Valuation Fees		9,769	28,810
Total State Revenue		16,608,284	17,996,171
Agency Revenue			
Miscellaneous		1,972,777	1,616,104
Total Revenue		18,581,061	19,612,275
Expenditure			
Established Staff	3(d)	10,083,789	10,623,735
Government Wage Earners	3(e)	1,030,808	1,130,827
Travel and Communications		714,771	988,290
Maintenance & Operations	3(f)	4,107,312	5,789,357
Purchase of Goods and Services	3(g)	827,928	1,078,729
Operating Grants and Transfers		31,500	-
Special Expenditures		384,179	516,868
Total Operating Expenditure		17,180,287	20,127,806
Capital Expenditure			
Capital Construction	3(h)	3,820,943	6,483,990
Capital Purchase	3(i)	200,000	3,965,457
Capital Grants and Transfers	3(j)	244,889	2,191,101
Total Capital Expenditure		4,265,832	12,640,548
Value Added Tax		656,922	1,349,343
Total Expenditure		22,103,041	34,117,697

MINISTRY OF LANDS AND MINERAL RESOURCES

APPROPRIATION STATEMENT FOR THE YEAR ENDED 31 JULY 2020

SEG	Item	Budget Estimate	Changes (Note 4)	Revised Estimate	Actual Expenditure	Carry-Over	Lapsed Appropriation (Note 5)
		(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
1	Established Staff	10,162,687	(10,000)	10,152,687	10,083,789	-	68,898
2	Government Wage Earners	1,106,109	-	1,106,109	1,030,808	-	75,301
3	Travel and Communications	739,700	17,000	756,700	714,771	-	41,929
4	Maintenance and Operations	5,864,943	(30,303)	5,834,640	4,107,312	-	1,727,328
5	Purchase of Goods and Services	951,700	(34,000)	917,700	827,928	-	89,772
6	Operating Grants and Transfers	32,100	-	32,100	31,500	-	600
7	Special Expenditures	460,000	(29,000)	431,000	384,179	-	46,821
	Total Operating Expenditure	19,317,239	(86,303)	19,230,936	17,180,287	-	2,050,649
8	Capital Construction	4,311,667	75,000	4,386,667	3,820,943	-	565,724
9	Capital Purchases	200,000	-	200,000	200,000	-	-
10	Capital Grants and Transfers	400,000	11,303	411,303	244,889	-	166,414
	Total Capital Expenditure	4,911,667	86,303	4,997,970	4,265,832	-	732,138
13	Value Added Tax	1,127,373	-	1,127,373	656,922	-	470,451
	Total expenditure	25,356,279	-	25,356,279	22,103,041	-	3,253,238

MINISTRY OF LANDS AND MINERAL RESOURCES

STATEMENT OF LOSSES FOR THE YEAR ENDED 31 JULY 2020

Loss of Money

There was no loss of money recorded for the financial year ended 31 July 2020.

Loss of Revenue

There was no loss of revenue recorded for the financial year ended 31 July 2020.

Loss of Assets (other than money)

There was no loss of fixed assets recorded for the financial year ended 31 July 2020. However, following the Board of Survey carried out for the financial year ended 31 July 2020, assets totalling \$179,210 were approved for write off by the Permanent Secretary for Economy.

Asset Type	Amount (\$)
IT Equipment	143,360
Sea vessel	35,500
Office Equipment	350
TOTAL	179,210

MINISTRY OF LANDS AND MINERAL RESOURCES

DEPARTMENT OF LANDS TRUST FUND ACCOUNT STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 JULY 2020

	Note	2020 (\$)	2019 (\$)
Opening Balance		6,647,529	6,614,870
Receipts			
Compensation		694,126	1,265,264
Fisheries Impact		94,827	133,382
Lease Rental/ LOU		2,198,109	1,250,391
Priority Plan		50,763	69,758
Royalty		548,452	526,416
Sand and Gravel		-	25,891
Other Revenue		116,605	142,981
Total Receipts		3,702,882	3,414,083
Payments			
Bank Fee		145	-
Meal/ Mileage claim		-	299,564
Priority plan & general		59,897	52,023
Royalty/State land		887,909	497,164
Fisheries impact		507,057	31,963
Compensation		1,675,133	580,852
Lease offer		615,532	1,856,619
Other expenses		150,151	63,239
Total Payments		3,895,824	3,381,424
Closing Balance	6	6,454,587	6,647,529

MINISTRY OF LANDS AND MINERAL RESOURCES

DEPARTMENT OF MINERALS TRUST FUND ACCOUNT STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 JULY 2020

	Note	2020 (\$)	2019 (\$)
Opening Balance		5,476,448	5,405,536
Receipts			
Mining			
Mining Bond		303,935	69,503
SPL Renewal Fees		328,545	63,402
Royalty		3,792,412	3,106,498
Non-Mining			
Geotechnical Survey		35,046	25,343
Borehole Construction		281,780	74,146
Aggregate Survey		-	27,325
SPL Licenses		15,856	12,817
Total Receipts		4,757,574	3,379,034
Payments			
Mining			
Transfer of Renewal Fees		22,423	41,869
Bond Refund		163,780	11,171
Royalty Fair Share		2,841,288	3,214,910
Non-Mining			
Borehole Construction		65,292	15,964
Geotechnical Survey		3,158	11,020
Transfer of Other Revenue held in Trust		83,970	13,188
Total Payments		3,179,911	3,308,122
Closing Balance	6	7,054,111	5,476,448

MINISTRY OF LANDS AND MINERAL RESOURCES

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

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 Department of Mineral Resources.

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 unutilised to productive use, under terms and conditions which are attractive to both the landowners and tenants.

The Department of Mineral Resources 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 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 2004 and the requirements of Section 71(1) of the Finance Instructions 2010. The preparation and presentation of 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.

MINISTRY OF LANDS AND MINERAL RESOURCES

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2020

NOTE 2 STATEMENT OF ACCOUNTING POLICIES (CONTINUED)

c) 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.

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 revenue decreased by \$1,863,598 or 11% in 2020 compared to 2019 due to the pandemic that strike the entire world leading to the restriction of lessees in coping with payment.
- b) Fees Charges, Fines and Penalties increased by \$459,645 or 63% in 2020 compared to 2019 due to the increase in fees and charges such as fees and the rise in the number of lessees who lodge applications for various dealings (consent to build, caveat, transfer, mortgage and ministerial consent).
- c) Revenue from Surveys & Sales of Navigation decreased by \$95,241 or 16% in 2020 compared to 2019 due to decrease in survey fees collected. These survey fees and charges are derived from the following:
 - (i) Calibration of Survey Instrument (Control);
 - (ii) Registered Surveyors Practicing Fees (SRB);
 - (iii) Survey Instruction Fees (Gazetted Scale of Fees);
 - (iv) Survey Fees & Charges;
 - (v) Lodgement of SO Plans.
- d) Established Staffs expenditures decreased by \$539,946 or 5% compared to previous year. The decrease was mainly due to cost cutting measures implemented by Ministry to reduce expenditure by 5% and internal realignment process such as freezing of existing posts, reduction in pay band/step after contract renewal, acting on a lower band if MQR is not met and trading off of senior posts to create lower level posts.
- e) Government Wage Earners expenditures decreased by \$100,019 or 9% compared to previous year. The decrease was mainly due to the restructure in the Ministry on the payments made to all Government Wage Earners.

MINISTRY OF LANDS AND MINERAL RESOURCES

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2020

NOTE 3 SIGNIFICANT VARIATIONS (CONTINUED)

- f) Maintenance and Operations expenditures decreased by \$1,682,045 or 29% due to cost cutting measures implemented by Ministry to reduce expenditure by 5%. Also, payment of native lease for State to I TLTB decreased as lease payments were put on hold by Ministry to undertake reconciliations exercise of the State native lease arrears. Furthermore, the Municipal Council rates decreased as Ministry took advantage of the discount incentive offered by the Municipal Councils.
- g) Purchase of Goods and Services expenditures decreased by \$250,801 or 23% in 2020 compared to 2019 due to the decrease in the Land Reform Programme that normally deal with technical work of the division and hosting of land owing unit trustees awareness.
- h) Capital Construction expenditures decreased by \$2,663,047 or 41% due to cost cutting measures implemented by Ministry to reduce expenditure by 5% and the impact of COVID-19 which resulted in significant reduction on Capital Projects implemented.
- i) Capital Purchases expenditures decreased by \$3,765,457 or 95% due to cost cutting measures implemented by Ministry to reduce expenditure by 5% and the COVID-19 response budget which resulted in the non- utilisation of Upgrade of Seismology Equipment budget.
- j) Capital Grants and Transfers expenditures decreased by \$1,946,212 or 89% due to cost cutting measures implemented by Ministry to reduce expenditure by 5%. Also, after the COVID-19 response budget, Land bank investment capital project was put on hold.

NOTE 4 DETAILS OF APPROPRIATION CHANGES

There were no redeployments of the Ministry's budget during the year. Other movements were made through virements

The Permanent Secretary for the Ministry approved the following virements under delegation from the Ministry of Economy:

Virement Number	From Expenditure Group	Amount (\$)	Virement No.	To Expenditure Group	Amount (\$)	Approved By
DV3301/19-20	SEG 03	16,000	DV3301/19-20	SEG 05	21,000	PS MLMR
	SEG 04	5,000				
DV3302/19-20	SEG 05	11,000	DV3302/19-20	SEG 05	11,000	PS MLMR
DV3303/19-20	SEG 04	11,303	DV3303/19-20	SEG 10	11,303	PS MLMR
DV3304/19-20	SEG 05	60,000	DV3304/19-20	SEG 04	60,000	PS MLMR
DV3305/19-20	SEG 04	7,000	DV3305/19-20	SEG 03	7,000	PS MLMR
DV3306/19-20	SEG 04	15,000	DV3306/19-20	SEG 04	15,000	PS MLMR
DV3307/19-20	SEG 01	10,000	DV3307/19-20	SEG 05	5,000	PS MLMR
	SEG 04	60,000		SEG 08	75,000	
	SEG 07	10,000				

MINISTRY OF LANDS AND MINERAL RESOURCES

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2020

NOTE 4 DETAILS OF APPROPRIATION CHANGES (CONTINUED)

Virement Number	From Expenditure Group	Amount (\$)	Virement No.	To Expenditure Group	Amount (\$)	Approved By
DV3308/19-20	SEG 04	7,000	DV3308/19-20	SEG 03	26,000	PS MLMR
	SEG 07	19,000				
Total		231,303	Total		231,303	

NOTE 5 SIGNIFICANT SAVINGS

Significant savings for the year ended 31 July 2020 are as follows:

No.	Expenditure Group	Revised Budget (\$)	Actual Expenditure (\$)	Savings (\$)	Savings (%)
(a)	Maintenance and Operations	5,834,640	4,107,312	1,727,328	30%
(b)	Capital Construction	4,386,667	3,820,943	565,724	13%
(c)	Capital Grants and Transfers	411,303	244,889	166,414	40%

- The significant savings of \$1,727,328 under Maintenance and Operations was mainly due to savings in Municipal Council rate, which was due to the Ministry taking advantage of the discount incentive offered by the Municipal Councils; savings in Land Lease to State, which was due to the change of Financial year for the Municipal Councils whereby the lease of the 2nd half of the calendar year was payable in the next financial year; and savings in Renewal of Native Lease, which was due to the less number of I Taukei land leases that had expired and was due for renewal.
- The significant savings of \$565,724 under Capital Construction was mainly due to savings in Groundwater Assessment and Development, which was due to the effect of COVID-19 pandemic whereby travel restrictions was imposed that hindered officers' movements and savings in Development of State Land, which was due to the need to amend the engineering plan to be aligned to FRA and WAF standards.
- The significant savings of \$166,414 under Capital Grants and Transfers was mainly due to savings in Land Bank investment, which was due to the impact of COVID-19 pandemic and the impact of natural disaster that had damage the development being carried out in the financial year which needs to be re-carried out by the contractor.

MINISTRY OF LANDS AND MINERAL RESOURCES

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2020

NOTE 6 TRUST FUND ACCOUNT

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;
- Qoliqoli Compensation;
- Government Survey & Plan Ad-Hoc Work;
- Government Construction Work Compensation;
- Land Owning Unit Leases;
- 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.

CONTACT



MINISTRY OF LANDS & MINERAL
RESOURCES
P.O Box 2222,
Government Building,
Suva, Fiji.



3313 555



landsinfo@govnet.gov.fj

