



MINISTRY OF LANDS & MINERAL RESOURCES

ANNUAL REPORT

For the Financial Year Ending on
31 December 2009



“STRIKING THE RIGHT BALANCE”

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MINISTER'S FOREWORD²

Being consistently accountable for all that we do is an essential sign of maturity. This, however, must not be seen as a burden but as an honorable duty to respond to diligently and with zeal. It serves as an opportunity to develop the stock taking ability so many avoid because it is often perceived as another burden in our job descriptions.

Yet it is indeed a joy to know that we are submitting our 2009 Annual Report at last! Some accumulate this backlog over years. In the past years this Ministry has not always been this prompt. However, we are thankful for what we learned recently to enable complete this critical document.

Though it is a positive measure of our monitoring capacity, it is safe to declare that there is still room for improvement. This organization would do well to ensure that this consistent attention to quality reporting is ingrained as an organization culture – becoming ever the responsibility of all workers.

The report speaks volume about us: both our weaknesses and our strengths. However as strategists, we believe we will respond to identify our opportunities and re-strategize. These are the hallmarks of champions.

In the context of the change program, let us enlarge our vision about this ministry; believe in ourselves that we can do great things to bring about better land reform and land accessibility to more people; especially those who can use the state lands productively.

My congratulations to those who worked hard and diligently in 2009, and look forward to the grace of the ALMIGHTY, that he may use us as more worthy instruments of HIS great purpose in 2010.

Netani Sukanaivalu
Minister for Lands & Mineral Resources

² Annual Report 2009 – Ministry of Lands & Mineral Resources

PERMANENT SECRETARY'S FOREWORD³

A significant merit in the matrix template of this report is that the links with the government's critical outputs and the People's Charter are clear. The Ministry is privileged to have completed its five (5) years strategic plan that serves as base reference to which daily accomplishments in the workplace can assume more meaning; and giving focus to the development of business and work unit plans.

With that reporting structure accomplished, we can only look forward to refining the other components of the matrix particularly the pursuit for more accurate KPI formulation in 2010. This will instigate our people rise to higher standard of performance and quality achievements.

We commend the Strategic Framework for Change Coordinating Committee (SFCCO) for its monitoring initiatives introduced in 2009. This ministry gained much from their input and by December 2009, our managers had celebrated submitting its Annual Corporate Plan 2010 before the deadline.

The upcoming pages account for what we achieved in outputs – a far cry from the former story telling version of what we did but not sure of what we achieved nor what we were able to accurately measure as progress.

Our dream to be the number one government agency by 2014 is showing signs of those accomplishments as a possibility; especially when the basic management structures and principles are in place. Let us look forward to smarter monitoring and measuring of our performance; to arrive at progressive Annual Reports as this.

I hope readers will enjoy the contents of these pages and generously grace our workers with comments to encourage and aspire for good governance in all that we do.

Maria Matavewa
Permanent Secretary
Ministry of Lands and Mineral Resources

³ Annual Report 2009 – Ministry of Lands & Mineral Resources

1.0 **OVERVIEW**⁴

1.0 **OUR SHARED VISION**

“By 2014, the leading government agency in ensuring our foundation for dynamic land reform through good governance and innovative service delivery in State Land, Minerals and Groundwater resources.”

1.1 **MISSION**

“Re-structuring State Land, Minerals and Groundwater resources management towards an enduring Land Reform for the change, growth and stability for all.”

1.2 **VALUES**

Customer Satisfaction, Team Work, Good Governance, Education & Training, Integrity, Diversity & Cultural Understanding.

2.0 **ROLES & RESPONSIBILITIES OF THE MINISTRY**

2.1 **STATE LAND ADMINISTRATION DIVISION**

The division administers State Lands in accordance with the State Land Act. It deals with the land leasing process commencing from the initial receipt of an application through to the preparation and registration of lease and subsequent follow up on the compliance of development clauses of the lease. The division deals with all consents to transfers, mortgages, caveats, etc., preparation and registration of rental and other variations to State leases. The functions also include preparation and administration of Letting Agreements of all government buildings and houses rented by Government and the administration of all Native and other Leases to the State.

⁴ *Annual Report 2009 – Ministry of Lands & Mineral Resources*

2.2 SURVEY & STATE LAND DEVELOPMENTS DIVISION⁵

- Survey of State Lands, Foreshore Land and State Lease on Native Land.
 - Preparation and administration of Letting Agreements of all buildings and houses rented by Government and the administration of all Native and other Leases to the State.
 - Regulating and checking of all land surveys attended by registered surveyors (whether private or Government) in accordance with the Surveyors Act Cap.260
- a) Develop and provide the network of survey control system nation-wide that integrates the many isolated surveys carried out by individual surveyors on behalf of their clients throughout the country.
- b) Production and upgrade of Maps and Plans including the various national maps of Fiji that are sold to the public and for the maintenance of a computerized land information system (Fiji Land Information System).
- Undertaking aerial photography of Fiji and the derivation of maps, plans and other products from these.

2.3. VALUATION DIVISION

The Valuation Division is the arm of the Department that is responsible for the negotiation and acquisitions of land required for public purposes such as roads, water supply, government facilities, etc.

The Division is also responsible for the assessments and periodic reassessments of rentals on State Leases, verifies rentals on Native Leases to the State besides being the official valuers for proclaimed Towns and Cities for the assessments of property rates.

An important function of the Division is to collate and analyze land sales data from throughout the country, which is used as a basis for property valuation.

Core functions include:

- Land acquisitions for public purpose
- Valuation for rating purpose, to local government

⁵ *Annual Report 2009 – Ministry of Lands & Mineral Resources*

- Reassessment on state leases
- Negotiate land leasing on native land for government purposes
- Update valuation database for valuation purpose

2.4 FIJI LANDS INFORMATION DATABASE SYSTEMS⁶

IT Support Services

- Network Administration
- Hardware Support
- Software Support
- Email and Internet Services
- Enhance Website to be service oriented

Fiji Land Information Data Integration

- Database Development
- Lease Administration, Plan Journal and Valuation Database Integration
- Enhancement to Data and Performance
- Fiji Land Information Portal

State Land GIS

- State Land Searches
- Verification of existing State Lease Information (Data Centre)

Spatial Data Enhancement

- Migration and Training in Geo-media
- Spatial Data Update & Verification
- Spatial Information Directory

GIS & Database Application Support Services

- GIS Projects
- GIS Support Services
- Provide Digital Spatial Data
- Database Support Services

Mapping Services

- Production & Publication of Topographical Maps
- Production & Publication Thematic Maps
- Map Shop Services

The Mapping sub-division is responsible for all mapping activities, commencing from the acquisition of aerial photographs, creation of photogrammetric plots to the compilation and construction of various types of maps. This includes the

⁶ Annual Report 2009 – Ministry of Lands & Mineral Resources

maintenance and updating of the digital graphical databases including: topographic, cadastral and Native Land mapping systems. The three mapping systems form the basis (base maps) of LIS and GIS applications and mapping activities.⁷

The sub-division keeps a library of aerial photographs (negatives and positives) that had been taken over Fiji since 1951. The Technical sub-division provides general support services to the other Divisions through Lands Department (LD) files and also to Management. An important function is the manning of the Public Counter at the Map Room where a number of activities are taking place including: map sales, photograph sales, general land searches, photocopying and other services.

Photogrammetric Services

- Special Project Mapping
- Data Capture
- Enlargement and contact prints of Aerial Photos

Land Research and Support Services (Statistics)

- Land Tenure and Title Searches
- Preparation of Diagrams
- Road Legalities
- To collect and present basic land statistic data – Fiji Land and State Land Statistics
- To carry out research and prepare reports on land matters – Historic Sales Reports
- Native Lease to State
- Vesting
- General Searches and Investigations
- Verification of SSA/SSB Lease Files
- To examine and report on legalities of roads on New Survey Plans
- Land Acquisition – Acquisition Diagrams
- Verification of Legal Documents
- Road closure exercise
- New road names approvals
- Miscellaneous

Training Needs Analysis

- Conduct FPSSD Examinations

⁷ *Annual Report 2009 – Ministry of Lands & Mineral Resources*

2.5 CORPORATE SERVICES:

Provide administrative, accounting and other relevant support towards the operations of all divisions for efficient management of assets, finances and human resources and efficiency in daily operations. This is done by human resource management, finance and asset management, information systems management, information services and sales, draughting and cartography, security and general utilities.

Role of the Position

The position operates with a high level of independence in:

- Work in close cooperation with the various divisions of the department to ensure the vehicle fleet is managed and maintained efficiently.
- Ensure use of vehicles and related equipments is within codes set out by providing necessary feed-backs to divisions.
- Process leave, long service leave and leave allowance.
- Provide a cost effective maintenance of vehicles and related equipments.
- Providing guidelines with the respect of the use of vehicles and related department assets within policies set by Ministry of Finance.
- Provide and supervise unestablished staff in general utility service including office, compound maintenance and security for the department.
- Manage the operations of the mechanical workshop oversee the operations of the mechanical workshop to ensure service provided are cost effective.

The position delegates decision making on the following issues:

- Office Cleanliness
- Compound Maintenance
- Messenger Services

Superior Offices are consulted on the following matters for advice:

- Administrative Issues
- Approval for Expenditure
- Inter-Divisional Problems

Role of the Sub-ordinates

- Carry out allocated clerical or other tasks efficiently.
- Provide feed-back on problems with office facilities and fixtures.

⁸ *Annual Report 2009 – Ministry of Lands & Mineral Resources*

Interpersonal Relationships⁹

- Internal
 - Junior Staff for allocating tasks
 - Administrative Officer for approvals and planning
- External
 - Customers and visitors seeking information

Challenges and Developments

- Looking after the fleet which is generally older than the operating age and maintaining it with limited costs.
- Difficulty with coordinating with Divisional Managers given the limited authority of the position.
- Operating with limited maintenance funds and depending on other departments for maintenance works.
- Co-ordinate accountability in vehicle operations by ensuring proper records are kept by divisional officer in charge of vehicles.
- Co-ordinate regular maintenance of vehicles for safety and preventative of maintenance by ensuring faults are identified and repairs made.
- Provide necessary links between department and vehicle control unit (Ministry of Finance).

Authority Levels

Authority to control unestablished staff and their tools.

Reporting

Reports on daily basis to the administrative officer.

Principal Accountabilities

- Assess co-ordination of office complex and seek to carry out improvement, alterations of repairs.
- Monitor the work of caretakers, cleaners and watchmen to ensure a healthy and safe workplace and security for departmental assets.
- Provide regular report for planning at Divisional level.
- Ensure that vehicle quarterly reports are submitted to Ministry of Finance in time on quarterly basis.
- Report the Assistant Secretary on operation plans for garage and ensure efficiency of operation is maintained.
- Ensure that TPAF levy is accurately submitted to Centre for Training and Development on a timely basis.

⁹ Annual Report 2009 – Ministry of Lands & Mineral Resources

2.6 MINERAL RESOURCES DEPARTMENT¹⁰

The Mineral Resources Department has two fundamental roles. As the National Geological Survey, it undertakes studies related to geological hazards, mineral prosperity and groundwater development whilst as a Mines Department it manages the development of the mining and quarrying sector with a mandate under the Mining, Petroleum (Exploration and Exploitation), Quarries, Explosives and Continental Shelf Acts. Its two major operating areas are oils and mines administration and geological and mineral investigations. These cover the following:

- Administration of exploration and mining tenements; processing of applications for grants and renewals, granting licenses, special site licenses or permits as well as certification of mining personnel and specific training equipment.
- Monitoring of mining and exploration activities, through regular inspections, for adherence to safe environmental practice. Monitoring of occupational health and safety of workers in the mining and quarrying sector. This includes investigation of mine accidents and prosecution if necessary. Development of other specified conditions laid down upon the grant of licenses to regulate mining, quarrying and exploration activity.
- Issue of licenses for the importation, possession, storage, use and transportation of explosives and fireworks and grant of export permits for geological and mineral samples; export permits for export of metals and collection of royalties due.
- Facilitating mining and exploration projects through assistance in negotiations with relevant government and non-governmental agencies and providing support with landowner liaison.
- Acquisition, collation, production and provision of geological, geophysical, geochemical and other geo-scientific information as maps or other publications in hard copy or digital form. Maintenance of technical databases on the geology, mineral and groundwater resources potential of Fiji.
- The active promotion of the mining and quarrying sector as one key sector for economic development.

¹⁰ *Annual Report 2009 – Ministry of Lands & Mineral Resources*

- Provision of specialist advice on geotechnical issues, monitoring of earthquake activity within the Fiji region, and provision of advice on geological hazard and risk mitigation to the NDMO and public.¹¹
- Hydro-geological assessment and advice on groundwater potential of Fiji, the siting of potential abstraction sites and drilling of abstraction wells for groundwater development in consultation with other agencies.
- The department is the focal point for the Secretariat for the Pacific Applied Geosciences Commission (SOPAC) and facilitates implementation of the agencies' projects in Fiji. These projects range from a number of interventions in groundwater, energy policy, disaster mitigation and ocean resources (hydrocarbons and minerals) usually at the request of the member Government.

¹¹ *Annual Report 2009 – Ministry of Lands & Mineral Resources*

3.0 KEY RESPONSIBILITIES OF THE MINISTRY¹²

No.	Key Responsibility	Deliverables	Department
1.	Promotion and development of Exploration, Mining, Petroleum and Quarrying sectors.	Promotional packages compiled to attract more exploration and mining activities in Vanua Levu.	MR
		Mining (Exploration & Exploitation) Bill formalised & implemented	MR
		Offshore Mineral Policy finalised & implemented	MR
		General administration of Mining and Quarry activities improved.	MR
2.	Provision of Geological and Groundwater Advised for Development.	Groundwater Technical Assessment Reports (Geological/Geotechnical) compiled.	MR
		Provision of groundwater resources.	MR
		Water Policy finalised & implemented.	MR
		Seismological information made available as quickly as possible.	MR
3.	Efficient Management of State Land, State Leases and Land Sales.	Policies on State land administration, Fees and Charges reviewed and implemented.	Lands & Surveys
		Monitoring and enforcement of lease conditions improved.	L & S
		Processing of applications and land conveyancing streamlined.	L & S
		Vacant State land identified and developed.	L & S
		Customer oriented services and outputs promoted.	L & S
4.	Provision of Surveying and Valuation Services	NLC Survey of Namosi continued.	L & S
		Geodetic Survey of Serua and Nukurua commenced.	L & S
		Survey of government properties on Native land commenced.	L & S
		Survey of Mahogany plantations at Galoa, Naboutini and Nukurua commenced.	L & S
		Maintenance of existing state land subdivisions continued.	L & S
		Acquired land (native/freehold) for Public purposes continued.	L & S
		Rating valuation for Lautoka City, Lami & Savusavu towns completed.	L & S
5.	Development of National Land and Geographic Information Systems.	Advanced Information Systems and Mapping Products developed.	L & S

¹² Annual Report 2009 – Ministry of Lands & Mineral Resources

4.0 STATEMENT OF EXPENDITURE & COMMITMENT REPORT 2009¹³

The table below show the Statement of Expenditure & Commitment Report as at 31st December (Supplementary), 2009.

SEGMENT	EXPENDITURE ITEM	ANNUAL PROVISION	TOTAL EXPENDITURE
1	Established Staff	6,645,900.00	6,249,411.00
2	Government Wage Earners	697,800.00	979,752.64
3	Travel & Communication	182,300.00	233,925.53
4	Maintenance & Operations	21,670,800.00	26,933,444.33
5	Goods & Service	409,000.00	347,308.73
6	Operating Grants & Transfers	1,794,100.00	1,779,303.06
7	Special Expenditures	139,000.00	122,634.83
	TOTAL OPERATING	31,538,900.00	36,645,780.12
8	Capital Constructions	2,600,000.00	2,273,321.99
9	Capital Purchases	700,000.00	504,876.45
	TOTAL CAPITAL	3,300,000.00	2,778,198.44
13	Value Added Tax	3,212,600.00	4,049,331.80
	TOTAL EXPENDITURE	38,051,500.00	43,473,310.36

¹³ Annual Report 2009 – Ministry of Lands & Mineral Resources

5.0 TRAINING AND HUMAN RESOURCES DEVELOPMENT¹⁴

Training has always been encouraged in the Ministry to enhance and upgrade the knowledge and skills of staff members. Various training courses has been provided internally and externally to help better their ability in their working environment. The provision of overseas training has also boosted the morale of staff members who have improved to develop their skills in their own field of work. These new developed skills fulfill the capacity building components as the organization strive to achieve its vision.

No.	Courses/Training/ Programmes	Number of Attendees	Destination	Month Attended
OVERSEAS TRAINING:				
1	Training in Spatial Data Infrastructure (SDI)	2	China	January 2009
2	International Good Governance	1	Thailand	April 2009
3	Mapping: Our role in a turbulence world Conference	2	United Kingdom	July 2009
4	Marine Research Training	1	Australia	July 2009
5	Total Compensation & Benefits Reform in Kuala Lumpur	1	Malaysia	August 2009
6	11 th International Data Training	1	Austria	August 2009
7	Water Congress Workshop	2	Malaysia	October 2009
8	Basic Software Applications for Developing Countries	2	China	December 2009
LOCAL TRAINING:				
9	Induction Training for New Recruits	25	Suva	May 2009
10	Intergraph Geomedia Training	6	Suva	May 2009
11	Diploma in Land Survey	30	Suva	July 2009
12	Strategic Planning Workshop	35	Lautoka	September 2009
13	Strategic Planning Workshop	25	Labasa	September 2009
14	Strategic Planning Workshop	137	Suva	September – October 2009
15	Pacific GIS & Remote Sensing Conference	7	Suva	October 2009
16	GIS/RS User Conference	20	Suva	December 2009

¹⁴ Annual Report 2009 – Ministry of Lands & Mineral Resources

6.0 IMPLEMENTATION/PROGRESS¹⁵

RDSSSED	STRATEGIES	KPIs	IMPLEMENTATION/ PROGRESS
OUTPUT 1: PORTFOLIO LEADERSHIP POLICY ADVICE & SECRETARIAT SUPPORT			
<p>Sub-Output 1.1 Portfolio Leadership Policy Advice.</p>	<p>Strategy 1.1.1. Provide advice and support via briefings/Cabinet Papers/site visit verification/client interaction.</p> <p>Strategy 1.1.2. Revive policy development processes on Mineral Bill/Policy with focus on joint ventures between local and overseas investors.</p> <p>Strategy 1.1.3 Organize National Mining Industry Conference to discuss Road Map.</p> <p>Strategy 1.1.4 Develop Offshore Mining Policy.</p> <p>Strategy 1.1.5 Develop Geo-Hazard mitigation policy.</p> <p>Strategy 1.1.6 Develop strategic resource repository policy.</p> <p>Strategy 1.1.7 Develop aggregates/hard rock quarry policy (E5).</p> <p>Strategy 1.1.8 Conduct consultations with stakeholders on water policy development.</p> <p>Strategy 1.1.9 Setup review committee and realign existing policy and organization</p>	<p>Contribute to completion of</p> <p>Pillar 4:</p> <ul style="list-style-type: none"> ▪ National security priorities by end of 2009. <p>Pillar 5:</p> <ul style="list-style-type: none"> ▪ Enactment of Mining Act in 2010. ▪ Formulate Mineral Road Map by 2010. ▪ Review fiscal policy for exploration and mining. ▪ Review/amend legislation relating to business establishment and investment. ▪ Develop policy and regulatory framework for mineral and bottled water industry. 	<p>Cabinet Papers prepared include:</p> <ol style="list-style-type: none"> 1. Manganese Mine Application. 2. Offshore Exploration Moratorium. 3. Geothermal Energy Project – Nittetsu. 4. Phosphate Project – Lau Group. <ul style="list-style-type: none"> ▪ Data quality on lease files at Data Centre improved. ▪ Availability of more data for management decisions. ▪ Enhancement of client services through e_governance. <p>National Mining Roadmap Conference Re-alignment for 1st Quarter 2010 due to Annual Corporate Plan/SFCCO alignment in 4th Quarter 2009.</p> <p>Policy Work:</p> <ol style="list-style-type: none"> 1. Finalize draft of Offshore Minerals Policy. 2. Draft Discussion Paper on Hard Rock Quarrying Policy. 3. Water Policy Re-alignment to EU Project on Water Safety Plan in 4th Quarter 2009. <p>Overseas Study Tour Report: 1) Papua New Guinea.</p> <p>National Export Strategy – Update submitted on Export Strategy inputs to boost mineral water exports.</p>

¹⁵ Annual Report 2009 – Ministry of Lands & Mineral Resources

	<p>framework to meet the requirements of investment business legislation.¹⁶</p> <p>Strategy 1.1.10 Develop geothermal resource policy Consultations with stakeholders on geothermal development (E5).</p>		
	<p>Strategy 1.1.11 Develop framework for organization excellence and institutional reform.</p>	<p>Pillar 4: At least 80% of output in ACP achieved annually.</p>	<p>Submission prepared and provided to PSC Service Excellence Team in October 2009.</p> <p>MRD hosted PSC Service Excellence Team during site visit to identify improvement strategies against Service Excellence Framework.</p> <p>Tentative strategy developed to improve awareness and practice in service excellence.</p>
<p>Sub-Output 1.2 Portfolio Leadership Secretariat Support</p>	<p>Strategy 1.2.1 Align finance reporting to ACP output reporting.</p> <p>Strategy 1.2.2 Review & implement prescriptive Organization structure and workplace processes.</p> <p>Strategy 1.2.3 Identify activities that can be outsourced to private sector.</p> <p>Strategy 1.2.4 Establish information network/Reporting System/Finance Workflow.</p> <p>Strategy 1.2.5 Conduct surveys to determine factors undermining morale leading to remedial action plan.</p> <p>Strategy 1.2.6 Develop Service Charters/standards with benchmark standards.</p>	<p>Pillar 4: Contribute to functions review of Ministry by end of 2009.</p> <p>Pillar 4: Review of systematic service delivery problems by end of 2009.</p> <p>Pillar 4: Contribute to development of Service Delivery Improvement Framework by end of 2009.</p>	<p>MRD internal management meetings and joint submissions prepared and presented as contribution to internal strategic restructuring initiatives.</p> <p>Organization chart updated with P2P revised to reflect current status.</p> <p>MRD able to submit clear position established/unestablished posts to PSC.</p> <p>Submission prepared on Succession and Career Development Plan for Critical Posts in MRD.</p> <p>Support Provided to formation and running of Senior Planning Team under Change Management drive in 4th Quarter 2009.</p> <p>Scholarship preparations made to support Staff Development Program with PSC allocating spaces for MRD staff to apply for.</p>

¹⁶ Annual Report 2009 – Ministry of Lands & Mineral Resources

	<p><u>Strategy 1.2.7</u> Develop/review workplace policies.</p> <p><u>Strategy 1.2.8</u> Strengthen capacity, leadership and co-ordination of policy development and implementation.</p> <p><u>Strategy 1.2.9</u> Develop HRM program.</p> <p><u>Strategy 1.2.10</u> Develop Capacity Needs Assessment leading to Training & Development programme.</p> <p><u>Strategy 1.2.11</u> Align Succession Plan & Career Path Plans with the Redundancy Policy.</p> <p><u>Strategy 1.2.12</u> General administration & management of departmental budget.</p> <p><u>Strategy 1.2.13</u> Maintain FMR.</p> <p><u>Strategy 1.2.14</u> Operational management (planning & reviews) via meetings.</p> <p><u>Strategy 1.2.15</u> Liaison with agencies.</p> <p><u>Strategy 1.2.16</u> Develop productivity based remuneration system.</p> <p><u>Strategy 1.2.17</u> Administration and management of fees and charges under the Mining, Quarrying, Explosives and Petroleum Regulations.</p> <p><u>Strategy 1.2.18</u> Introduce consulting fees for technical investigations on geological and environmental assessments.</p>	<p><u>Pillar 4:</u> HRM & Development Framework for Public Service by end of 2009.</p> <p><u>Pillar 4:</u> Size of Ministry reduced by 10% (30% by 2011).</p> <p><u>Pillar 6:</u> Civil Service employment costs reduced from 36% to 20% of annual government expenditure by 2013.</p> <p><u>Pillar 5:</u> Civil servants to reduce from 25,000 to 15,000 by 2013: Improve productivity of Ministry.</p>	<p>Audit Review meetings held for 2007/2008 Audit Reports. Audit Action Plan produced to ensure compliance with Audit findings.</p> <p>Research on fees and charges conducted. Final report being compiled to assist in development of cabinet papers with Ministry of Finance in 1st Quarter 2010 for increase in fees and charges.</p>
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OUTPUT 2: CONSULTING SERVICES – GEOLOGICAL SERVICES¹⁷

<p>Sub-Output 2.1 Mapping and Publications.</p>	<p>Strategy 2.1.1 Incorporate geo-hazard assessment and mitigation guidelines into land-use planning policy.</p> <p>Strategy 2.1.2 Geological information development and publication.</p> <p>Strategy 2.1.3 Management of geo-sciences information.</p> <p>Strategy 2.1.4 Maintenance of SOPAC National Support.</p> <p>Strategy 2.1.5 Mineral Investigation Project.</p> <p>Strategy 2.1.6 Collect existing data on good prospects.</p> <p>Strategy 2.1.7 Conduct further geological surveys on selected prospects.</p> <p>Strategy 2.1.8 Identify minerals/geothermal resources to attract investment.</p>	<p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing economic activity.</p> <p>Pillar 6: Land use plan for best suitable use.</p> <p>Pillar 6: Landowner awareness on benefits of developing unused land.</p> <p>Pillar 5: Promote utilization of natural resources (minerals).</p>	<p>Budget proposal was prepared and submitted for geo-hazard research and policy development.</p> <p>Geological information collected during the year has been entered into relevant data bases and presented in BP Notes, some are stated in this report [see below – Mineral Investigation Project/ Good Prospects].</p> <p>On-going through the year. A technical advisor attended the SOPAC meeting in Vanuatu.</p> <p>Mineral investigation work were carried out on five [5] mineral prospective areas in Vanua Levu. The progress and results are geological maps are in various MRD Unestablished reports as follows:</p> <ul style="list-style-type: none"> ▪ Tabia Prospect – BP Note 90/10. ▪ Vunivesi Prospect – BP Note 16/177. ▪ Coqeloa Prospect – BP Note 16/176e. ▪ Lomaloma Prospect – BP Note 139/2. <p>These data are incorporated in the various reports presented in [c] above.</p> <p>From analysis and interpretations data of 2008 two[2] prospects were further investigated with the view of carrying out a detailed geophysical survey and drilling. These two prospects are: Korotasere and Yasawa. Work in these two areas consists of detail mapping. The result and conclusion are presented in MRD Note BP 85/08.</p> <p>Geophysical Surveys were</p>
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¹⁷ Annual Report 2009 – Ministry of Lands & Mineral Resources

			conducted in Viti Levu to assess potential of known geothermal sources. A draft report was submitted as BP 16/176c.
	<p>Strategy 2.1.9 Development & Assessment of on land Engineering Geology & Coastal Continental Shelf.</p> <p>Strategy 2.1.10 Hydro-geological resources identification.</p> <p>Strategy 2.1.11 Sustainable civil construction based on geological assessments.</p>	<p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing basic quality of life.</p>	
<p>Sub-Output 2.2 Groundwater Resources Research & Drilling Program.</p>	<p>Strategy 2.2.1 Groundwater resources development.</p> <p>Strategy 2.2.2 Plant, Equipment maintenance programme.</p> <p>Strategy 2.2.3 Repairs, servicing, maintenance of all drilling equipment & vehicles.</p>	<p>Pillar 5: Promote utilization of natural resources (water).</p> <p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing basic quality of life.</p>	
<p>Sub-Output 2.3 Management of Groundwater Resources.</p>	<p>Strategy 2.3.1 Develop Groundwater Resources Management Strategy.¹⁸</p> <p>Strategy 2.3.2 Monitoring of all groundwater resources currently used for water bottling and for water supply.</p> <p>Strategy 2.3.3 Ensure that staff receives relevant training in the field of Groundwater Resources Assessment.</p> <p>Strategy 2.3.4 Monitoring of all groundwater production wells as used by PWD for water supply.</p> <p>Strategy 2.3.5 Monitoring of all groundwater production wells as used by all water bottling companies.</p>	<p>Pillar 5: Promote utilization of natural resources (water).</p> <p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing basic quality of life.</p>	

¹⁸ Annual Report 2009 – Ministry of Lands & Mineral Resources

<p>Sub-Output 2.4 Geological Hazard Assessment</p>	<p>Strategy 2.4.1 Enabling & strengthening resilience of communities to mitigate against geo-hazard risks (landslide, coastal erosion etc.).</p> <p>Strategy 2.4.2 Assessment of landslide, coastal erosion and other hazards.</p> <p>Strategy 2.4.3 Delineation and publication of potential Geo-hazards areas.</p> <p>Strategy 2.4.4 Community Education.</p>	<p>Pillar 5: Promote utilization of natural resources (water).</p> <p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing basic quality of life.</p>	
<p>Sub-Output 2.5 Earthquake Monitoring and Mitigation Advice.</p>	<p>Strategy 2.5.1 Placement, maintenance and operation of earthquake monitoring network.</p> <p>Strategy 2.5.2 Assessment, mitigation and community education on the impact of seismic hazards.</p>	<p>Pillar 6: Land use plan for best suitable use.</p> <p>Pillar 6: Landowner awareness on risks of developing unused lands.</p> <p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing basic quality of life.</p>	

OUTPUT 3: CONSULTING SERVICES – GROUNDWATER BOREHOLES AND DEVELOPMENT

<p>Sub-Output 3.1 Groundwater Resources Research & Drilling Program.</p>	<p>Strategy 3.1.1 Groundwater Resources Development.</p> <p>Strategy 3.1.2 Plant, Equipment maintenance programme.</p> <p>Strategy 3.1.3 Repairs, servicing, maintenance of all drilling equipment & vehicles.</p>	<p>Pillar 5: Promote utilization of natural resources (water).</p>	<ul style="list-style-type: none"> ▪ 17 boreholes completed in 2009 including 2 for small islands. ▪ Total borehole depth 797m achieved in 2009. ▪ Cleaning of boreholes at 4 sites in 2009. <p>Purchase of equipment/ parts to ensure service continuity:</p> <ol style="list-style-type: none"> 1. GM.092 Compressor Spare Parts. 2. Ross Rig breakout tong. 3. 8-10" Down-the-Hole Hammer. 4. GEMCO rig water swivel. 5. Wire-line drilling equipment. 6. Biovis drilling mud.
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<p>Sub-Output 3.2 Management of Groundwater Resources.</p>	<p>Strategy 3.2.1 Develop Groundwater Resources Management Strategy.</p> <p>Strategy 3.2.2 Monitoring of all groundwater resources currently used for water bottling and for water supply.</p> <p>Strategy 3.2.3 Ensure that staff receives relevant training in the field of groundwater resources assessment.</p> <p>Strategy 3.2.4 Monitoring of all groundwater production wells as used by PWD for water supply.</p> <p>Strategy 3.2.5 Monitoring of all groundwater production wells as used by all water bottling companies.¹⁹</p>	<p>Pillar 5: Promote utilization of natural resources (water).</p>	<ul style="list-style-type: none"> ▪ Draft Water Resources Policy completed. ▪ Visit was made with Trade & Commerce to all Water Bottling companies. ▪ 2 Staff attended to Geophysical (Resistivity) Training organized by SOPAC. ▪ 1 Staff attended Hydrological Course on TIDEA. ▪ 1 Staff currently studying for MSc at University of Canterbury, NZ. ▪ 1 Technical Officer attended the 'Groundwater School' Course in Perth, Australia (1 week). ▪ Visit was made to Nabekavu Well Field, Labasa. ▪ Work was done for Vunika Well Field, Labasa. ▪ Work was made to Qereqere Well Field, Sigatoka. ▪ Well development conducted at Qereqere Well Field, Korotogo Well Field and Vakabalea Well Field flooding of early this year. ▪ Visit to Sigatoka Well Field (Matovo) indicated upgrading work done by Department of Water & Sewerage wells to improve supply. ▪ Monitoring of production wells indicated that some groundwater wells are not used or in reduced use such as Diamond Aqua (Nadi), Aquifer brands. Ones in
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¹⁹ Annual Report 2009 – Ministry of Lands & Mineral Resources

production and reduced production include Fiji Water Yaqara, Island Chill (Tavua), Aqua Pacific (Nasau, Nadi), Aqua Safe (Namosi) brands.

OUTPUT 4: CONSULTING SERVICES – EARTHQUAKE MONITORING²⁰

<p>Sub-Output 4.1 Earthquake Monitoring and Mitigation Advice.</p>	<p>Strategy 4.1.1 Enabling & strengthening resilience of communities to mitigate against geo-hazard risks from natural disasters (earthquakes/tsunamis/land slides/ floods).</p> <p>Strategy 4.1.2 Seismic network operation and maintenance.</p>	<p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing basic quality of life.</p> <p>Pillar 6: Land use plan for best suitable use.</p> <p>Pillar 6: Landowner awareness on risks of developing unused land.</p>	<ul style="list-style-type: none"> ▪ A pilot project on sea level rise and geo-hazard management coastal areas was carried out jointly: UNDP, MRD, SOPAC and KIGAM at Navua. Field work was completed during the year. Data on findings are currently being analyzed, a draft report is expected early 2010. ▪ Advice on landslide mitigation at St. Bede's College was submitted to relevant authorities. Finds and conclusions are reported in BP Note BP 90/6. ▪ Landslide Mitigation Options at the Queen Elizabeth Barracks, Nabua, Suva. ▪ Geotechnical Investigation at the Coronation Ground, Government House, Suva, BP Note 85/06. ▪ Geotechnical Investigation for Potential Flood Retention Dam sites at Nadrou and Qalinabulu Creek, Ba River Catchment BP Note 85/02. ▪ Geotechnical Investigation for Potential Flood Retention Dam sites at Matalolo and Dewala Creek, Upper Labasa River Catchment, Vanua Levu BP Note 85/03. ▪ Geotechnical Investigation for Potential Quarry Source Rocks at Gulabdass' Property, Savusavu, Vanua Levu BP Note 85/04. ▪ Geotechnical Investigation for Potential Quarry Source
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²⁰ Annual Report 2009 – Ministry of Lands & Mineral Resources

			<p>Rocks at Rakiraki Village, Yale, Kadavu BP Note 85/05.</p> <ul style="list-style-type: none"> ▪ Geotechnical Investigation for Potential Quarry site at Benau Estate, Savusavu, Vanua Levu BP Note 85/07. ▪ 11 Geotechnical holes drilled to provide access to geological data for development advice. ▪ 2 Geotechnical holes drilled for Ministry of Environment re: Lami Dump Rehabilitation. ▪ Total 156m depth drilled in 2009.
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OUTPUT 5: RESEARCH PUBLICATIONS – GEOLOGICAL HAZARDS ASSESSMENT²¹

<p>Sub-Output 5.1 Geological Hazards Assessments.</p>	<p>Strategy 5.1.1 Assessment of land slides, coastal erosions and other hazards.</p> <p>Strategy 5.1.2 Hazards Assessment & mitigation.</p> <p>Strategy 5.1.3 Community Education.</p> <p>Strategy 5.1.4 Development & assessment of on land Engineering Geology & Coastal Continental Shelf.</p> <p>Strategy 5.1.5 Hydro-geological resources identification.</p> <p>Strategy 5.1.6 Sustainable construction based on geological assessments.</p>	<p>Pillar 5: Upgrade, provide and maintain infrastructure essential for enhancing basic quality of life.</p> <p>Pillar 8: Poverty gap reduced to less than 3% of GDP.</p> <p>Pillar 6: Landowner awareness on risks of developing unused land.</p>	
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OUTPUT 6: LICENSING, COMPLIANCE & MONITORING – EXPLOSIVES, MINING & EXPLORATION TENEMENTS

<p>Sub-Output 6.1 Licensing, Compliance & Monitoring – Explosives, Mining & Exploration Tenements.</p>	<p>Strategy 6.1.1 Review current 'development control' administration.</p>	<p>Pillar 5: Ensure security of tenure and license renewals in timely manner.</p> <p>Pillar 5:</p>	<ul style="list-style-type: none"> ▪ Nineteen (19) SPLs were renewed during the year. ▪ Six (6) new SPLs granted. ▪ Now work done – staff on study leave.
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²¹ Annual Report 2009 – Ministry of Lands & Mineral Resources

	Strategy 6.1.2 Establish monitoring benchmarks.	<ul style="list-style-type: none"> Compliance to EMA by 2011. Strengthen institutional capacity for environmental management. 	<ul style="list-style-type: none"> Restructure exercise ongoing.
Sub-Output 6.2 Increase Exports from the Sector.	Strategy 6.2.1 Develop clear approval and assessment process for exploration and quarrying projects.	Pillar 5: <ul style="list-style-type: none"> Annual growth rate to reach 5% by 2010. Annual exports of goods and services to be not less than 65% of GDP. Annual value of domestic private investment to be 10% of GDP. 	<ul style="list-style-type: none"> Exploration "approvals" check list finalized with approvals processes flowcharts and posted on website sent to FITIB. TOR (Terms of Reference) for quarries developed and currently enforced.
Sub-Output 6.3 Promotion of a safe & healthy work environment in the mining, quarrying & construction industry sectors.	Strategy 6.3.1 Statutory compliance of the Mining, Quarrying, Explosives & Environmental Acts.	Pillar 5: Promote sustainable management and utilization of natural resources (minerals).	<ul style="list-style-type: none"> Five (5) underground safety inspections carried out at VGML during 3rd & 4th quarters. Inspection routines for quarries & explosives mags conducted during 1st & 3rd quarters.

OUTPUT 7: PUBLIC AWARENESS PROMOTIONS – MINING DEVELOPMENT OPPORTUNITIES²²

Sub-Output 7.1 Promotion & Development of Exploration, Mining, Petroleum & Quarrying Sectors.	<p>Strategy 7.1.1 Liaison & consultation with FITIB on mining investment.</p> <p>Strategy 7.1.2 Update information/data on key prospects.</p> <p>Strategy 7.1.3 Updated information/data on petroleum prospects.</p> <p>Strategy 7.1.4 Updated information/data on potential quarry sites.</p> <p>Strategy 7.1.5 Compile & publish information packages for offshore & onshore mineral including mineral water for promotional purposes.</p>	<p>Pillar 5:</p> <ul style="list-style-type: none"> Harmonize current investment approvals process reforms to ADB Study. Identify possible growth areas (and provide necessary infrastructure to act as incentives for attracting private sector). <p>Pillar 5: Enhance export orientation through diversification, value addition and appropriate policies and incentives.</p>	<ul style="list-style-type: none"> Two meetings held with FITIB on investor update and various consultations via phone and e-mail/workshops. Contribute to sectoral updates requested by FITIB, RBF for forecasts/sector profile and investment tracking. Tenement maps including offshore and oil exploration licenses placed on web-site and revised quarterly. Field component completed during mapping project. Mineral deposit maps prepared for electronic distribution to clients and interested parties to show
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²² Annual Report 2009 – Ministry of Lands & Mineral Resources

	<p>Strategy 7.1.6 Presentation & attendance at overseas conferences.</p> <p>Strategy 7.1.7 Administration & management of mining tenements.</p>		<p>locations and mineral occurrences in Fiji.</p> <ul style="list-style-type: none"> ▪ Mineral water potential Vanua Levu – information prepared for investors. ▪ No work done due to lack of specialized personnel. ▪ Now work done – staff engaged in geothermal project. ▪ Review of offshore mineral policy for cabinet approval via workshop in May 2009. ▪ One staff attended conference on “geological exploration strategies” another on “quarrying blasting techniques.” ▪ (Australia) A/Director attended Mining Course in September 2009.
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OUTPUT 8: LICENSING, COMPLIANCE & MONITORING – SURVEY & VALUATION²³

<p>Sub-Output 8.1 Review registration policy in line with advancement in technology.</p>	<p>Strategy 8.1.1 Review administration policies on the lodgement of survey plans and land dealing documents.</p> <p>Strategy 8.1.2 Develop lodgement practices in line the e_governance.</p>	<p>Pillar 4: Enhancing Public Sector Efficiency, Performance Effectiveness and Service Delivery.</p>	<p>All plans lodged to be sighted by DLSG and ADS prior to plan examination.</p> <p>Training provided in LISCAD Surveying and Engineering software to survey and computing staff.</p>
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OUTPUT 9: CLIENT COMPLAINT INVESTIGATIONS – LAND MANAGEMENT SERVICES

<p>Sub-Output 9.1 Streamline processes in land administration.</p>	<p>Strategy 9.1.1 Review registration process of survey plans and valuation records in relation to e_governance.</p> <p>Strategy 9.1.2 Development committee to design policy on digital plan lodgements with revised lodgement fees.</p> <p>Strategy 9.1.3 Constant reviewing of all processes and systems to ensure good governance and best delivery of</p>	<p>Pillar 4: Enhancing public sector efficiency, performance effectiveness and service delivery.</p>	<p>Plan journal migrated from ARAV to Fiji Land Information Portal.</p> <p>Committee to be formed in liaison with the stakeholders in 2010.</p> <p>Review of current check list for Plan Examination to be done in 2010.</p>
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²³ Annual Report 2009 – Ministry of Lands & Mineral Resources

services.

OUTPUT 10: LAND GEOGRAPHIC INFORMATION²⁴

<p>Sub-Output 10.1 Fiji Land Information System (FLIS)</p>	<p>Strategy 10.1.1 Develop advanced products – Land and Geographic Information Systems and maps.</p> <p>Strategy 10.1.2 Regular meetings of Fiji Land Information Council (FLIC).</p> <p>Strategy 10.1.3 Improve quality of data – verify data in systems against LD files.</p> <p>Strategy 10.1.4 Integrate individual FLIS core systems.</p> <p>Strategy 10.1.5 Develop infrastructure in consultation with ITC for easy access to information.</p>	<p>Pillar 4: Enhancing public sector efficiency, performance effectiveness and service delivery.</p>	<ul style="list-style-type: none"> ▪ Developed and implemented Fiji Land Information Portal (Fiji). ▪ Updated FLIP Regulatory. ▪ Setup a GIS Web Map Server Prototype. Awaiting for new server for final implemented. ▪ Created New DEM for Fiji. ▪ State Land GIS Stage 1 95% completed. ▪ No meeting and intend to revive FLIC meeting 2010. ▪ 700 verifications forms were filled in Northern Division. ▪ Formal verification process did not start because of lack of staff.
<p>Sub-Output 10.2 Cadastral, Topographic and Thematic Maps and Plans.</p>	<p>Strategy 10.2.1 Develop infrastructure in consultation with ITC for easy access to information.</p>	<p>Pillar 4: Enhancing Public Sector Efficiency, performance effectiveness and service delivery.</p>	<ul style="list-style-type: none"> ▪ New file library setup for file. ▪ Tracking, 26,504 files and 30,516 movements entered in the file library.
<p>Sub-Output 10.3 Aerial Photography.</p>	<p>Strategy 10.3.1 Update existing maps, aerial photography of urban, peri-urban and development areas.</p>	<p>Pillar 4: Enhancing Public Sector Efficiency, performance effectiveness and service delivery.</p>	<ul style="list-style-type: none"> ▪ New valuation database developed and implemented plan journal prototype developed and implemented. ▪ Plan journal oracle database development started – expected to be finished in January 2010. <p>All offices in government buildings have been structural cabled for network access to govnet. The only office left is DSCE, Carto & Control which is to be done this year 2010. Most computers purchased to be ITC services compliance. All offices in government buildings have been structural cabled for network access to govnet. The only office left is DSCE, Carto &</p>

²⁴ Annual Report 2009 – Ministry of Lands & Mineral Resources

			<p>Control which is to be done this year 2010. Most computers purchased to be ITC services compliance.</p> <ul style="list-style-type: none"> ▪ 7 Project Mapping completed. ▪ 9 Topographic maps converted to digital. ▪ 4 Thematic maps compiled and printed. ▪ \$60,000 revenue from map sales. ▪ 56.8% Completion of Viti Levu aerial photography. ▪ 47% of new Viti Levu aerial digital imagery available.
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OUTPUT 11: LAND MANAGEMENT SERVICES – LEASE AND VALUATION AND STATE LAND MANAGEMENT; LAND SURVEY DEVELOPMENT²⁵

<p>Sub-Output 11.1 State Land Management.</p>	<p>Strategy 11.1.1 Strengthen monitoring and enforcement of lease conditions.</p> <p>Strategy 11.1.2 Streamline processing of land applications on dealings and to reduce service delivery time.</p> <p>Strategy 11.1.3 More informed customers and general public.</p> <p>Strategy 11.1.4 Continue to strengthen capacity to collect rental arrears.</p>	<p>Pillar 5: Achieving higher economic growth while ensuring sustainability.</p>	
<p>Sub-Output 11.2 State Land Development.</p>	<p>Strategy 11.2.1 Identify all State Land – especially vacant State Land.</p> <p>Strategy 11.2.2 Develop & issue leases on vacant State Land.</p>	<p>Pillar 5: Achieving higher economic growth while ensuring sustainability.</p> <p>Pillar 6: Making more land available for product and social purpose.</p>	<p>Vacant State Lands identified:</p> <ul style="list-style-type: none"> ▪ Boubale Residential Subdivision (DSN84) M2940 – 90% completed. ▪ Bulileka Extension Subdivision (DSN7/2/3) – 50% completed. ▪ Vatia Residential Subdivision – (LD4/9/3180) – 60% completed. ▪ Avua Residential Subdivision (LDA/69/83) – Not yet started awaiting. ▪ Bulileka Extension Subdivision (DSN7/2/3) to be completed.

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<p>Sub-Output 11.3 Land Survey Services.</p>	<p>Strategy 11.3.1 Ensure that all government interests in Sch A & B land and Native leases to state are formalized with NLTB.</p> <p>Strategy 11.3.2 NLC surveys of Namosi to complete.</p> <p>Strategy 11.3.3 Geodetic and parcel survey of mahogany plantations.</p> <p>Strategy 11.3.4 Maintenance of existing State Land subdivisions continued.</p> <p>Strategy 11.3.5 Land acquisition for public purposes.²⁶</p>	<p>Pillar 5: Achieving higher economic growth while ensuring sustainability.</p> <p>Pillar 6: Making more land available for product and social purposes.</p>	<p>Survey of Namosi Mines and NLC Boundaries.</p> <ul style="list-style-type: none"> ▪ 72km of NLC boundaries to be surveyed. ▪ 38km surveyed – survey started in March 2009 – the most difficult terrain encountered and bad weather conditions. ▪ 4 Survey plans to be submitted. ▪ 6 other plans to be drawn. ▪ 4 Survey plans being checked. ▪ 5 Survey plans plotted and yet to be printed. <p>Survey of Mahogany Plantation at Galoa, Serua.</p> <ul style="list-style-type: none"> ▪ 400 hectares to be surveyed. ▪ 20km of lease access road to be surveyed. ▪ Approximately 2,000 hectares completed by the 4th quarter. ▪ 15km of access road survey completed and 4km of surveyed road redefined. <p>Geodetic Survey at Nukurua, Tailevu.</p> <ul style="list-style-type: none"> ▪ Draw survey plans and submit for checking and approval. ▪ Adjustments carried out and analyzed. More field work is required. ▪ Survey plans has been drawn but returned with requisitions. Awaiting completion of field work required and final adjustments done. <p>Geodetic Survey at Galoa, Naboutini.</p> <ul style="list-style-type: none"> ▪ A primary network to be established with all field work carried out. ▪ A survey plan to be drawn on the adjusted work. ▪ A secondary network is to be established to facilitate future lease boundary surveys.
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			<ul style="list-style-type: none"> ▪ A network comprising of 16 stations was established and field observations by GPS has been completed. The network adjustments was done and analyzed. ▪ The survey plan has been drawn and is being checked in the office. ▪ The reconnaissance survey has been completed with the establishment of more survey stations. All observations required to be carried out in the New Year. <p>Replacement of Survey Equipment.</p> <ul style="list-style-type: none"> ▪ Indents prepared and approved by MTB for the purchase of new survey equipment to replace those obsolete/outdated ones. ▪ 2 sets RTK GNSS Tripod Base Stations and 2 x RTK GNSS Smart Rover plus accessories were purchased. ▪ 7 x Flexline Series (TS06 Ultra-05) plus all required accessories were purchased. ▪ All equipment with accessories has been distributed evenly to the Divisional Survey Offices and Control Station. <p>Survey of Nukurua Mahogany Plantations:</p> <ul style="list-style-type: none"> ▪ DSCE Office have target to complete 17% of the total area for Nukurua Mahogany Plantation which is 7184ha. ▪ One survey plan (SO5607) has been approved on 20/11/09 for the Nukurua Mahogany Survey. ▪ Two more plan drawing in progress. So far we have carried out the field work covering 1645ha out of the total of 7184ha.²⁷
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Survey of Government Properties on Native Land:

- Koronivia Research Station – survey plan is compiled and lodged for checking and approval covering an area of 40ha.
- A request to NLTB to provide us with the survey station.

Kinoya II Residential Subdivision, Suva:

- Completed drainage cleaning.
- Awaiting reply from Nasinu Town Council for completion certificate.
- Completion certificate to be issued by NTC after maintenance period.

Maddocks Road Subdivision (Marine Quarters Site), Delainabua, Suva:

- No progress on the construction of the subdivision sewer connection to the main as land acquisition is still not finalized.
- Land acquisition could not be completed in 4th quarter.
- Construction of sewer connection to be completed in next year.
- Construction for sewer line is dependent on the land acquisition.

Kinoya III Residential Subdivision, Suva:

- Sealing of road into the subdivision has been completed on the 4th quarter.
- Work should commence in 1st quarter of 2010 for the laying of v-drain, water reticulation and FEA power supply.
- RIE for the above will be submitted to finance on the 1st quarter of 2010.

Maintenance of Existing Subdivision, DP2995 and DP3261, Kinoya Road and Velau Drive.

- Council has informed the Department that they will upgrade the footpath hopefully in the 4th quarter – NTC.

			<ul style="list-style-type: none"> Upgrade footpaths and arrange for issued of completion certificate and transfer of maintenance responsibilities to NTC. Referred to Solicitors Generals Office to pursue with legal action. <p>Lots 24-27 DP4828, Makoi:</p> <ul style="list-style-type: none"> Drainage upgrading – work to be carried out by PWD in the 1st quarter. <p>Lot 19 SO4298. Howell Road:</p> <ul style="list-style-type: none"> Waterwise Ltd was contracted to do work for \$38,000.00. \$28,000 already released to Waterwise Ltd for the work.
Sub-Output 11.4 Land Valuation Services.	Strategy 11.4.1 Introduce Valuation services fee, eg. PIB and other Government Departments.	Pillar 4: Enhancing Public Sector Efficiency, performance effectiveness and service delivery.	<ul style="list-style-type: none"> Drafft schedule completed. To be revised in the first quarter of 2010.
	Strategy 11.4.2 Rating valuation for cities and towns.		<ul style="list-style-type: none"> Completed rating re-valuation exercise and presented Rating Roll, Rating Plans and Report to Labasa Town Council. Fees collected \$25,000.00, balance of \$10,000.00 to be collected in the 1st quarter of 2010.²⁸
	Strategy 11.4.3 Roll maintenance valuations for cities and towns.		<ul style="list-style-type: none"> Completed a total number of 125 roll maintenance valuations and total fees charged to the Municipal Councils amounting to \$4,000.00.
	Strategy 11.4.4 Payment of grant-in-lieu of rates to Municipal council.		<ul style="list-style-type: none"> Approved the payment of \$1,473,348.72 - involving 663 properties to councils in the 12 municipalities where the State is liable for rates.
	Strategy 11.4.5 Conduct Compensation Valuation for Municipal Council.		<ul style="list-style-type: none"> Reviewed compensation valuation undertaken for Suva City Council in 2008.
	Strategy 11.4.6 Acquire land for public purposes.		<ul style="list-style-type: none"> Acquired a total number of 215 properties and paid compensation totaling \$1,218,980.00 for a total number of 30 road, water and sewerage projects. Funds for compensation

²⁸ Annual Report 2009 – Ministry of Lands & Mineral Resources

			payments sourced from requesting authorities.
	Strategy 11.4.7 Conduct rental valuations for private premises rented by government.		<ul style="list-style-type: none"> Submitted a total number of 36 quarters and 34 office rental valuation reports and recommended a total monthly rental of \$847,451.00.
	Strategy 11.4.8 Conduct valuations for government buy-back schemes.		<ul style="list-style-type: none"> No new requests received during the reporting period.
	Strategy 11.4.9 Conduct rental valuations for the Prices and Incomes Board.		<ul style="list-style-type: none"> Since all properties except residential have been exempted from the Counter Inflation Act, and there is a freeze on rental increases on residential properties, no valuations, were undertaken.
	Strategy 11.4.10 Conduct 1 valuation for Government Departments/Statutory Bodies.		<ul style="list-style-type: none"> One valuation requested by MLMR undertaken with value assessed at \$16,100.00.
	Strategy 11.4.11 Conduct Rental Assessments (New Leases – Renewals).		<ul style="list-style-type: none"> Total number of 157 rental valuations undertaken totaling an annual rental revenue of \$646,422.00.
	Strategy 11.4.12 Conduct Rental Re-assessments on existing leases.		<ul style="list-style-type: none"> Undertook a total number of 186 rental re-assessment valuations indicating a total annual rental revenue increase of \$178,431. Increase of ground rentals for residential leases to be effective when the freeze on rentals is uplifted by the PIB.²⁹
	Strategy 11.4.13 Assess lease market value.		<ul style="list-style-type: none"> Total number of 6 assessments undertaken indicating revenue of \$64,300.00.
	Strategy 11.4.14 Assess Premiums.		<ul style="list-style-type: none"> Total number of 22 assessments undertaken indicating revenue of \$42,900.00.
	Strategy 11.4.15 Assess penal rents.		<ul style="list-style-type: none"> These rentals are assessed where lessees have breached their lease conditions. There was no such assessment conducted.
	Strategy 11.4.16 Apply for New Native Lease to State.		<ul style="list-style-type: none"> Applied for a total number of 6 leases for State facilities from NLTB. These applications are made

²⁹ Annual Report 2009 – Ministry of Lands & Mineral Resources

			when requested by line ministries to meet their outputs.
	Strategy 11.4.17 Apply for Renewals of Native Leases to State.		<ul style="list-style-type: none"> Applied for a total number of 3 renewals of leases. Completed negotiations for 1 lease and made savings of \$20,000.00. Negotiations for other leases are continuing with NLTB.
	Strategy 11.4.18 Negotiate Rental Re-assessment from NLTB.		<ul style="list-style-type: none"> Negotiated a total number of 3 rental re-assessments for various sites leased by the State.
	Strategy 11.4.19 Assess premium & rental of private school leases.		<ul style="list-style-type: none"> Analyzed a total number of 4 lease offers to private schools by NLTB and informed Ministry of Education that the offers were reasonable.
	Strategy 11.4.20 Update Valuation Division records.		<ul style="list-style-type: none"> A total number of 2000 records updated due to transfer dealings, variation in lease conditions, issuance of new leases and licenses, and subdivisions.
	Strategy 11.4.21 Compile and analyze sales data.		<ul style="list-style-type: none"> A total number of 170 monthly sales information reports sold which resulted in revenue of \$9,562.50.
	Strategy 11.4.22 Compile periodic reports for Valuation Section.		<ul style="list-style-type: none"> Total number of 17 periodic reports, monthly, quarterly and annual prepared and submitted for management's information and analysis.
	Strategy 11.4.23 Compile property market report.		<ul style="list-style-type: none"> Raw data collected. Analysis of these data and compilation of property market report will be completed upon the completion of either up-skilling of current staff, or hiring specialist staff or contracting the work out.
	Strategy 11.4.24 Secretariat for the Valuers Registration board.		<ul style="list-style-type: none"> Four board meetings undertaken during the year. Four applicants for registration undertook practical examinations.
	Strategy 11.4.25 Renewal of expired State Leases project.		<ul style="list-style-type: none"> Project staff hired from 3rd November, 2009. Training programme completed. 24 out of 365 inspection reports completed for renewal of leases in the Central/Eastern Division.

7.0 MAJOR HIGHLIGHTS FOR THE YEAR 2009³⁰

The year 2009 has been one of the most challenging years with highlights stated below as being catalyst for the new directions of the Ministry of Lands & Mineral Resources.

MONTHS	HIGHLIGHTS
January 2009	January floods caused the diversion of capital funds to Flood Rehabilitation where the Ministry diverted F\$20,000 of its capital funds to purchase Agriculture Farm equipment; Cabinet's approval was obtained to waive interests on outstanding rentals for tenants on State Agricultural lands and who were able to meet rentals during the Year 2009.
February-April 2009	Implementation of capital works were delayed due to lack of resources in particular skilled personnel and transport constraints.
May 2009	Public Service Commission decided on the early retirement of all officers reaching the age of 55 years. This prompted the focused capacity building on the filling of technical and professional positions as well as accelerated succession planning.
June 2009	Project officers were appointed to accelerate the implementation of capital projects in the Survey of Mataqali boundaries in mahogany plantations of Nukurua, Galoa and Naboutini. Officers were selected to attend the Diploma in Land Surveying Course at the Fiji Institute of Technology. This prompted the formulation of the 5 year Strategic Plan to guide the Ministry of Lands & Mineral Resources in setting directions to achieve continuous improvements in its service delivery.
July 2009	The Honorable Prime Minister launched the Fiji's Roadmap to Democracy and the Sustainable Framework for Change to achieve Economic Development. Fiji Institute of Technology launched and re-introduced the Diploma in Land Surveying with 25 fully funded students. Project officers were recruited to replace 25 in Service Diploma in Land Surveying at Fiji Institute of Technology.
August 2009	The recruitment of a Change Management Team to guide and assist in the formulation of Strategic Improvement Areas to "change" the work culture and increase productivity, efficiency in service delivery. Community wide consultations were conducted throughout the country.
September 2009	Finalization and adoption of the Offshore Mineral Policy following cabinet's approval. This prompted the gazetting of amendments to clauses of the Mining Act.
October 2009	Submissions were made on the Land Reform Agenda and the formation of a Technical Working Committee under the Chairmanship of the Permanent Secretary, Prime Minister's Office.
November 2009	Launching of the Ministry of Lands & Mineral Resources Strategic Plan 2010-2014. Finalization of the 2010 Annual Corporate Plan following the announcement of the Budget 2010.
December 2009	Preparation, formulation, finalization of implementation document of Strategic Plan 2010-2014 to be piloted in early January 2010.

³⁰ Annual Report 2009 – Ministry of Lands & Mineral Resources

8.0 CONCLUSION³¹

Despite its many organization weaknesses, the Ministry has performed well in seeking ways to gain more efficiency and effectiveness through its 2009 programs. Its unity of purpose and sense of vision for the future arrived after the consultation process in the mid year and ultimately the launching of the five (5) years strategic plan. This is one of the missing links to establish the base for reference and enable more coordination of the human and physical resources.

The great opportunity brought in by the Strategic Frame for Change Coordinating Office (SFCCO) began the improvement steps towards good governance; and came with the obligation to comply with the annual corporate plan template in December; to enable managers link critical government outputs implied in the people's charter; and the respective core and supportive services and sub-outputs.

With the KPIs locked into the respective matrix, the Ministry has gained in knowledge about improved management approaches and monitoring for the future. Its coordinating body through the Senior Planning Team (SPT) paved the way for improved communication, integration and monitoring progress along the journey of planning implementation.

The Ministry looks forward to more smart monitoring and measuring of its performance. Without a commitment to measuring; progress and success cannot be grasped.

A new life and direction has begun for the ministry and documents like this 2009 Annual Report will become more refined and prompt in their submission – narrating what the workers have achieved against the Ministry KPIs in the year.

With the Annual Corporate Plan 2010 completed early in December 2009, the ministry looks forward to following the output achievements closely and being able to narrate what its people have achieved.

³¹ *Annual Report 2009 – Ministry of Lands & Mineral Resources*

SENIOR MANAGEMENT – 2009³²

Minister for Lands & Mineral Resources	-	Mr Netani Sukanaivalu
Permanent Secretary for Lands & Mineral Resources	-	Ms Maria Matawewa
Acting Director of Lands & Surveyor General	-	Mr Kalivati Ratucicivi
Manager Corporate Services	-	Mr Malakai Nalawa
Manager Finance	-	Ratu Jone Lalabalavu
Acting Assistant Director Lands	-	Mr Tevita Nalawa
Acting Director Mapping & Land Information	-	Mr Samuela Naicegucegu
Assistant Director Surveys	-	Mr Mohammed Aiyaz
Principal Surveyor (CONTROL)	-	Mr Paserio Samisoni
Principal Technical Officer (FLIS)	-	Mr Paula Muayara
Senior Technical Officer (STATS)	-	Ms Mereisi Loaloadravu
Senior Technical Officer (COMPUTING)	-	Ms Mereoni Buatoka
Acting Divisional Surveyor Central/Eastern	-	Mr Mosese Tagicakibau
Divisional Surveyor Western	-	Mr Taniela Wacokecoko
Divisional Surveyor Northern	-	Mr Nimilote Fifita
Acting Chief Valuer	-	Mr William Singh
Principal Valuer	-	Mr Apolosi Vinau
Acting Director Mineral Resources	-	Mr Ian Fong
Manager Geological Services	-	Mr Malakai Finau
Manager Geological Survey & Information	-	Mr Tevita Vuibau
Manager Mining	-	Mr Venasio Nasara
Change Manager	-	Mr Aca Thomas

³² *Annual Report 2009 – Ministry of Lands & Mineral Resources*