

PIRSA

Cost Recovery Implementation Statement for the Miscellaneous Fishery

1 July 2022 to 30 June 2023



Government
of South Australia
Department of Primary
Industries and Regions

Cost Recovery Implementation Statement

Information current as of February 2022
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Introduction

Wild catch commercial fisheries in South Australia are managed in accordance with the Department of Primary Industries and Regions (PIRSA) Cost Recovery Policy. This policy requires commercial fishery licence fees to fund services related to commercial fisheries management costs. PIRSA Fisheries and Aquaculture continue to manage the process of consulting with service providers and relevant industry associations to establish fishery-based management programs, which form the basis of annual licence fees.

For each sector, the program required to manage the fishery has the following components:

- Assessment and Research Services.
- Fisheries Management Services.
- Compliance Services, including communication, enforcement and monitoring activities.
- Support Services, including Legislation, Licensing and Business Services (Directorate).

This documentation provides a framework to assist in establishing appropriate research, policy, compliance and support services to manage a fishery.

For further information relating to Cost Recovery Reviews, Policy and Framework, they can be found at https://www.pir.sa.gov.au/fishing/commercial_fishing/pirsa_services_to_fisheries_industry

Consistent with Principle 7 of the PIRSA Cost Recovery Policy, an annual schedule of meetings for stakeholder engagement and support for the cost recovery process in relation to commercial fisheries is outlined below:

| Annual schedule of meetings | | |
|-----------------------------|--|--------------------------------|
| Date | Activity | Parties |
| Sept/Oct | Review long-term objectives for fishery and update if necessary. Identify priority outcomes for upcoming financial year. | PIRSA and industry association |
| October | Develop policy, research and compliance work programs in readiness for discussions (fisheries managers with industry) in November. | PIRSA |
| November | Discuss proposed programs with relevant industry associations and reach agreement on programs for the upcoming period. Industry associations to consult with wider industry. | PIRSA and industry association |
| February | Formal meetings with industry associations to finalise work programs and summarise costs. | PIRSA and industry association |
| March | Submit proposed licence fees to Minister. Prepare Ministerial Notice briefing to vary and prescribe lease and licence fees for the next financial year. | PIRSA and government agencies |
| June | Invoices sent for annual licence fees. | PIRSA |

* Dates above are indicative only and may vary due to unforeseen circumstances that may arise throughout any year.** If a four-year agreement has been adopted, the Cost Recovery Implementation Agreement (CRIA) will determine that an annual meeting will occur to enable annual stakeholder engagement.

Summary Table

| 2021-22 (\$) | PROGRAM AREA | 2022-23 (\$) | COMMENTS | DAYS | FTE |
|----------------------------|----------------------|---------------|--|------|------|
| RESEARCH COSTS | | | | | |
| 548 | Other Research | 572 | Contribution towards Threatened and Endangered Species | | |
| PIRSA RELATED COSTS | | | | | |
| 25,740 | Fisheries Management | 26,250 | Same level of service as previous year | 30 | 0.15 |
| 9,300 | Licensing | 9,480 | Same level of service as previous year | 10 | 0.05 |
| 1,706 | Directorate | 1,740 | Same level of service as previous year | 2 | 0.01 |
| 30,024 | Compliance | 30,624 | Same level of service as previous year | 24 | 0.12 |
| 67,318 | TOTAL | 68,666 | | | |

| Licence Fees 2022-23 (\$) | |
|----------------------------------|--------------|
| Licence Fees | 5,722 |
| Total of Licences | 12 |
| <i>Licence Fees 2021-22 (\$)</i> | |
| <i>Licence Fees</i> | <i>5,610</i> |
| <i>Total of Licences</i> | <i>12</i> |

Program Daily Charge Out Rate 2022-23

| | DAILY RATE (\$) | | | |
|-------------------------------|-----------------|-------------|------------|----------------------|
| | Compliance | Directorate | Licensing | Fisheries Management |
| Total Employee Expenses | 653 | 636 | 513 | 634 |
| Total Operating Expenses | 325 | 92 | 129 | 100 |
| Deprecation and Capital Costs | 70 | 0 | 0 | 0 |
| Total Other Expenses* | 227 | 141 | 305 | 141 |
| TOTAL DAILY RATE | 1,276 | 870 | 948 | 875 |

Please Note: All dollar values have been rounded to the nearest dollar figure.

* Other expenses includes ICT, finance, human resources, WHS, accommodation, insurance and other costs incurred corporately in providing services to divisions, apportioned across PIRSA using a range of cost drivers such as number of logons, headcount, volume data and other workload indicators, in accordance with PIRSA's cost recovery policy.

Fishery Management Objectives

| Long term objectives | Outcomes | Fisheries Management | Compliance | Assessment and Research | Leasing and Licensing |
|--|---|---|--|---|---|
| Ensure Miscellaneous Fishery resources are harvested within ecologically sustainable limits. | Stock Maintenance. | Collate and analyse catch data to inform management decisions for Beachcast marine algae and Dive fisheries. Undertake consultation on the development of the management policies as required. Maintain regular communication with industry and stakeholders. | Implement compliance program, informed by risk assessment. Maintain communication and liaison with industry | Produce TEPS report (all fisheries). Produce data summaries where required to support DAWE accreditations. | Provide ongoing support for licensing, queries. |
| Minimise impacts on the ecosystem. | Progress DAWE recommendations under EPBC Act accreditation. | | | | |
| Cost effective and participative management of the fishery. | Effective engagement with industry. | | | | |

Fisheries Management Program

Program Manager:

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Program summary

The Fisheries Management Unit of PIRSA Fisheries and Aquaculture undertakes activities such as day-to-day management, long-term planning and policy development for South Australian commercial, recreational and Aboriginal traditional fisheries.

The Fisheries Management unit has the following core functions:

- Administer the *Fisheries Management Act 2007* and regulations.
- Day-to-day management of fisheries resources, to ensure catch and effort levels are commensurate with resource sustainability.
- Develop and implement Management Plans, including Harvest Strategy development and ESD risk assessment, in accordance with the *Fisheries Management Act 2007*.
- Provide advice to the Minister for Primary Industries and Regional Development, Chief Executive and Executive Director Fisheries and Aquaculture on matters relating to fisheries.
- Represent the Executive Director, Fisheries and Aquaculture on committees and other forums on matters related to the administration of the *Fisheries Management Act 2007*.
- Develop over-arching policy frameworks to support fisheries management.
- Investigate legislative mechanisms to enable licence transferability.
- Build and maintain relationships with key stakeholders, with a particular focus on the commercial and recreational fishing sectors.
- Progress Australian Government recommendations under EPBC Act (1999) assessment.

Objectives

To provide day-to-day fisheries management services to the Miscellaneous Fishery to government and industry, as well as advice and facilitation of fisheries policy and management issues, through the Fisheries Management Program.

Program strategies and supporting actions and initiatives

Anticipated outcomes

1. Provision of clear instructions for complex legal drafting or compilation of drafts of simple legislative instruments in consultation with the legal manager as necessary for the management of the

Miscellaneous Fishery (regulations, closure notices, licence conditions, Ministerial exemptions etc).

2. Provide advice to the Minister or his/her delegate on setting total allowable commercial catch and effort levels for the Miscellaneous Fishery.
3. Prepare policies to support fisheries management.
4. Prepare submissions to enable regular assessment of the Miscellaneous Fishery under the EPBC Act (1999) if required.
5. Prepare annual report to the Australian Government on EPBC Act (1999) requirements for the Miscellaneous fisheries.
6. Prepare regular fisheries status reports.
7. Develop and maintain day-to-day productive working relationships and outcomes through cooperative management and collaboration with stakeholders.
8. Further the development of co-management arrangements.

Performance indicators

1. Strong industry and government involvement in co-management relationship and adherence to formally agreed co-management arrangements.
2. Develop and implement Management Plan. Management Plans to include Harvest Strategies that protect sustainability of the fishery based on ESD risk assessment processes.
3. Australian Government recommendations met in relation to EPBC assessment.

Program effort allocation

The table below includes an abbreviated suite of core activities and initiatives used to manage risks and reflect the anticipated split of effort and associated costs.

| Activity | Days | FTE | Cost (\$) |
|----------------------|------|------|-----------|
| Fisheries Management | 30 | 0.15 | 26,250 |

Please Note: All dollar values have been rounded to the nearest dollar figure.

| | Deliverables | Due date |
|----|--|----------|
| 1. | Participate in inter- and intra-departmental meetings and workshops on issues relevant to fisheries management. | Ongoing |
| 2. | Liaise within the Fisheries and Aquaculture Division, with SARDI Aquatic Sciences, other parts of PIRSA and other State and Commonwealth agencies on matters relevant to fisheries management if required. | Ongoing |

| | | |
|-----|--|-------------|
| 3. | Liaise within PIRSA, with other government agencies and with industry representatives in implementing decisions relevant to fisheries management. | Ongoing |
| 4. | Conduct regular assessment or review of existing management arrangements for fisheries management, including fisheries performance and interactions with threatened, endangered and protected species. | August 2022 |
| 6. | Participate in industry liaison where practicable to strengthen fishery management knowledge and understanding and develop rapport with licence holders. | Ongoing |
| 7. | Participate in industry development initiatives related to fisheries management. | Ongoing |
| 8. | Attending to general correspondence and enquiries relevant to fisheries. | Ongoing |
| 9. | Provide advice to the Minister in relation to the management of fisheries and Ministerial correspondence. | Ongoing |
| 10. | Communicate on fisheries management issues to key stakeholder groups and the broader community. | Ongoing |

Leasing and Licensing Program

Program Manager:

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Program summary

The Leasing & Licensing unit within PIRSA Fisheries & Aquaculture is responsible for the management of licensing and quota monitoring services.

This business unit provides a range of services related to the timely processing and management of information leading to the issue of licences and other reporting services.

The unit administers a licensing call centre for licence inquiries and other administrative services. The success of these functions is based on maintaining the Primary Industries Information Management System (PIIMS) database.

Objectives

To provide leasing and licensing services to government and industry through the Leasing and Licensing Program.

Program strategies and supporting actions and initiatives

Anticipated outcomes

1. Issue licences to licence holders in an accurate and timely manner.
2. Provide accurate and timely information related to licences.
3. Provide reports as required.

Program effort allocation

The table below includes an abbreviated suite of core activities and initiatives used to manage risks and reflect the anticipated split of effort and associated costs.

| Activity | Days | FTE | Cost (\$) |
|-----------------------|------|------|-----------|
| Leasing and Licensing | 10 | 0.05 | 9,480 |

Please Note: All dollar values have been rounded to the nearest dollar figure.

| | Deliverables | Due date |
|-----|--|----------|
| | Services to directly support the fishery | |
| 1. | Issue and maintain fishery licences. | Ongoing |
| 2. | Database management for licences and licence holder information. | Ongoing |
| 3. | Collect licence fees and associated payments. | Ongoing |
| 4. | Compose and send quarterly instalment notices. | Ongoing |
| 5. | Record and track unpaid invoices. | Ongoing |
| 6. | Compose and send late payment instalment notices for unpaid quarterly instalments. | Ongoing |
| 7. | Draft and issue notices to Fishers. | Ongoing |
| 8. | Process requests for information from fishers who make such inquiries over the counter, through the call centre, via facsimile or e-mail. For example, helping fishers to process information relevant to licensing, boat changes, gear enquiries and fishing regulations. | Ongoing |
| 9. | Regularly update information about licence holders. | Ongoing |
| 10. | Research and prepare documents for public record. | Ongoing |
| 11. | Liaise with government stakeholders to verify the credentials of fishers. | Ongoing |
| 12. | Liaise with PIRSA Fisheries & Aquaculture, SARDI Aquatic Sciences, Crown Solicitors and other state and local agencies on matters relevant to the fishery. | Ongoing |
| 13. | Draft and update licence conditions over the duration of the licensing year as determined by the Executive Director, Fisheries and Aquaculture. | Ongoing |
| 14. | Provide information to licence holders relating to the requirements pursuant to licence administration. | Ongoing |
| 15. | Manage calls from fishers regarding late payment notices, fees and general enquiries about their licences. | Ongoing |
| 16. | Provide support regarding an increased frequency of last minute administrative enquiries from fishers e.g. master changes, boat variations, licence transfers as well as provide advice and support to fishers on licence information, to complete the required forms. | Ongoing |

| | | |
|----|---|---------|
| | Services to support fisheries management | |
| 1. | Participate in inter and intra departmental meetings and workshops on issues relevant to the fishing industry. | Ongoing |
| 2. | Liaise with relevant staff within PIRSA Aquaculture and Fisheries in implementing decisions relevant to the fishery. | Ongoing |
| 3. | Interrogate the PIIMS database to extract information for other stakeholders to use in preparing reports. | Ongoing |
| 4. | Prepare reports requested by internal and external customers including maintenance of a public register of licence holders. | Ongoing |
| 5. | Liaise with information technology providers to maintain PIIMS and administer licensing requests. | Ongoing |

Directorate Program

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Program summary

Business Strategy, within the Directorate Unit of PIRSA Fisheries and Aquaculture, provides a range of services to support fisheries management. These include coordinating the cost recovery process and establishing agreements with service providers; coordinating program provider reports; administering external contracts and agreements; and providing audit, financial and human resource functions.

Objectives

To provide support services to government and industry, as well as advice and facilitation of corporate related policy and management issues, through the Directorate Program that incorporates the Fisheries and Aquaculture Business Strategy unit.

Program strategies and supporting actions and initiatives

Program effort allocation

The table below includes an abbreviated suite of core activities and initiatives used to manage risks and reflect the anticipated split of effort and associated costs.

| Activity | Days | FTE | Cost (\$) |
|-------------|------|------|-----------|
| Directorate | 2 | 0.01 | 1,740 |

Please Note: All dollar values have been rounded to the nearest dollar figure.

Anticipated outcomes

| | Deliverables | Due date |
|----|---|----------|
| 1. | Coordinate and facilitate cost recovery processes and program agreements, including liaising with program providers, managers and financial services as required. | Ongoing |
| 2. | Meet with industry on matters relating to cost recovery, licence setting and related policy issues. | Ongoing |
| 3. | Develop and review cost recovery policy, processes and program agreements. | Ongoing |

| | | |
|-----|--|-----------|
| 4. | Manage major service providers' contractual agreements, and co-management services contractual agreements with industry associations. | Ongoing |
| 5. | Project manage and administer external contractual services and agreements – including liaising with PIRSA Accredited Purchasing Unit, preparing acquisition plans and selecting evaluation criteria, managing tender processes, drafting purchase recommendations and liaising with the Crown Solicitor's office to develop contractual agreements. | Ongoing |
| 6. | Provide advice on procurement and invoicing requirements. | Ongoing |
| 7. | Consult with the Chief Executive, Executive Director, Fisheries and Aquaculture, Director Operations, PIRSA fisheries managers, and the Office of the Minister and other parties as needed. | Ongoing |
| 8. | Ongoing review, development and documentation of the cost recovery model, framework, processes and roles. | Ongoing |
| 9. | Meet agreed timeframes on management and administration of external contractual services. | Ongoing |
| 10. | Appropriate management of industry funds and services. | Ongoing |
| 11. | Provide an Annual Report on PIRSA's service delivery of the Cost Recovery agreement to industry Executive Officer | September |

Fisheries Compliance Operations Program

Regional Manager:

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Function

The Fisheries & Aquaculture Operations Group is comprised of the Regional Operations teams, Offshore Patrol Operations and the Intelligence & Strategic Support teams. The complementary teams undertake compliance activities to educate fishers, deter opportunistic and financially motivated fishery related crimes, and enforce rules and regulations.

The Miscellaneous Fishery has a dedicated State Coordinator who is supported by timely and accurate intelligence briefings from the Intelligence & Strategic Support Team.

A dedicated Compliance Plan has been developed for the Miscellaneous fishery. The Compliance Plan is developed to ensure compliance activities with the fishery are intelligence driven, cost effective and efficient and outcome focused. The three core strategies in order of priority (Education and Awareness, Effective Deterrence and Appropriate Enforcement) are directed at increasing voluntary compliance and maximising effective deterrence.

Following a detailed analysis of all intelligence and information to hand the major risks have been identified, prioritised and rated for the Miscellaneous fishery plan. The resulting plan itemises a series of strategies, actions, and initiatives aimed at achieving the targeted outcomes. In addition, any other risks will be addressed outside of the planned program as the need arises. The risks and strategies to address them are constantly reviewed and assessed for relevance. Contingency plans are in place to address any emerging trend or issues where intelligence received or changes in circumstances within the fishery require attention in addition to monitoring all the rules and requirements of each fishery

The level of effort required to deliver the compliance program in accordance with the dedicated plan is also reviewed annually taking into account;

- previous effort required to deliver established programs developed over last 10 years.
- the identified risks to the fishery and any associated changes.
- shifts or changes to the fishery management.
- changes to fishing practices.
- additional pressures or influences on fishers or the fishery.
- intelligence holdings.

- trends or change behaviours that required monitoring and/or investigation.
- cost effectiveness and identified efficiencies.
- any other relevant information required to deliver an effective compliance program to monitor and enforce the rules and regulations for each fishery.

Activities

- Monitoring of all fishery management systems for compliance.
- Offence identification and response.
- Operational and Investigation Planning and Surveillance.
- Risk assessments, trend and threat analysis.
- Master Operational Planning Process.
- Legislative review for efficacy and relevance.
- Prosecution system maintenance and development.
- Prosecution Steering Committee coordination and assessment.
- Industry liaison and education.

Outputs

- Delivery of Actions and Initiatives against Compliance Plan.
- Educational material.
- Induction information packages.
- Intelligence driven operations and investigations.
- On land and at sea inspections.
- Engagement with fishers.
- Cautions, Expiations and Prosecutions.
- Intelligence briefings and target packages.
- Consultative Industry initiatives and planning.
- Engagement and participation in Rules & Gear Reviews.
- Continued development of cost effective and efficient fishery specific compliance plans.
- Compliance activity reports.
- Annual fishery compliance outcomes.

Performance Indicators

- Increased voluntary compliance.
- Continued development of effective deterrence strategies.
- Accurate intelligence and risk predictions.
- Successful court outcomes for serious offences.
- Development of efficient and cost effective compliance strategies.
- Continued development of stakeholder engagement programs.
- Reduced incidence of reported illegal activity.
- Reduced incidence of documentation errors and inconsistencies.
- Increased integrity in fishery management systems and/or quota systems.
- Increased positive interactions & collaboration with stakeholders.

Program Effort Allocation

Activity, effort and outcomes are collated and reported against each of the identified fishery specific risks and strategies.

The following table includes the number of days predicted to reflect the anticipated split of effort and associated costs to deliver the compliance outputs for 2022/23.

| Activity | Days | FTE | Cost (\$) |
|------------|------|------|-----------|
| Compliance | 24 | 0.12 | 30,624 |

Please Note: All dollar values have been rounded to the nearest dollar figure.

Deliverables

In line with the annual performance report the compliance deliverables will be presented separately.

