

Annual Report on PIRSA's Service Delivery on the Cost Recovery Agreement for the Southern Zone Rock Lobster Fishery

2022-23

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All Enquiries

General Manager, Regulatory and Business Services, Fisheries and Aquaculture

Primary Industries and Regions (PIRSA)

2 Hamra Avenue, West Beach SA

GPO Box 1625, Adelaide SA 5001

T 08 8429 0359

E randel.donovan@sa.gov.au

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Summary of Outcomes for 2022-23

Assessment and Research

Funding Source	Deliverables	Date Completed /Delivered
SLA	Delivered end-of-season (2021/22) SZ presentations to PIRSA Fisheries and Aquaculture and the RLFMAC	July 2022
SLA	Delivered Status report for SZ and NZ (2021/22 season)	October 2022
SLA	Completed SZ September FIMS	October 2022
SLA	Delivered SZ September Fishing Advice Note	October 2022
SLA	Delivered SZ September FIMS Advice Note	November 2022
SLA	Completed SZ January FIMS	January 2023
SLA	Delivered SZ January FIMS Advice Note	March 2023
SLA	Delivered Stock Assessment report for Southern Zone (2021/22 season)	July 2023
FRDC	Project continuation: Improving Southern Rock Lobster on-vessel handling practices, data collection and industry tools for lobster quality assessment (FRDC project 2019/028)	June 2023
FRDC	Project continuation: Evaluation of a smart-phone application to collect recreational fishing catch estimates, including an assessment against an independent probability based survey, using South Australia as a case study (FRDC project 2020/056).	June 2023
FRDC	Project completion: Assessing the efficiency of alternative pot designs for the Southern Rock Lobster (<i>Jasus edwardsii</i>) Fishery (FRDC project 2016/258).	July 2023

Fisheries Management Program

	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.	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 analysis of statistical information on fisheries and interactions with threatened, endangered and protected species.	Ongoing
5.	Deliver a coordinated consultation process with fishery stakeholders through established co-management processes. <ul style="list-style-type: none"> • TACC setting • Consider September quota period start as trial if appropriate • implementation of quota carry-over and over-catch provisions 	September 2022
6.	Participate in industry liaison in the field to strengthen fishery management knowledge and understanding, and develop rapport with licence holders. <ul style="list-style-type: none"> • Pre-season port visit • Mid-season port visits 	Usually Sept/Oct 2022 March 2023 – as required
7.	Support industry development initiatives related to fisheries management for the following: <ul style="list-style-type: none"> • Industry responses to address market disruptions • Access and develop new and emerging markets. 	As required
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

Legal Services Program

	Deliverables
1.	Co-ordinated and reviewed the introduction, amendment or revocation of Fisheries legislation in line with Fisheries Policy decisions i.e. Act or regulation amendments, the introduction of new regulations and drafting of other legislative and administrative instruments such as delegations, licences, permits, closures or exemption instruments as required under the <i>Fisheries Management Act 2007</i> (the Act). New regulations or amendments that required drafting of Cabinet submissions and supporting documentation, including the preparation of drafting instructions, for consideration by Cabinet – in particular amendments to the <i>Fisheries Management (Rock Lobster Fisheries) Regulations 2017</i> to introduce ongoing quota carry over and over-catch provisions and to amend the quota period for the fishery. This service included co-ordinating and reviewing of the cabinet process and working with the Office of Parliamentary Counsel and the Crown Solicitor's Office and other government agencies to ensure that proposed regulatory arrangements were accurately described, drafted and scrutinised before being implemented.
2.	Reviewed licensing arrangements required on an as needs basis to lawfully implement approved fishery management policy and measures within the limitations of the Act. The services included working with the Licensing program (part of Leasing and Licensing) and policy program to ensure licence conditions were effective and where necessary to implement efficient administrative systems and finalised forms and instruments that were legally sound.
3.	Problem solved and reviewed policy developments together with the provision and co-ordination of legal advisory services in liaison with the Crown Solicitor's office relating to the lawful implementation and administration of the Act, regulations and fisheries management policies, interaction with other Acts, and the defence of those policies and arrangements raised in litigation or industry correspondence.
4.	Additional legal services to support and review, on an as needs basis, the legislative compliance of decision-making documentation created for the Executive Director, Fisheries and Aquaculture and the Director Operations and other delegates of the Minister under the Act to safeguard the ongoing sustainability of a fishery in any particular year (where required), depending on positive or negative scientific indicators, implemented new fisheries management arrangements (for example the introduction or variation of a quota system, carry over of quota arrangements) or new administrative or compliance arrangements (for example, changes to licensing processes, conditions, introduction of closures).
5.	Supported compliance with statutory interpretation, problem solving and correspondence advice (per above).

Leasing and Licensing Program

	Deliverables
	Services to directly support the fishery
1.	<ul style="list-style-type: none"> • Issued and maintained fishery licences. • Printed and posted 180 updated registrations and entitlements certificates to all licence holders. • Issued bin tags in PIIMS to licence holders on 195 occasions requiring packaging for posting. • Regular filing and archiving of licensing and quota documentation.
2.	<ul style="list-style-type: none"> • Database management for licence and licence holder information. • Entered new rates into the Primary Industries Information Management System (PIIMS). • Set up of the new Total Allowable Commercial Catch (TACC) into PIIMS for the new quota season. • System maintenance including auditing user access and system testing after any system update.
3.	<ul style="list-style-type: none"> • Quota monitoring and management including issuing of commercial tags and applying for overcatch and undercatch adjustments. • Generated final quota balance statements and posted to all 180 licence holders. • Calculated all quota adjustments required to be entered into PIIMS.
4.	<ul style="list-style-type: none"> • Monitored and supported eBusiness systems. • Monitoring of 9,224 electronic CDR entries through eCatch and PIIMS.
5.	<ul style="list-style-type: none"> • Collected licence fees and associated payments. • Prepared Notice to Fishers and issued annual fee invoicing packs for 180 licences. • Issued invoices and SMS reminders each quarter.
6.	<ul style="list-style-type: none"> • Composed and send quarterly instalment notices.
7.	<ul style="list-style-type: none"> • Recorded and tracked unpaid invoices. • Generated 12 monthly debtor's reports to reconcile annual fee payments. • Monitored payment plans for licence holders that requested alternate payment arrangements. • Created individual payment plans.

	<ul style="list-style-type: none"> • Liaised with Shared Services SA to allocate payments against invoices.
8.	<ul style="list-style-type: none"> • Composed and sent late payment instalment notices for un-paid quarterly instalments. • Generated and audited invoices to ensure correct annual fee amount was raised.
9.	<ul style="list-style-type: none"> • Drafted and issued Notices to Fishers.
10.	<ul style="list-style-type: none"> • Processed 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 and quota, application for licence transfers, boat and master changes, gear enquiries and fishing regulations. • 4700 quota balance statements requested via the online system.
11.	Regularly updated information about licence holders.
12.	Researched and prepared documents for public record.
13.	<ul style="list-style-type: none"> • Liaised with government stakeholders to verify the credentials of fishers. • Processed 209 applications which included liaising with government stakeholders to verify the credentials of fishers as below: <ul style="list-style-type: none"> ➤ 64 vary boat applications ➤ 15 licence transfer applications ➤ 19 vary master applications ➤ 144 quota transfer applications ➤ 12 third party interest applications
14.	<ul style="list-style-type: none"> • Liaised with PIRSA Fisheries and Aquaculture, SARDI Aquatic Sciences, Crown Solicitors and other state and local agencies on matters relevant to the fishery. • Reported licence and quota unit information for cost recovery to assist in calculating new financial year annual fees.
15.	<ul style="list-style-type: none"> • Drafted and updated licence conditions over the duration of the licensing year as determined by the Executive Director, Fisheries and Aquaculture.
16.	<ul style="list-style-type: none"> • Provided information to licence holders relating to the requirements pursuant to licence administration. • Provided support via phone or email to any requests from licence holders
17.	<ul style="list-style-type: none"> • Managed calls from fishers regarding late payment notices, fees and general enquiries about their licences.
18.	<ul style="list-style-type: none"> • Provided support regarding last-minute administrative enquiries from fishers. e.g., master changes, boat variations and quota transfers, as well as provide advice and support to fishers on licence information to complete the required forms.
	Services to support fisheries management

1.	<ul style="list-style-type: none"> Participated in inter- and intra-departmental meetings and workshops on issues relevant to the fishing industry.
2.	<ul style="list-style-type: none"> Liaised with relevant staff within PIRSA Fisheries and Aquaculture in implementing decisions relevant to the fishery.
3.	<ul style="list-style-type: none"> Interrogated the PIIMS database to extract information for other stakeholders to use in preparing reports.
4.	<ul style="list-style-type: none"> Prepared reports requested by internal and external customers including maintenance of a public register of licence holders. Generated reports on licensing information for compliance or fishery management purposes as requested.
5.	<ul style="list-style-type: none"> Liaised with information technology providers to maintain PIIMS and administer licensing requests.
6.	<ul style="list-style-type: none"> Generated quota management reports to update stakeholders on varying Total Allowable Commercial Catch (TACC) returns and end of season quota holdings. Generated 12 monthly quota status reports for industry on catch status and CDRs received.

Directorate Program

	Deliverables
1.	Coordinated and facilitated the cost recovery processes and program agreements, including liaising with program providers, managers and financial services as required.
2.	Met with industry on matters relating to cost recovery, licence setting and related policy issues.
3.	Developed and reviewed cost recovery policy, processes, program agreements.
4.	Managed major service providers' contractual agreements, and co-management services contractual agreements with industry associations.
5.	Project managed and administered 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.
6.	Provided advice on procurement and invoicing requirements.
7.	Consulted 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.
8.	Ongoing review, development and documentation of the cost recovery model, framework, processes and roles.
9.	Met agreed timeframes on management and administration of external contractual services.
10.	Management of industry funds and services.
11.	Provided an Annual Report on PIRSA's service delivery of the Cost Recovery agreement to industry Executive Officer
12.	Coordinated a review of the Co-Management Services request form, managed industry association co management services requests and payments.
13.	Provided administrative support to the Independent Cost Recovery Review Panel, e.g. mail outs to all licence/lease holders, meeting coordination, travel bookings and other adhoc administration support during the review.

Compliance Program

Deliverables

The coordination of compliance outputs is guided by a fishery specific compliance plan which was initially developed in consultation with the Southern Zone Rock Lobster Fishery and is reviewed annually.

The plan ensures compliance effort is intelligence driven, efficient, cost effective and outcome focused. The plan comprises three core outputs (Education and Awareness, Effective Deterrence and Enforcement) and is optimised towards increasing voluntary compliance and maximising effective deterrence.

Analysis of intelligence and information holdings is regularly conducted to identify the major Compliance risks to the sustainability of the Fishery. The combination of strategies, actions, and initiatives are critical to focus the primary compliance effort to manage the risks and achieve targeted outcomes.

The Southern Zone Rock Lobster Fishery Compliance Reports are produced and forwarded to the Executive Officer, South Eastern Professional Fishermen's Association.