

# **Annual Report on PIRSA's Service Delivery on the Cost Recovery Agreement for the Blue Crab Fishery**

2022-23

## Annual Report on PIRSA's Service Delivery on the Cost Recovery Agreement for the Blue Crab Fishery 2022-23

Information current as of 30 June 2023

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## Summary of Outcomes for 2022-23

### Assessment and Research

Funding Source	Deliverables	Date Completed /Delivered
SLA	Surveys for Spencer Gulf and Gulf St Vincent zones of the BCF completed	April 2023
SLA	Advice Note on FIS results delivered	June 2023
SLA	Stock assessment report delivered	June 2023
SLA	Advice Note and fishery assessment presentations to PIRSA Fisheries and Aquaculture and South Australian Blue Crab Pot Fishers Association (SABCPFA) representatives delivered as required	June 2023
Other SLA	Assessment of the South Australian Marine Scalefish Fishery	September 2023
PIRSA	Support PIRSA Fisheries and Aquaculture and industry in review of Management Plan	June 2023
PIRSA	Support PIRSA Fisheries and Aquaculture and industry in industry initiatives	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; Principal Investigator: Dr Crystal Beckmann)	June 2023

# Fisheries Management Program

	Deliverables
1.	<p>Participated in inter- and intra-departmental meetings and workshops on issues relevant to fisheries management.</p> <ul style="list-style-type: none"> <li>• AFMA Climate Change and Fisheries Management meeting</li> <li>• CSIRO Climate adaptation handbook workshop</li> <li>• BDO Econsearch economic indicators workshop</li> </ul>
2.	<p>Liaised 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.</p> <ul style="list-style-type: none"> <li>• Liaised with SARDI regarding the evaluation and monitoring of Blue Crab stocks and on the commencement of the review of the Management Plan for South Australian Commercial Blue Crab Fishery</li> <li>• Engaged with the Department of Climate Change, Energy and the Environment (DCCEEW) regarding potential changes to export approvals under the <i>EPBC Act 1999</i>. Provided Annual Report against the export approval conditions.</li> </ul>
3.	<p>Liaised within PIRSA, with other government agencies and with industry representatives in implementing decisions relevant to fisheries management.</p> <ul style="list-style-type: none"> <li>• Implemented total allowable commercial catch (TACC) limits for the 2022/23 quota period.</li> <li>• Supported administration of the carry-over of uncaught quota including variation of licence conditions.</li> <li>• Administered an extension of the Management Plan for the South Australian Commercial Blue Crab Fishery and commenced a review of the existing Plan.</li> </ul>
4.	<p>Conducted 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.</p> <ul style="list-style-type: none"> <li>• Reviewed the 2021/22 Recreational Fishing Survey.</li> <li>• Review of the SARDI report of the Blue Crab Fishery 2021/22</li> <li>• Reviewed interactions with key species and stocks to inform an update of the EPBC Act Annual Report.</li> <li>• Review of the draft Economic and Social Indicators for the South Australian Blue Crab Fishery 2021/22 report and related new dashboard.</li> </ul>
5.	<p>Coordinated consultation with fishery stakeholders through established co-management processes.</p> <ul style="list-style-type: none"> <li>• Meeting with the South Australian Blue Crab Pot Fishers Association to: <ul style="list-style-type: none"> <li>○ consider Fishery Independent Survey results; and</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ seek recommendations for 2023/24 TACCs and quota carry-over-and over-catch arrangements.</li> <li>• Coordinated a workshop between the South Australian Blue Crab Pot Fishers Association and the Marine Fishers Association to discuss proposals for changes of boundaries for Blue Swimmer Crab (and related crab species).</li> <li>• Supported process to transition to electronic CDRs.</li> <li>• Progressed establishment of and invited nominations for membership of the Blue Crab Fishery Management Plan Review Committee.</li> </ul>
6.	<p>Participated in industry development initiatives related to fisheries management.</p> <ul style="list-style-type: none"> <li>• Progressed consideration of proposals to amend the boundaries of the blue crab fishing zones.</li> <li>• Scheduled in a CSIRO climate change adaptation workshop for 2023/24.</li> </ul>
7.	Attended to general correspondence and enquiries relevant to the Blue Crab Fishery.
8.	Provided advice to Minister in relation to the management of fisheries and Ministerial correspondence.
9.	<p>Communicated on fisheries management issues to key stakeholder groups and the broader community.</p> <ul style="list-style-type: none"> <li>• Several notices to fishers to licence holders in the Blue Crab Fishery</li> <li>• Sent invitations for nominations for membership of the Blue Crab Fishery Management Plan Review Committee</li> </ul>

## Legal Services Program

	Deliverables
1.	Co-ordinate and review 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 require drafting of Cabinet submissions and supporting documentation, including the preparation of drafting instructions, for consideration by Cabinet. This service includes 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, provided 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	
<b>Services to directly support the fishery</b>	
1.	<ul style="list-style-type: none"> <li>Issued annual fee invoicing packs for all licences.</li> <li>Reported licence and quota unit information for cost recovery to assist in calculating new financial year annual fees.</li> <li>Entered new rates into the Primary Industries Information Management System (PIIMS).</li> <li>Regular filing and archiving of licensing and quota documentation.</li> </ul>
2.	<ul style="list-style-type: none"> <li>Managed the database for licence and licence holder information.</li> <li>Set up of the new Total Allowable Commercial Catch (TACC) into PIIMS for the new quota season.</li> <li>System maintenance including auditing user access and system testing after any system update.</li> </ul>
3.	<ul style="list-style-type: none"> <li>Monitored and supported eBusiness systems.</li> </ul>
4.	<ul style="list-style-type: none"> <li>Quota monitoring and management including applying overcatch and undercatch adjustments.</li> <li>Data entry of 781 CDRs.</li> <li>Data entry check of each CDR entered.</li> <li>Manual filing and archiving of all 781 CDR documents.</li> </ul>
5.	<ul style="list-style-type: none"> <li>Generated and audited invoices to ensure correct annual fee amount was raised.</li> </ul>
6.	<ul style="list-style-type: none"> <li>Issued and posted quarterly instalment notices each quarter.</li> </ul>
7.	<ul style="list-style-type: none"> <li>Recorded and tracked unpaid invoices.</li> <li>Generated 12 monthly debtor's reports to reconcile annual fee payments.</li> </ul>
8.	<ul style="list-style-type: none"> <li>Composed and sent late payment instalment notices for unpaid quarterly instalments.</li> </ul>
9.	<ul style="list-style-type: none"> <li>Drafted and issued notices to fishers including the preparation of Notice to Fishers with annual fee invoicing packs.</li> </ul>
10.	<ul style="list-style-type: none"> <li>Processed requests for information from fishers who made such inquiries over the counter, through FISHWATCH, via facsimile or e-mail. For example, helping fishers to process information relevant to licensing and quota, application for licence transfers, boat changes, gear enquiries and fishing regulations.</li> </ul>
11.	<ul style="list-style-type: none"> <li>Regularly updated information about licence holders.</li> </ul>



	<ul style="list-style-type: none"> <li>Printed and posted updated registrations and entitlements certificates to all licence holders.</li> <li>Issued new entitlement certificates and posted out.</li> </ul>
12.	<ul style="list-style-type: none"> <li>Researched and prepared documents for public record.</li> </ul>
13.	<ul style="list-style-type: none"> <li>Processed licensing and quota applications and liaised with government stakeholders to verify the credentials of fishers as required.</li> </ul>
14.	<ul style="list-style-type: none"> <li>Liaised with PIRSA Fisheries and Aquaculture and SARDI Aquatic Sciences on matters relevant to the fishery.</li> </ul>
15.	<ul style="list-style-type: none"> <li>Drafted and updated licence conditions over the duration of the licensing year as determined by the Executive Director, Fisheries and Aquaculture.</li> </ul>
16.	<ul style="list-style-type: none"> <li>Provided information to licence holders relating to the requirements pursuant to licence administration.</li> <li>Issued 13 CDR books and entered detail into PIIMS and packed and posted to licence holders.</li> </ul>
17.	<ul style="list-style-type: none"> <li>Managed calls from fishers regarding late payment notices, fees and general enquiries about their licences.</li> </ul>
18.	<ul style="list-style-type: none"> <li>Provided support that included last minute administrative enquiries from fishers. e.g., master changes, boat variations and quota transfers, as well as provided advice and support to fishers on licence information and application completion.</li> </ul>
	<b>Services to support fisheries management</b>
1.	<ul style="list-style-type: none"> <li>Participated in inter- and intra departmental meetings and workshops on issues relevant to the fishing industry.</li> <li>Provided reports to PIRSA Fisheries Management as required to assist with fishery management decisions.</li> </ul>
2.	<ul style="list-style-type: none"> <li>Liaised with relevant staff within PIRSA Fisheries and Aquaculture in implementing decisions relevant to the fishery.</li> </ul>
3.	<ul style="list-style-type: none"> <li>Interrogated the PIIMS database to extract information for other stakeholders to use in preparing reports.</li> <li>Provided copies of CDR documentation to compliance for quota audit checks.</li> </ul>
4.	<ul style="list-style-type: none"> <li>Prepared reports requested by internal and external customers including maintenance of a public register of licence holders.</li> <li>487 quota balance statements requested via the online system.</li> </ul>
5.	<ul style="list-style-type: none"> <li>Liaised with information technology providers to maintain PIIMS and administer licensing requests.</li> </ul>
6.	<ul style="list-style-type: none"> <li>Generated quota management reports to update stakeholders on varying Total Allowable Commercial Catch (TACC) returns and end of season quota holdings.</li> </ul>

	<ul style="list-style-type: none"><li>• Generated 7 final quota balance statements and posted to all licence holders.</li><li>• Generated 12 monthly quota status reports for industry on catch status and CDRs received.</li></ul>
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## 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.
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.	Appropriate management of industry funds and services.
11.	Provided an Annual Report on PIRSA's service delivery on the cost recovery agreement to the Executive Officer.
12.	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
<p>The coordination of compliance outputs is guided by a fishery specific compliance plan which was initially developed in consultation with the Blue Crab Fishery and is reviewed annually.</p> <p>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.</p> <p>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.</p> <p>The Blue Crab Fishery Compliance Reports are produced and forwarded to the Executive Officer, BCPFA.</p>