

# **Annual Report on PIRSA's Service Delivery on the Cost Recovery Agreement for the Gulf St Vincent Prawn Fishery**

2022-23



**Government  
of South Australia**

Department of Primary  
Industries and Regions

OFFICIAL

## Annual Report on PIRSA's Service Delivery on the Cost Recovery Agreement for the Gulf St Vincent Prawn 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	Advice Note: 2021/22 Standardised annual CPUE results	September 2022
SLA	2021/22 Stock Assessment Report	November 2022
SLA	Stock assessment presentations to PIRSA Fisheries and Aquaculture and Industry delivered as required	November 2022
SLA	December Fishery Independent Survey (FIS) completed	December 2022
SLA	March Fishery Independent Survey completed	March 2023
SLA	May 2023 Fishery Independent Survey completed	May 2023
SLA	Advice Note: December 2022, March 2023, and April/May 2023 FIS results	July 2023
PIRSA	Support implementation of Harvest Strategy and Management Plan	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
FRDC	Project EOI/Proposal: A cost-efficient stock assessment program to determine status and set quota for Southern Calamari fisheries.	June 2023

# Fisheries Management Program

	Deliverables
1.	Coordinated and facilitated a meeting of licence holders in the fishery to seek advice on the setting of total fishing nights for the 2022/23 season of the GSVPF.  Implementation of the revised Harvest Strategy in the 2022 Management Plan.
2.	Participated in inter- and intra-departmental meetings and workshops on issues relevant to fisheries management including:  Total nights setting (TACE) Regulatory amendments to the prescribed periods for the fishery
3.	Liaised within the Fisheries and Aquaculture Division, with SARDI Aquatic Sciences, other parts of PIRSA on the application, development and implementation of decisions relevant to fisheries management.  <ul style="list-style-type: none"> <li>• Review of BDO economic report for the fishery 2021/22</li> <li>• Review of fishery data (survey data (FIS) and Catch Per Unit Effort (CPUE) data)</li> <li>• Implementation of Regulation 10 notices for survey purposes</li> <li>• Confirmation of carry-over and over-catch provisions including audits on licences</li> </ul>
4.	Regular liaison with the Executive Officer and other representatives of the Saint Vincent Gulf Prawn Boat Owners Association (SVGPBOA) and licence holders in the fishery on the application, development and implementation of decisions relevant to fisheries management. Deliverables included:  <ul style="list-style-type: none"> <li>• Setting of total fishing nights</li> <li>• Amendments to prescribed fishing periods</li> <li>• Carry over provisions for the fishery</li> <li>• Regulation 10 notices for survey requirements</li> </ul> Attended licence holder meeting to provide fishery manager introduction and update.
5.	Attended to general correspondence and enquiries relevant to the fishery.
6.	Provided advice to the Minister in relation to the management of fisheries and Ministerial correspondence including:  <ul style="list-style-type: none"> <li>• Setting of total nights for the 2022/23 season</li> <li>• Amendments to prescribed periods for the fishery</li> <li>• Information regarding economic performance in the fishery</li> </ul>
7.	Communicate on fisheries management issues to key stakeholder groups and the broader community.  <ul style="list-style-type: none"> <li>• Setting of total fishing nights</li> <li>• Amendments to prescribed fishing periods</li> </ul>
8.	Provided advice to and participated in the Gulf Saint Vincent Prawn Fishery Management Advisory Committee (GSVPFMAC) including  <ul style="list-style-type: none"> <li>• Total fishing night setting</li> </ul>
9.	Provided advice to and participated in the Research Sub-Committee (RSC) of the GSVPFMAC including contribution to research projects.

## 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 (Prawn Fisheries) Regulations 2017</i> to implement carry over and over-catch provisions for fishing night entitlements and update regulated coordinates to GDA2020 in line with the national standard. 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
	<b>Services to directly support the fishery</b>
1.	<ul style="list-style-type: none"> <li>• Issued and maintained fishery licences.</li> <li>• Printed and posted 10 updated registrations and entitlements certificates to all licence holders.</li> <li>• Manual filing and archiving of all 40 logs.</li> <li>• Regular filing and archiving of licensing and quota documentation.</li> </ul>
2.	<ul style="list-style-type: none"> <li>• Database management for licence and licence holder information.</li> <li>• System maintenance including auditing user access and system testing after any system update.</li> <li>• Entered new rates into the Primary Industries Information Management System (PIIMS).</li> <li>• Set up of the prescribed number of fishing nights into PIIMS for the new fishing season.</li> <li>• Entered new unit value against all 10 licences.</li> </ul>
3.	<ul style="list-style-type: none"> <li>• Recording and tracking of fishing night entitlements.</li> <li>• Data entry of 40 fishing night logs.</li> </ul>
4.	<ul style="list-style-type: none"> <li>• Applied undercatch adjustments to fishing night entitlements for unused nights in previous fishing periods.</li> <li>• Calculated uncaught nights on all 10 licences and apply additional nights to allocation for following season.</li> <li>• Converted uncaught units into nights and calculated corresponding unit value for the new season.</li> </ul>
5.	<ul style="list-style-type: none"> <li>• Collected licence fees and associated payments.</li> <li>• Issued annual fee invoicing packs to 10 licences.</li> <li>• Generated and audited invoices to ensure correct annual fee amount was raised.</li> <li>• Issued invoices and SMS reminders each quarter.</li> </ul>
6.	<ul style="list-style-type: none"> <li>• Composed and sent quarterly instalment notices.</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.</li> <li>• Prepared Notice to Fishers for annual fee invoicing pack.</li> </ul>
10.	<ul style="list-style-type: none"> <li>• 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</li> </ul>

	process information relevant to licensing, application for licence transfers, boat changes, gear enquiries and fishing regulations.
11.	<ul style="list-style-type: none"> <li>Regularly updated information about licence holders.</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>Liaised with government stakeholders to verify the credentials of fishers.</li> <li>Processed applications which included liaising with government stakeholders to verify the credentials of fishers as below:               <ul style="list-style-type: none"> <li>➤ 1 licence transfer application</li> <li>➤ 1 vary master application</li> <li>➤ 9 fishing night units transfer applications</li> </ul> </li> </ul>
14.	<ul style="list-style-type: none"> <li>Liaised with PIRSA Fisheries and Aquaculture, SARDI Aquatic Sciences, Crown Solicitors and other state and local agencies on matters relevant to the fishery.</li> <li>Provided reports to fisheries management as required to assist with fishery management decisions.</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> </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> <li>Provided support via phone or email to any requests from licence holders.</li> </ul>
18.	<ul style="list-style-type: none"> <li>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.</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>Reported licence and quota unit information for cost recovery to assist in calculating new financial year annual fees</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> </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> </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 entitlement reports to update stakeholders on varying Total Allowable Commercial Effort (TACE) returns and end of season fishing night holdings.</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, 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.	Coordinated a review of the Co-Management Services request form, managed industry association co management services requests and payments.
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 Gulf St Vincent Prawn 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 Gulf St Vincent Prawn Fishery Compliance Reports are produced and forwarded to the Executive Officer, GSVFBOA.</p>