

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

Information current as of 30 June 2023

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Summary of Outcomes for 2022-23

Assessment and Research – Vongole

Funding Source	Deliverables	Date Completed /Delivered
Coffin Bay		
SLA	Work with PIRSA Fisheries and Aquaculture and industry to review the survey design	August 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
West Coast		
SLA	Work with PIRSA Fisheries and Aquaculture and industry to review the survey design	Commenced, but not completed (industry providing additional feedback post 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(FRDC project 2020/056; Principal Investigator: Dr Crystal Beckmann).	June 2023

Fisheries Management Program

	Deliverables
1.	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.
2.	<p>Liaised within PIRSA, with other government agencies and with industry representatives in implementing decisions relevant to fisheries management.</p> <p>Meetings were held with Vongole licence holders in relation to a new Harvest Strategy , TACC setting and the location of the Fishery Independent Survey sites.</p>
3.	Undertook meeting to seek advice from licence holders and industry representatives on the setting of the TACC for 2023/24 on 30 May 2023.
4.	<p>Commenced review and development of the Vongole harvest Strategy including:</p> <ul style="list-style-type: none"> ○ Meeting with industry representatives in November 2022 to seek advice on a new Harvest Strategy ○ Providing a draft Harvest Strategy to industry representatives to review ○ Meeting with Industry representatives in June 2023 to present and discuss a draft Harvest Strategy.
5.	<p>Participated in industry liaison in the field and on vessels to strengthen fishery management knowledge and understanding and develop rapport with licence holders and divers.</p> <p>Fisheries Manager visited licence holders in the field and Port Lincoln to build rapport and provide licence holders the opportunity to present issues.</p>
6.	Attended to general correspondence and enquiries relevant to the Vongole Fishery.
7.	<p>Provided advice to the Minister in relation to the management of fisheries and Ministerial correspondence. Advice provided included:</p> <ul style="list-style-type: none"> ○ Setting the TACCs for the zones of the fishery (Coffin Bay, West Coast and Port River) ○ Costs associated with management of the Vongole Fishery.
8.	Communicated on fisheries management issues to key stakeholder groups and the broader community, which included advice on the setting of the TACC for the 2023/24 quota period.

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. 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. • Issued and printed new licence and entitlements extracts for all active licences. • Generated final quota balance statements and posted to all Vongole quota holders. • Calculated any quota adjustments required to be entered into PIIMS. • Generated and posted updated registration and entitlements certificates. • Data entry of 369 Vongole CDRs. • Data entry check of each CDR entered. • Manual filing and archiving of 369 CDR's and other various licencing documents. • Issuing of 3 Vongole CDR books into PIIMS and packing and posting to licence holders.
2.	<ul style="list-style-type: none"> • Database management for licences and licence holder information. • Entered new rates into the Primary Industries Information Management System (PIIMS). • System maintenance including auditing user access and system testing after system updates.
3.	<ul style="list-style-type: none"> • Managed changes to licences as part of the MSF reform management arrangements, including new licence fees and arrangements for the Vongole Fishery to be established as a stand-alone fishery separate from the MSF.
4.	<ul style="list-style-type: none"> • Collected licence fees and associated payments. • Issued annual, and quarterly updated, fee invoicing packs, for 12 licences.
5.	<ul style="list-style-type: none"> • Composed and sent quarterly instalment notices.
6.	<ul style="list-style-type: none"> • Recorded and tracked unpaid invoices. • Generated and audited invoices to ensure correct annual fee amount was raised.
7.	<ul style="list-style-type: none"> • Composed and sent late payment instalment notices for unpaid quarterly instalments.
8.	<ul style="list-style-type: none"> • Drafted and issued Notices to Fishers. • Prepared Notice to Fishers for annual fee invoicing pack

9.	<ul style="list-style-type: none"> • 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 and quota, application for licence transfers, boat and master changes, gear enquiries and fishing regulations. • 146 quota balance statements requested via the online system.
10.	<ul style="list-style-type: none"> • Regularly update information about licence holders.
11.	<ul style="list-style-type: none"> • Research and prepare documents for public record.
12.	<ul style="list-style-type: none"> • Liaised with government stakeholders to verify the credentials of fishers. • Processed 17 licensing and quota applications and liaised with government stakeholders to verify the credentials of fishers as required: <ul style="list-style-type: none"> ➤ 1 vary boat application ➤ 2 licence transfer applications ➤ 14 quota transfer applications
13.	<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. • Regularly provided copies of CDR documentation to compliance for quota audit checks. • Generated reports on licensing and catch information for fishery management purposes as requested.
14.	<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.
15.	<ul style="list-style-type: none"> • Provided information to licence holders relating to the requirements pursuant to licence administration.
16.	<ul style="list-style-type: none"> • Managed calls from fishers regarding late payment notices, fees and general enquiries about their licences. • Provided support via phone or email to any requests from licence holders.
17.	<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.
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 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 and program agreements.
4.	Manage 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 Marine Scalefish (MSF) and Vongole Fishery. An updated specific compliance plan is being developed for the Vongole Fishery and will be 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 Vongole 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 Vongole Fishery Compliance Report is produced and forwarded to the Chairperson/Public Officer, Vongole Fishers Association of South Australia.</p>