**DEPARTMENT OF ENVIRONMENT AND PRIMARY INDUSTRIES**

# FISHERIES COST RECOVERY STANDING COMMITTEE

Meeting #38 – Draft Minutes

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| Meeting details: | Date: Monday 22 June 2015From: 10:00am to 3:30pm **Location: Department of Economic Development, Room 15.8, 1 Spring Street, Melbourne, VIC.** |
| Members attending: | Ian Cartwright (Ind. Chair) | Gary Leonard (Industry) | Mark Edwards (DEDJTR) |
|  | Markus Nolle (Industry) | Geoff Ellis (Industry) | Terry Truscott (DEDJTR) |
|  | Johnathon Davey (SIV) | Harry Peeters (Industry) |  |
| Apologies: | Ed Meggitt (Industry) |  |  |
| Executive Support: | Megan Njoroge (DEDJTR) |  |  |
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| Advisors/observers: | Travis Dowling, Executive Director FisheriesIan Parks, A/Director Education & EnforcementAllison Webb, Director, Fisheries Management & ScienceSean Buck (observer)  |

| **◆ Paper provided 🞎 Paper to be Tabled at Meeting ▲Verbal Report** |
| --- |
|  |  |  | TIME | WHO | ACTION |
|  |  | **FCRSC** |  |  |  |
| 1 | ▲ | Welcome  | 10:00am | Ian Cartwright | Noting |
| 2 | ▲ | Apologies and guests | 10:05am | Ian Cartwright | Noting |
| 3 | ▲ | Acceptance of agenda | 10:10am | Ian Cartwright | Decision |
| 4 | ◆ | Register of Interest | 10:15am | Ian Cartwright | Decision |
| 5 | ◆ | Previous Minutes  | 10:20am | Ian Cartwright | Decision |
| 6 | ◆ | In-coming/out-going correspondence | 10:25am | Megan Njoroge | Noting |
| 7 | ◆ | Progress on Action Items from previous meeting/s | 10:30am | Megan Njoroge | Noting |
|  |  | **ITEMS FOR DISCUSSION/NOTING** | Indicative |  |  |
| 8 | ◆◆🞎◆🞎 | 1. Price data for calculating GVP
2. Defining service delivery
3. Industry meetings and revision of service schedules

*[break / lunch]*1. Progress on actions from fishery-specific forums and industry issues 2015
2. Third Party Contracting
 | 11:00am*12:00pm*12:30pm | Mark EdwardsMark Edwards/Megan NjorogeJohnathon Davey/Allison WebbMegan NjorogeMarkus Nolle | DiscussionDiscussionDiscussionDiscussionDiscussion |
| 9 | ▲ | Other Business1. Correspondence
2. Quarter Four report
3. Abalone services – compliance & administration
 | 3:00pm | All |  |
| 10 | ▲ | Next Meeting – TBC | 3:25pm | Ian Cartwright | Noting |
| 11 | ▲ | Wrap Up & Close | 3:30pm | Ian Cartwright |  |

FISHERIES COST RECOVERY STANDING COMMITTEE

Draft Minutes

Meeting #38 – 22 June 2015

**1) Welcome**

The meeting commenced at 10.07am and the Committee elected Mark Edwards to Chair the meeting until Mr Cartwright arrived at 11.00am. Mr Edwards welcomed the Committee.

The new EDFV was introduced and welcomed by FCRSC.

The Committee noted that the SARDI contract arrangements for rock lobster research had been extended and expressed their strong disapproval of the way the matter had been handled. FV gave a commitment to meet with industry to discuss delivery of services associated with the extension of the SARDI contract. Industry noted the abalone survey contract will expire soon too, and they wanted to discuss this contract before it is renewed.

**2) Apologies and Guests:**

Guest: Mr Travis Dowling, Executive Director, Fisheries

Guest: Ms Allison Webb, Director, Fisheries Management & Science

Guest: Mr Ian Parks, A/Director, Education & Enforcement

Guest: Mr Sean Buck, Industry representative, Central Zone Abalone

**3) Acceptance of Agenda**

The Chair requested any changes to the agenda. Mr Buck requested that two matters regarding abalone be added to other business. The agenda was modified and accepted by the Committee.

**4) Register of Interest**

**BACKGROUND**: At meeting #34 FCRSC agreed to circulate a Register of Interest template at the commencement of each meeting. The template was circulated for meeting #38.

**OUTCOME:** FCRSC members signed the document but no updates were required.

**ACTION**:

1. The Secretariat will update the Register and file the original document with FCRSC papers for meeting#38.

**5) Previous Minutes**

**BACKGROUND**: Draft Minutes of FCRSC meeting #37 of 19 February 2015 were circulated to members on 2 March 2015 for comment by 11 March 2015.

Comment was received from Mr Davey and Mr Edwards. The Chair authorised DEDJTR to publish the Draft Minutes of FCRSC meeting #37 and publishing of the minutes was held over until the new website becomes available.

**OUTCOME**: FCRSC noted that the actions from meeting #37 to discuss competitive neutrality and invite a cost recovery ‘expert’ from DTF to attend at meeting #38 has been withdrawn by Mr Peeters at this time.

Industry raised the matter of services in the WP/PPB licence as the buyout progresses, noting that industry’s view is that given the resource is predominately to become a recreational resource that they should be paying for all science and more compliance than the commercial fishery. FV representatives commented that as it is envisaged a long line fishery will continue in PPB, there will still be costs recovered and that costs will be reviewed as services change, noting that, for example, research costs would be expected to change as the proportion of commercial catch decreased. Industry was not satisfied with this and sought for this to be discussed at future cost recovery meetings.

FCRSC agreed that Item 37-8(a) be amended to include the concern of industry members of FCRSC that reduced cost of services due to inactivity within a licence class is appropriately accounted for (including decreased costs where required) and that cost shifting to other licence classes does not result.

The Committee noted that while a significant reduction of commercial licences had occurred over a period of years, the difference from one year to the next was small. (*Sec. note: the derivation of costs for compliance and administration were discussed at meetings #35 and #36 and FCRSC approved costs that had been reviewed for both services since the previous meeting ie when licence numbers were similar to current numbers*.) Industry noted that while small, this still needs to be considered as we are discussing cost recovery, not budget recovery.

Mr Davey noted that a suggested insertion of text into 8(b) *Assessing delivery of cost recoverable services for the purpose of determining waiver or reductions to levies*, had been omitted and it raises some significant concern for industry. FCRSC discussed misrepresentation of industry’s views as a key consideration for non-delivery of services. Industry members wanted to reinsert the word ‘misrepresentation’ into paragraph 3 of the ‘Outcome’ section.

Section 8(d) of the minutes of meeting #37 were discussed in relation to the text ‘where possible’ at the end of the ‘Outcome’ paragraph. FCRSC agreed that ‘where possible’ be deleted. The FCRSC is established to review schedules and their associated costs. It is essential that the FCRSC be presented with, and consider the relevant information, facts and figures necessary for the FCRSC to efficiently and effectively undertake the work it has been established to do.

Industry commented that progress on development and adoption of electronic applications had been slow in the commercial fishing sector.

FCRSC re-iterated its role in approving changes to the schedule ie FCRSC to sign off on all schedules.

(*Sec note: As per discussion at Item 38-8(b), FCRSC will be requested to approve changes to the cost recovery service schedules prior to the cost recovery industry meetings. This needs to occur prior to FCRSC #39 to meet the timeframe for industry meetings. Given that further changes will take place as per Item 38-8(c), this final approval will necessarily take place after the industry meeting process has been completed*. *At meeting #37 it was agreed FCRSC would approve a final version of service schedules for each fishery prior to the end of 2015 which would be used to assess service delivery for 2015/16 cost recovery.)*

The Secretariat proposes that final approval of 2015 Cost Recovery Service Schedules occur at the first FCRSC meeting after 1 November 2015.

**ACTIONS**:

1. FCRSC to consider cost recovery levies for research as the WPPPB netting buyout progresses.
2. Secretariat to adjust Minutes#37 as per comments agreed at meeting #38.
3. Include the WP/PPB licence buy out and future commercial fishery attribution of costs on next meeting agenda

**6) In-coming/out-going correspondence**

**BACKGROUND:**  Mr Bill Allan wrote to the Chair, FCRSC on 7 February 2015. The Committee agreed that the Chair would respond. A response was prepared, however, Mr Allan wrote to the Minister and the Department on other matters and resolution of these matters has held up a reply.

It was proposed that all correspondence received directly by FCRSC be dealt with under Item 6 ‘In-coming/out-going correspondence’ and that correspondence directly relevant to FCRSC received directly by the DEDJTR be included at Item 8 under ‘Industry issues 2015’. This item will also include issues yet to be completed from the 2014 cost recovery forums and issues raised in 2015.

* All correspondence received by the Chair and Secretariat about cost recovery since the last meeting was tabled. Letter of 8 April 2015 from the Chair FCRSC to the Minister
* Letter of 11 June 2015 from the Minister to the Chair FCRSC

**OUTCOME**: The Committee agreed that the Chair reply to Mr Allan acknowledging his letter even though other matters were being addressed directly by the Minister and the Department.

Concerns resulting from a process to test mercury levels at Gippsland Lakes through a coordinated effort by EPA, Health, licence holders and FV were raised. FCRSC noted that the broader concerns on compliance activities were to be discussed at a meeting of FV and SIV in the near future. FV agreed to refer the issues relevant to cost recovery for compliance in Gippsland Lakes to the Director, Education and Enforcement.

The FCRSC discussed the correspondence received from the Victorian Sea Urchin fishery regarding the increased licence fees for the 2015/16 season; the correspondence claimed that the fee charged was greater than agreed at the establishment of the Urchin Fishery. FCRSC noted that the fee referred to in the correspondence was the total fee/charge and included the SIV and FRDC levies. The SIV and FRDC levies were not included in the ‘Overview of management arrangements and outcomes from consultation on the sea urchin fishery’ which was agreed with industry at the establishment of the fishery. FCRSC noted that this matter is to be discussed further in the fishery-specific industry forum in Mallacoota in the coming months.

Mr Nolle raised a concern regarding inconsistency of cost recovery levies from different FV sources, and confusion about total levies when multiple quota units are owned. The Committee agreed that total fees and levies should be included on licence renewals from 2016, including a breakdown of costs where quota units are involved. FCRSC agreed all sources of cost recovery levies should be consistent and asked FV to ensure this. It was noted that recoverable costs for some Eastern Zone Rock Lobster licences had increased considerably (e.g. from $3900 in 2014/15 to $6900 in 2015/16) and this was largely related to the change in attribution of costs between licence and quota held.

Following a request from Ballarat Fish Acclimatisation Society to EDFV to reduce its levies, FCRSC agreed that where an entity receives a reduction in cost recovery levies and fees as a result of being not-for-profit and is staffed by volunteers, costs will not be shifted to remaining operators in the fishery.

In the context of effectiveness of compliance, the VAGO report into compliance services provided by the Department was raised. The Department was asked to make available its response to the compliant process for fisheries related issues identified by VAGO.

**ACTIONS:**

1. FV to adjust licence renewal letter to include clarity of dollar value based on quota owned.
2. FV to remove levy calculator from web and cross check cost recovery levies across Regulations, spreadsheet and licence renewals. FV to provide final levy model spreadsheet annually to FCRSC prior to the licensing year.
3. Chair to circulate draft of letters to Minister to Committee with 3 day window for feedback.
4. Chair to forward acknowledgement to Mr Allan.
5. FV to provide information on the complaints process in response to the VAGO report.
6. FV to list all relevant correspondence received between meeting to increase transparency and confidence

**7) Progress on Action Items from meeting #37**

**BACKGROUND:**  Action items from meeting #37 were identified as Complete, Pending or Agenda Item.

**OUTCOME:** FCRSC noted progress on meeting #37 Action Items, including items where action had not been finalised and no further action was required at this time.

FCRSC noted where corrections were required to reflect revised status at Items 37-6 and 37-7.

Following an out-of-session request from the Committee, the Chair agreed to circulate all correspondence from him on behalf of FCRSC with responses to be received within 3 days. The FCRSC Terms of Reference will be amended at the first opportunity to reflect this change.

**ACTIONS:**

1. Action item 37-6 to be assigned ‘Pending’ status until such time as a letter is sent to Mr Allan from the Chair.

2. Action items 37-7 (2) and (3) to be amended to ‘No further action‘ following advice from Mr Peeters that the matter would not be pursued through FCRSC at this time.

3. The Chair to circulate to FCRSC members any draft correspondence to the Minister prior to sending, allowing 3 days for feedback from the Committee.

**8) Items for discussion/noting**

***8(a) Price data for calculating GVP***

**BACKGROUND:** At FCRSC #35, members discussed the possibility of licence holders providing finfish price data on a voluntary basis in existing logbooks. FCRSC members suggested that it might be more effective to collect data through industry bodies and the Melbourne Seafood Centre (MSC). FV has had a number of discussions with the MSC about options for obtaining price data but the matter has not been sufficiently progressed through this channel. FV has discussed the matter with SIV, seeking a range avenues for the data to be collected. FCRSC agreed that the importance of price data for both government and industry warrants consideration of alternative measures for sourcing price data, including directly from MSC wholesale agents..

**OUTCOME:** FCRSC agreed that a voluntary approach was preferred over a regulated log book approach, and supported using available channels through wholesalers to seek data. MSC and Lakes Entrance Co-op were identified as preferred sites for data collection. FCRSC supported FV and SIV holding further discussions on developing a shared database to hold price data.

Fish Receivers were identified as a continuing source for abalone price data. Similarly, rock lobster processers would be appropriate sites for RL price data.

The Lakes Entrance Co-op was identified as being a source for selected finfish price data with closer to beach price data available. Industry members of FCRSC were supportive of collecting market price data then as required applying a 10% reduction to cover on-costs of transport, market costs etc as an initial standardised approach for collecting beach price.

SIV advised it would be discussing the matter further at its next Board meeting.

**ACTIONS:**

1. FV and SIV to progress the establishment of a shared database for price data, considering i) the use of a variety of sources including access to wholesalers at the Melbourne Seafood Centre and ii) cost.

***8(b) Defining service delivery***

**BACKGROUND**: At meeting #37 FCRSC agreed that the 75% threshold was a key reason for concern in assessing cost recoverable services. FCRSC agreed that the threshold should be amended in the Regulations from ‘was at least 25% less than’ to ‘was materially under-delivered’ and, subject to this proving to be workable, this position would be put to the Minister. FCRSC agreed that assessment of services should include timeliness, cost and quality. The best way to ensure quality is for fishery managers and industry to agree the services which will be delivered through a process of engagement and consultation. FCRSC agreed that a default-based system should be the outcome ie it would be assumed that services were delivered (with non-delivery by exception). Criteria for non-delivery could be quality-based eg errors, key content missing, misrepresentation, or it could be process–based eg timeliness of meetings and minutes. However, further discussion of ‘material under-delivery’ was required to establish it as a workable replacement for the existing requirement in the Regulations.

Five examples of the condensed quarterly reports were circulated for FCRSC to use to assess material delivery.

**OUTCOME:**

The Committee agreed that improved specification of targets and performance indicators should be included in the service schedules for some services to facilitate ready recognition of delivery or non-delivery in the assessment of services.

FCRSC agreed that the annual report should provide information against deliverables that is consistent with the service schedule agreed for the fishery for that year, and that the text in the annual report should directly reflect that in the service schedule. It is anticipated that, as of 1 April 2016, this would represent the service schedule as at 1 April of the relevant year.

The Committee discussed what would constitute ‘material under-delivery’ and agreed it would apply where significant impact resulted from a level of delivery less than specified. As examples, the Committee agreed that where the setting of TACC or closure of a fishery would be impacted, this would constitute a ‘material’ impact.

FCRSC agreed to the use of “traffic light” indicators in quarterly reports as a mechanism for fishery managers to identify where services may be at risk of under-delivery, particularly where a service is delivered over an extended period.

Industry members of FCRSC requested that FV provide compliance monitoring over time that would show trends in inspections and risks for monitoring compliance efficiencies and cost savings over time, noting that industry had not been informed of any changes to risk assessments for compliance for the current year while inspections appear, as reported by fishers, to be increasing.

FV agreed to a 9 month reporting year for Compliance services in 2015/16 to allow the reporting year to match the cost recovery year for other services. From 1 April 2016 onwards compliance services will be reported on an annual (12 month) basis in accordance with the cost recovery reporting requirements

FV agreed to provide a single paragraph per fishery indicating key compliance risks for that fishery at the start of the licensing year to allow more transparent assessment of delivery for compliance services at the end of the year. This approach will commence at 1 April 2016.

Industry members of FCRSC considered that late delivery of abalone modelling for the Central and Western zones constituted under-delivery as it did not allow sufficient time for proper industry consultation leading to the TACC forums for the respective fisheries. The Committee discussed how this disagreement would be resolved.

*It was noted that where disagreement remained, the Minister would be advised of the opposing viewpoints and the final decision would belong to the Minister. It was noted that briefing from the department to the Minister would specify where those matters of common agreement occurred and identify where matters of opposing viewpoints remained.*

**ACTIONS:**

1. FV to provide service specification and performance indicators for each deliverable in the service schedules.

2. Tracked change revisions in service schedules to be endorsed by FCRSC following industry meetings.

3. FV to add a “traffic light” column” in quarterly reports.

4. FV to review and amend final reports against service schedules for consistency of text.

5. Revised specifications and indicators to be used in assessing delivery through annual report.

6. FV to provide a paragraph per fishery, including key risks, for assessment of compliance services as of 2016.

7. FV to provide an annual report in July 2015 and in May for subsequent years.

8. Final assessment to indicate where consensus on delivery and non-delivery. Where consensus is not reached, two versions will be presented, each representing a different point of view.

***8(c) Industry meetings and revision of service schedules***

**BACKGROUND:**  At meeting #37, FCRSC agreed that further review of services through industry consultation was necessary for 2015. Fisheries management and SIV agreed to work together to establish a timetable of industry meetings between May and August 2015. A timetable agreed between SIV and FMS was provided to the meeting.

**OUTCOME:** The Committee noted that FV and SIV had agreed a draft schedule for industry meetings between August and October 2015. FCRSC noted meetings had been scheduled to allow adequate time for discussion on cost recovery matters where multiple items were on the agenda.

FCRSC supported attendance by relevant Fisheries Officers at the meetings, and where appropriate, for policy staff to attend. Industry expressed their support for the Director, Fisheries Management and Science attending the meetings. FCRSC agreed the fishery manager would cover discussion on research services at meetings.

Industry raised a concern that abalone fisheries were subsidising the cost of FV attendance at meetings based on the service schedule costings for each fishery. It was noted this matter was fishery specific and better addressed in a fishery specific forum.

FCRSC was advised that issues raised at industry meetings after 31 October may not meet the deadline for inclusion in the Regulatory amendment package for 2016.

**ACTIONS:**

1. SIV and FMS to reconsider the draft meeting schedule with a view of finalising this in the near future.

2. Fisheries officers to attend industry meetings with suitable representatives from Fisheries Management, including the responsible fishery manager.

3. Policy staff to attend rock lobster and abalone meetings (and other meetings as agreed) with fishery manager.

4. FV to provide original and revised service schedules prior to industry forums.

***8(d) Progress on actions from fishery-specific forums and industry issues 2015***

**BACKGROUND:**  At meeting #37 the FCRSC secretariat requested that the list of follow up actions from the 2014 cost recovery forums be condensed to those issues that remain outstanding. The actions list was condensed to 23 issues, excluding those to be pursued directly with SIV. An update on actions was provided to forum attendees in February and included on the Fisheries Victoria website.

FCRSC noted remaining action items from the 2014 Cost Recovery Forums are either in progress or require a longer term approach. The Secretariat proposed that the agenda item carry over remaining items to a new document that incorporates issues raised by industry in 2015 (refer Item 6). This list will be used to collate and communicate issues to FCRSC, SIV, FV and industry following the industry cost recovery meetings in 2015.

**OUTCOME:** FCRSC noted the condensed forum actions list and that matters for discussion with SIV had progressed. The Committee also noted and agreed to the proposed shift in content and purpose of the action list. The combined action list will be referred to as the 2015 Cost Recovery Action List so as to encompass the broader items in the document.

**ACTIONS:**

1. Secretariat to include industry issues raised in 2015 in the 2015 Cost Recovery Action List.

***8(e) Third party contracting***

**BACKGROUND:** At meeting #37, FCRSC agreed to hold a teleconference on 27 February 2015 so that the Department could answer the question on whether SARDI has been asked, or provided further content based on the numerous requests from Mr Nolle for specification of contract detail. The teleconference was held on 27 February and a set of agreed actions arose from the meeting. Fisheries management and SARDI worked to provide information for the requests made by FCRSC by email on 13 and 19 March 2015. The information provded was still judged to be inadequate in the view of industry.

The SARDI contract was extended for a period of 12 months.

Mr Nolle tabled a paper at the meeting to explain the extended timeframe (in excess of 18 months) for which he had been seeking information on the SARDI contract. The paper identified information requested, information received and requests outstanding.

**OUTCOME:** Industry members of FCRSC expressed their extreme disappointment with the progress to date on this issue and that the SARDI contract had been extended by 12 months without proper notification to industry of the timeframes despite persistent attempts to engage on the matter over the previous 18 months. FV apologised for the situation, noting it had been necessary to secure an extension assessment for the next 12 months due to lengthy timelines for procurement. Further, FV agreed to work with industry to ensure joint input on the delivery of the services related to the contract extension. The Chair advised he would note the issue in his letter to the Minister.

FV advised it was prepared to work with industry on contestability of rock lobster research services. However, letting a contract to a new provider will require development of specifications, which will be done in consultation with industry. FV agreed to check whether there would be issues under the Alliance Agreement.

Industry raised concern that abalone survey contracts would also be coming up for renewal and a process to involve industry was requested. FCRSC noted that the most effective way to do this would be through a working committee arrangement. FV agreed to discuss the matter at the upcoming meeting between FMS and AIC. This led to a discussion of cost recovery for abalone. FCRSC noted that abalone royalties and levies cannot exceed 7.21% of GVP and that cost recovered services are capped at current levels. FV indicated that if industry wants to increase the nature or extent of services provided to the abalone sector they will be required to pay more for these additional services. As described in the ‘Guidelines for the operation of the prospective cost recovery system’ endorsed by FCRSC, capacity to provide new services could develop as efficiencies are found within current services. Government may need to amend services to meet statutory requirements in the future.

**ACTIONS:**

1. FV to provide a response on whether changing the contract with SARDI would create issues with South Australia under the Alliance Agreement.

2. The Chair will include the SARDI contract arrangement matter in his letter to the Minister.

3. FMS to meet with SARDI and industry to discuss SARDI contract extension for the next 12 months, noting that any science will not be undertaken without industry discussion.

4. Contracting for abalone research will be discussed by FMS and AIC at a meeting on 6 July.

5. FV to develop a process and timeframe for review of contract arrangements for rock lobster and abalone survey work that takes into consideration departmental procurement timeframes for contracting.

**9) Other Business**

**BACKGROUND:** Three matters were discussed under Other Business.

1. The Chair, FCRSC wrote to the Minister on 8 April 2015 updating her on outcomes from FCRSC meeting #37. The process for correspondence being sent from the FCRSC was raised. Although not required under the current Terms of Reference, the Chair agreed to circulate letters to the Committee prior to sending (refer to Item 6).
2. The Quarter 4 report was released in May 2015 and made available in hardcopy to the Committee at the meeting as no web version will be available until the Agriculture website has been created.
3. Mr Sean Buck (observer) requested that costs for Compliance and Administration Services to the abalone sector be added to the agenda.

FCRSC supported a proposal by Mr Sean Buck to scope the costs and benefits of moving to electronic reporting for abalone across all 3 zones. Mr Buck’s proposal will look at reporting for abalone in a manner similar to the Sea Urchin fishery. Mr Peeters advised Western Zone Abalone was highly unlikely to implement electronic reporting due to limited potential for cost savings. Mr Buck made the following requests:

i) That FV provide operating and FTE costs for administration and catch and effort services. FV agreed.

ii) That the application of 5% pre and post inspection costs be reviewed for error by FV.

(*Sec note: Inspection times were calculated through an intensive process undertaken by the Education and Enforcement Unit in July 2014 and revised to 5% following agreement at FCRSC#34. Central Zone abalone inspection times and the application of 5% were discussed at length at the central zone abalone cost recovery forum on 15 September 2014.*)

The Chair re-iterated that the role of FCRSC was to operate at a policy level and to represent all fisheries.

Industry raised the matter of the Premier’s commitment for all future appointments to paid positions on Government Boards and Committees to be at least 50% women. The Committee noted the difficulty this may pose for FCRSC due to the limited number of women involved in the commercial fishing sector.

**ACTIONS**:

1. FV to provide available data on costs and FTEs for administration and catch and effort to allow industry to undertake a cost benefit analysis and assessment of the benefit of electronic reporting applications for Central Zone Abalone.

**10) Next meeting**

The next Committee meeting is scheduled for 30 July 2015, however, given the proximity to this date, the Committee agreed to re-schedule the meeting to mid-August.

The fourth meeting for the year remains set for Thursday October 8th 2015.

**ACTIONS:** The Secretariat to re-schedule the next meeting (FCRSC #39) from Thursday 30th July 2015 to an agreed date in mid-August 2015.

**ACTION ITEMS FROM FCRSC #38**

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| **ITEM** | **ACTION** | **RESPONSIBILITY** | **DUE DATE** |
| Register of interest |
| **38-4** | 1. The Secretariat will update the Register ready for meeting #38 and file the original with FCRSC papers. | DEDJTR  | Meeting #39 |
| Previous minutes |
| **38-5** | 1. FCRSC to consider cost recovery levies for research as the WPPPB netting buyout progresses.
2. Secretariat to adjust Minutes#37 as per comments agreed at meeting #38.
 | FCRSCDEDJTR | Meeting #392/7/2015 |
| Correspondence |
| **38-6** | 1. FV to provide information on the complaints process in response to the VAGO report.
2. FV to adjust licence renewal letter to include clarity of dollar value based on quota owned.
3. FV to remove levy calculator from web and cross check cost recovery levies across Regulations, spreadsheet and licence renewals. FV to provide final levy model spreadsheet annually to FCRSC prior to the licensing year.
4. Chair to circulate draft of letters to Minister to Committee with 3 day window for feedback.
5. Chair to forward acknowledgement to Mr Allan.
 | DEDJTRDEDJTRDEDJTRDEDJTRChair | Meeting #391 April 201616 July 2015FCRSC#3916 July 2015 |
| Previous actions |
| **38-7** | 1. 1. Action item 37-6 to be assigned ‘Pending’ status until such time as a letter is sent to Mr Allan from the Chair.2. Action items 37-7 (2) and (3) to be amended to ‘No further action‘ following advice from Mr Peeters that the matter would not be pursued through FCRSC at this time. 3. The Chair to circulate to FCRSC members any draft correspondence to the Minister prior to sending, allowing 3 days for feedback from the Committee.  | DEDJTRDEDJTRChair | 3 July 20153 July 2015As required |
| Price data for calculating GVP |
| **38-8(a)** | 1. 1. FV and SIV to progress the establishment of a shared database for price data, particularly through access to wholesalers at the Melbourne Seafood Centre.
 | SIV/DEDJTR | Meeting #40 |
| Defining service delivery |
| **38-8(b)** | 1. FV to provide service specification and performance indicator for each deliverable in the service schedules.
2. Tracked change revisions in service schedules to be endorsed by FCRSC prior to industry meetings.
3. FV to add a “traffic light” to status column in quarterly reports.
4. FV to review and amend final reports against service schedules for consistency of text.
5. Revised specifications and indicators to be used in assessing delivery through annual report.
6. FV to provide a paragraph per fishery, including key risks, for assessment of compliance services as of 2016.
7. Compliance to operate on a 9 month year for 2015/16 to align with other services for reporting from 2016/17 onwards.
8. FV to provide an annual report in July 2015 and May for subsequent years.
9. Final assessment to indicate where consensus on delivery and non-delivery. Where consensus is not reached, two versions will be presented, each representing a different point of view.
 | DEDJTRDEDJTRDEDJTRDEDJTRDEDJTRDEDJTRDEDJTRDEDJTRDEDJTR | Meeting #39OOS1 July 2015Meeting #392015/16 Annual report1 April 20161 April 201631 July 2015November 2015 |
| Industry meetings and revision of service schedules |
| **38-8(c)** | 1. Fisheries officers to attend industry meetings with FMS staff, including fishery managers.
2. Policy staff to attend rock lobster and abalone meetings (and other meetings as agreed) with fishery manager.
3. FV to provide original and revised service schedules prior to industry forums.
 | DEDJTRDEDJTRDEDJTR | As per meeting scheduleAs per meeting schedule1 August 2015 |
| Progress on actions from fishery specific forums and industry issues 2015 |
| **38-8(d)** | Secretariat to include industry issues raised in 2015 in the 2015 Cost Recovery Action List.  | DEDJTR | Meeting #39 |
| Third Party contracting |
| **38-8(e)** | 1. FV to provide a response on whether changing the contract with SARDI would create issues with South Australia under the Alliance Agreement.2. The Chair to include the SARDI contract arrangement matter in his letter to the Minister.3. FMS to meet with SARDI and industry to discuss SARDI contract extension for the next 12 months.4. Contracting for abalone research will be discussed by FMS and AIC at meeting on 6 July.5. FV to develop a process and timeframe for review of contract arrangements for rock lobster and abalone research. | DEDJTRChairDEDJTRDEDJTR/SIVDEDJTR/Industry | Meeting #3916/7/2015Ongoing6/7/2015TBA |
| Other business |
| **38-9** | 1. FV to provide available data on costs and FTEs for administration and catch and effort to allow industry to undertake an assessment of electronic reporting applications for All abalone zones.
 | DEDJTR | 16/7/2015 |
| Next meeting |
| **38-10** | 1. The Secretariat to re-schedule the next meeting (FCRSC #39) from Thursday 30th July 2015 to an agreed date in mid-August 2015.
2. (FCRSC #39) from Thursday 30th July 2015 to mid-August 2015.
 | Secretariat | 7 July 2015 |