**DEPARTMENT OF ENVIRONMENT AND PRIMARY INDUSTRIES**

# FISHERIES COST RECOVERY STANDING COMMITTEE

Meeting #40 – Draft Minutes

|  |  |  |  |
| --- | --- | --- | --- |
| Meeting details: | Date: Wednesday 14 October 2015  From: 10:00am to 3:00pm  **Location: Department of Economic Development, Room 15.2, 1 Spring Street, Melbourne, VIC.** | | |
| Members attending: | Ian Cartwright (Ind. Chair) | Ed Meggitt (Industry) | Mark Edwards (DEDJTR) |
|  | Markus Nolle (Industry) | Geoff Ellis (industry) | Terry Truscott (DEDJTR) |
|  |  |  | Johnathon Davey (SIV) |
| Apologies: | Gary Leonard (Industry) |  |  |
| Executive Support: | Megan Njoroge (DEDJTR) |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| Advisors/observers: | Harry Peeters, Chair, SIV Board  Ian Parks, A/Director Education & Enforcement  Allison Webb, Director, Fisheries Management & Science |

| **◆ 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 | Ian Cartwright | Noting |
| 7 | ◆ | Progress on Action Items from previous meeting/s | 10:30am | Megan Njoroge | Noting |
|  |  | **ITEMS FOR DISCUSSION/NOTING** | Indicative |  |  |
| 8 | 🞎  ◆  ◆  ◆ | 1. Final assessment of under delivery of services for 2014/15 2. 2015/16 Service schedules 3. Cost recovery indicators and reporting   *[break / lunch]*   1. Adjustments for 2016/17 2. Actions from fishery-specific industry meetings 2015 | 11:00am  *12:30pm*  1:00pm |  | Decision  Decision  Discussion  Decision |
| 9 | ▲ | Other Business   * Confirmation of cost recovery yearly plan at full implementation * Clarify principles of under delivery * PPB cost recovery | 2:15pm |  |  |
| 10 | ▲ | Next Meeting | 2:55pm | Ian Cartwright | Decision |
| 11 | ▲ | Letter to Minister | 2:56pm | Ian Cartwright | Noting |
| 12 | ▲ | Wrap Up & Close | 3:00pm | Ian Cartwright |  |

FISHERIES COST RECOVERY STANDING COMMITTEE

Draft Minutes

Meeting #40 – 14 October 2015

**1) Welcome**

The meeting commenced at 10.10am and the Chair welcomed the Committee.

The Chair noted that cost recovery was approaching the final year of implementation and it was decision time for FCRSC on a number of operational matters. The Chair emphasised that industry and the department would not always be in agreement and when this occurred both perspectives would be documented and presented to the Minister (or delegate) for decision.

**2) Apologies and Guests:**

Mr Leonard was an apology for the meeting.

Mr Parks joined the meeting at Item 8(a).

**3) Acceptance of Agenda**

The Chair asked for additions to the agenda and Mr Davey requested items to be covered in the meeting.

**OUTCOME:**

FCRSC noted that:

- licence administration services would be discussed at item 7;

- definition of ‘inspection’ would be discussed at item 5;

- non-delivery of services for 2014/15 would be discussed at Item 8(a)

- cost recovery during the buyout of Port Phillip Bay licences would be discussed at item 7.

**4) Register of Interest**

**BACKGROUND**: At meeting #34 FCRSC agreed to circulate a Register of Interest template at the commencement of each meeting. The Register was available at meeting #40 so the Chair asked if members had additional interests to add to the register. None were identified.

**OUTCOME:** The Register to stand as per meeting #39.

**5) Previous Minutes**

**BACKGROUND**: Draft Minutes of FCRSC meeting #39 of 20 August 2015 were circulated to members on 7 September 2015 for comment by 21 September 2015. Comment was received from Mr Davey and Mr Edwards. The Chair discussed comments with Mr Davey before confirming the draft Minutes. The Minutes were altered to indicate that dot point 10 under Item 8(b) was to be carried over to be confirmed at meeting #40.

**OUTCOME:** The original text at dot point 10. to be deleted and replaced with

‘*The department noted that in its view inspection time and resources apply even if a vessel is not located and these costs would therefore not be eligible for an offset. It may be necessary to reduce the risk of non-locatable vessel inspections from occurring through alternative options such as VMS. Industry noted that its view was that when such vessels could not be located this would constitute surveillance and not be considered under cost recovery*.’

Industry noted that definition of an ‘inspection’ had not been put to the former Minister for Agriculture nor the current Minister for Agriculture and that this requires clarification (refer Item 10 for action).

**ACTIONS**:

The following amendments to Minutes #39 were agreed at #40:

1. Item 8(b) ‘association’ to be replaced with ‘associated’ at outcome 13.
2. Item 8(a) ‘by the FCRSC Secretariat’ to be added to the end of outcome 1.
3. Add ‘by FCRSC#40’ as timeframe at item 8(d)
4. The yearly plan attachment at Item 8(b) 7 to be included to the Minutes of FCRSC#39 (including changes identified at #40).
5. The correction of 2 actions under 8(d) for meeting #39 was confused with an action from meeting #38 and is not required.

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

**BACKGROUND:**  No letters were received during the period between FCRSC#39 and FCRSC#40.

The Chair forwarded a letter to the Minister following FCRSC#39 and replied to Mr Allan’s letter of 11 August 2015 on cost recovery and non-cost recovery issues. Both letters were circulated to the Committee for comment prior to being sent. Late comments requesting inclusion of the cost recovery yearly plan will be actioned in the Chair’s next letter to the Minister.

**OUTCOME**:

1. The Committee noted the letters had been sent.

2. The Chair advised that the Minister’s Office has indicated the Minister will respond to his letters where there are outstanding issues or questions of a specific nature, otherwise she will note the progress of FCRSC but not formally acknowledge in writing.

**ACTION:** The Chair to include the cost recovery annual timeline in his letter to the Minister following FCRSC#40 (also refer to Item 10).

**7) Progress on Action Items from Meeting #39**

**BACKGROUND:**  Action items from FCRSC #39 and #38 were identified as “Complete”, “Pending” or “Agenda Item”. Those items identified as pending were reviewed.

**OUTCOME:**

1. FCRSC noted that discussion about research contracting arrangements for abalone and rock lobster fisheries would proceed at a fishery level and be raised again at FCRSC when adjustment to levies resulted. The due date was revised to April 2016 when the abalone contract is due for renewal.

2. FCRSC noted item 38-9 (i) on the review of costs for licence administration for Central Zone Abalone had now been completed.

3. FCRSC noted the review of the complaints process identified in the VAGO report had progressed and was expected to be published on the departmental website by 31 March 2016.

4. FCRSC noted that DEDJTR and SIV will have discussions on the privacy provisions under the Fisheries Act and ways to share information of mutual benefit to industry and government. DEDJTR advised that disclosure policy requires consideration of potential audiences and ways in which information may be used.

5. In relation to future cost recovery in Port Phillip Bay, DEDJTR advised that cost recovery levies for research and management should decrease as the proportion of commercial fishing decreased. Industry view was that no further research levies should apply to the fishery and that the management and compliance costs should also be reviewed. The Chair advised he would include these points of view in his letter to the Minister. In relation to relief from SIV levies, the Committee agreed FCRSC was not the appropriate forum for the discussion.

**ACTION:**

1. DEDJTR to source prior decisions regarding the provision of content (including terms of reference and project specifications) from government contracts to external parties, and prepare a paper for FCRSC #41 outlining the type of information that may and may not be disclosed from existing contracts.

2. DEDJTR and SIV to resolve the issue of adjustment to SIV levies with the decline in number of licences outside FCRSC.

**8) Items for discussion/noting**

***8(a)*  Final assessment of under delivery of services for 2014/15**

**BACKGROUND**: At FCRSC #39, FCRSC discussed services materially under-delivered in 2014/15 and noted the paper prepared by DEDJTR that was tabled at the meeting, including a summary of services proposed as under-delivered.

The Committee worked through examples, using the previously agreed set of 4 principles by which material under-delivery could be assessed, ie

1. Level of service;

2. Fit for purpose;

3. Timeframe; and

4. Impact (where under-delivery has been identified).

The Committee requested the department to provide further breakdown of those services identified as under-delivered to assess the apportionment of costs and offsets for non-delivery using the 4 principles. The Committee was asked to identify any further services for consideration of material under-delivery.

At meeting #40, FCRSC was provided with a breakdown of Compliance and Research services that had been confirmed as under-delivered from meeting #39 and additional fisheries where Compliance Services had been identified as under-delivered by DEDJTR. Research services were under-delivered for central zone and western zone abalone, and ocean scallop. Compliance services were under-delivered for sea, urchin, aquaculture crown land –eels and crown land abalone, aquaculture private land – eels, private land – other, private land – tourism, onshore abalone, and Bait (Lake Tyers).

**OUTCOME:**

1. FCRSC noted the apportionment of offsets for Compliance services and requested further information on the calculations be provided to allow better understanding of how the final values were derived.

2. FCRSC discussed the costs for Research Services to Central Zone and Western Zone Abalone fisheries and were unable to agree on the level of services under-delivered or on apportionment of offsets. For Objective 1 of the research program, industry claimed under-delivery and an apportionment of 25% of the cost for offsetting. DEDJTR recommended no offset but agreed to review the matter. For Objective 2 of the program, the Committee noted under-delivery, with DEDJTR suggesting a 25% offset and industry seeking a 50% offset. Industry raised concern about the standardisation of data, presentation of results, and validity of the CPUE provided. The Committee did not identify any offsets for under-delivery of services for Objective 3.

3. Industry’s view was that data had not been entered into Abase and was not accessible to industry with the result that ‘fit for purpose’ could not be adequately assessed. A review currently underway will be used to better assess the accessibility and adequacy of data for the purpose of setting TACC in 2015. DEDJTR acknowledged that data was provided late but was of the view that it did not have a material impact on the setting of the TACC, industry disagreed that it did not impact the TACC setting process.

4. The Committee noted the offset proposed under Objective 1 would also apply to the Eastern Zone Abalone fishery.

5. FCRSC noted the offset proposed for Ocean Scallop research included the full amount levied in 2014/15. The value for the offset was questioned by Mr Davey, and the Committee requested DEDJTR confirm that the offset had been applied.

6. FCRSC noted there may be additional services requiring review following consideration of the outcomes from recent industry meetings.

7. FCRSC noted there was some discrepancy between deliverables assessed and the original schedule as a number of changes had occurred in the schedule during 2014/15. The FCRSC Secretariat noted that the transfer of schedules to Excel would help to resolve discrepancies in future as reporting would occur from the same template as the schedule in 2015/16 and beyond, and a single version of the schedule would be confirmed and applied for the whole of 2015/16. In the conversion of schedules to Excel, industry mentioned the difficulty in printing formats of the schedules and sought the FCRSC Secretariat consider this in developing future spreadsheets.

8. FCRSC noted that from time to time, in order to meet legislative obligations under the Fisheries Act and regulations, DEDJTR will necessarily perform functions that may not be agreed through FCRSC and some of these may be cost recoverable. FCRSC noted the Chair will raise the matter in his letter to the Minister, recognising that final decisions remain with the government. FCRSC acknowledged this process will set a precedent for establishing material under-delivery of services and that industry can escalate this issue to the Minister through the Chair if unsatisfied with a decision.

9. FCRSC discussed the yearly plan in relation to the timeframe for identifying under-delivery, to address the need for offsets and waivers, ie 1 February for all fisheries, except rock lobster, giant crab and sea urchin where the deadline would be 1 May.

**ACTIONS:**

1. DEDJTR to provide calculations for determining offset for under-delivery of Compliance Services in 2014-15.

2. DEDJTR and SIV to work offline on industry meeting actions to identify any further services for assessment of under-delivery for 2014/15.

3. DEDJTR to finalise adjustments to levies by 31 October 2015 for use in amending the *Fisheries (Fees, Levies and Royalties) Amendment Regulations 2015* for application from 2016/17.

4. All offsets for application to licence renewals for 1 April 2016 to be formally determined by FCRSC #41.

5. DEDJTR to provide SIV with a copy of the licence renewal notice for Ocean Scallops in 2015 to clarify levies paid.

6. DEDJTR to draft text on the process for determining under-delivery and offsets for discussion at FCRSC #41 and inclusion in the Guidelines for the Operation of Prospective Cost Recovery System.

**8(b) 2015/16 service schedules**

**BACKGROUND:**  At FCRSC #38, FCRSC discussed amendments to the existing service schedules, including the addition and/or review of performance indicators (KPIs). KPIs were added to the schedules and circulated to FCRSC for comment. Prior to each industry meeting, a copy of the revised schedule and a summary of changes to the service schedules since 1 April 2014 were forwarded to fishery entitlement holders. FCRSC received all summaries and current schedules prior to the meeting #40, noting these included some, but not all, comments raised at the 2015 industry forums.

**OUTCOME:**

1. FCRSC noted that each ‘summary of changes to schedule’ consisted of a generic table for all fisheries followed by fishery specific changes (split by service) underneath.

2. FCRSC noted that reporting against KPIs required resourcing and consideration of the number and type of KPIs was necessary.

3. FCRSC noted there would be benefit in seeking input on service schedules more widely than just through industry meetings. DEDJTR will provide a discussion paper identifying mechanisms to seek feedback from industry for FCRSC #41.

4. FCRSC recommended adding version number for the year, a numbering system for functions/descriptions/deliverables, and replacing the costing column back into the schedule. The Committee supported keeping the document at an A3 printable size to allow for easier use of the document during discussions.

5. FCRSC noted that not all matters raised at industry meetings were reflected in the schedules. The FCRSC Secretariat would work with SIV to ensure these were added before circulating documents to the Committee . FCRSC would be provided a 2 week review period and the schedules would be finalised for 2015/16 by 30 November 2015, noting that the Director of Fisheries Management and Research advised that her staff would struggle to meet this tight timeframe and would defer updates to schedules for 2016/17. FCRSC noted the timing was necessary to allow a report on the first 6 months of service to be prepared and circulated to FCRSC by 24 December 2015.

6. FCRSC agreed to improve the performance indicators in service schedules for each fishery for application in 2016-17.

**ACTIONS:**

1. DEDJTR to review schedules with the aim of having a clear deliverable, including timing and audience, for each service.

2. DEDJTR to work with SIV to include changes to schedules by 31 October on issues from industry meetings.

3. DEDJTR to circulate schedules to FCRSC on 31 October for comment by 15 November.

4. DEDJTR to finalise 2015/16 schedules and circulate to FCRSC on 30 November 2015.

5. DEDJTR to work offline with Mr Peeters to set KPIs for abalone schedules for 2016/17.

6. DEDJTR to work with offline Mr Nolle to set KPIs for Rock Lobster and Giant Crab schedules for 2016/17.

7. DEDJTR to work offline with Mr Davey to set KPIs for other fishery schedules for 2016/17.

**8(c) Cost recovery indicators and reporting**

**BACKGROUND:**  At Meeting #39, FCRSC agreed that while quarterly reporting had been necessary to give confidence to industry in the early stages, future reporting would be undertaken at six monthly intervals (April and October), including for 2015/16. The Committee discussed the inclusion of key performance indicators (KPIs) and a ‘traffic light’ system to monitor and assess service delivery and requested these be included in service schedules and reporting for 2015/16. A first round of draft KPIs was prepared by the FCRSC Secretariat and circulated to FCRSC in late July but as service schedules were not confirmed, it was difficult to determine meaningful KPIs. Further work on examples from Gippsland Lakes and Western Zone Abalone was undertaken by DEDJTR and tabled at FCRSC #40 showing how the KPIs could be developed and reported.

**OUTCOMES:**

1. FCRSC noted the process for including indicators in the fishery specific service schedules and the process and timeframe for preparing the first cost recovery report for 2015/16 [see Item 8(b)].

**ACTION:**

DEDJTR to initiate the first cost recovery report for 2015/16 based on the schedules and indicators at 30 November 2015.

**8(d) Adjustments for 2016/17**

**BACKGROUND:** The cost recovery system operates on the basis that costs for services from the previous year assessed as not delivered will be offset in the following year. When confirmed, the assessment of services delivered for 2014-15 will allow off-sets to be made for licence renewals in 2016-17. The revision of services in 2015/16 may also require adjustment to levy values. At FCRSC #39, a process and timeframe for finalising, service schedules, non-delivery of services and the completion of industry meetings was confirmed. The resulting adjustments to cost recovery levies from this process were presented to FCRSC at meeting #40 in a table describing levies as at 1 April 2015, 14 October 2015 and following the inclusion of offsets to date.

**OUTCOMES:**

1. FCRSC noted the process of adjustments reflects ongoing change to levies and needs to be completed by 31 October to allow sufficient time to implement Regulatory change by 1 April 2016.

2. FCRSC noted that offsets are provided when licence renewals are issued and therefore need to be completed by FCRSC #41 on 1 February 2016 in order for licence renewal notices to be issued in early March 2016.

3. FCRSC noted that for Rock Lobster, Giant Crab and Sea Urchin the timeframes for agreeing offsets was delayed by 3 months to coincide with licence renewals being issued prior to 1 July 2016.

**ACTIONS:**

1. Industry to identify any further offsets required for discussion prior to, and confirmation at, FCRSC #41.

2. DEDJTR to circulate to FCRSC by Express Post the cost recovery model with updated adjustments and offsets for 2016-17 along with the confirmed service schedules (Item 8b Action 4) for each fishery at 30 November 2015.

**8(e) Actions from fishery specific industry meetings 2015**

**BACKGROUND:** At Meeting #39, FCRSC noted the industry meetings had been completed and issues raised at the meetings were summarised in an accompanying paper. A number of key issues were highlighted in the paper based on priority for action and frequency of being raised. The Committee was asked to identify any issues it believed needed elevating to the priority list.

**OUTCOMES:**

1. FCRSC noted that while the cost recovery forums had been valuable in the early stages of the prospective cost recovery system, the 2015 meetings had been costly and less beneficial than previously. DEDJTR indicated it would provide a paper evaluating consultation for 2015 and considering alternatives for 2016 for FCRSC#41

2. FCRSC noted there was widespread concern at industry meetings about the increased costs for licence administration services and the basis upon which costs have been apportioned to different fisheries.

Mr Davey noted that he attended every cost recovery industry forum and still had a suite of issues, comments and inclusions for the minutes currently been circulated from these meetings.

3. FCRSC noted the next step was to consolidate the list by separating into cost recovery and other matters and that the list would be published on the Agriculture website by the end of November 2015.

A**CTIONS**:

1. DEDJTR to provide SIV with the Port Phillip Bay Scallop Dive cost recovery service schedule and confirm the basis of duty officer costs.

2. DEDJTR to provide SIV with information that enables cost benefit analyses and savings for different fisheries through implementing electronic applications to report catch and fishing activity (refer FCRSC #38 where this request was made for Central Zone Abalone).

3. FCRSC to identify issues not currently included on the industry meeting actions list requiring priority attention.

4. DEDJTR to publish the industry meeting action list at [www.agriculture.vic.gov.au](http://www.agriculture.vic.gov.au) by 30 November 2015.

5. DEDJTR to provide an evaluation paper on the cost recovery meetings of 2015 and propose alternative arrangements for industry consultation 2016, for discussion at FCRSC #41.

**9) Other Business**

**Yearly plan**

1. FCRSC suggested additions to the yearly plan document to cover adjustment and offset periods and to clarify the general purpose of each FCRSC meeting through the year.

2. FCRSC agreed a third meeting was required for 2015/16 and would be held on 1 February 2016.

**Contracting**

1. Mr Ellis expressed his frustration at not being provided with specifications from the abalone survey contract as had been an action from FCRSC #39.

2. FCRSC agreed that provision of contract specifications would be included in the Guidelines for the Operation of Cost Recovery System after DEDJTR had gathered existing policy and agreements into a short paper for FCRSC#41.

3. DEDJTR advised that Fisheries Management would work directly with AIC to provide contract information but as the role of FCRSC is an overarching one, a paper would be provided at FCRSC#41 summarising information and decisions from FCRSC to provide a standard procedure for such requests in future.

**WP/PPB levies**

1. The matter was discussed at Item 7.

2. DEDJTR noted there was a need to consider ongoing funding for research in Port Phillip Bay (PPB) given the reduction in commercial fishing in PPB. Industry insisted that research and other costs must be reduced and/or removed from these fishers as soon as possible, due to the stress currently being applied through the PPB election commitment.

**ACTIONS:**

1. DEDJTR to update yearly plan with comments provided at 1.

2. DEDJTR to prepare a paper on release of contract specifications for FCRSC #41.

**10) Letter to the Minister**

The Chair confirmed items to be raised in his letter to the Minister following meeting #40. The matters identified were:

> The amended yearly plan for cost recovery at full implementation

> Clarifying offsets from 2014/15 as a result of under-delivery of services

> Improvement of the descriptions, deliverables and key performance indicators for 2015/16 services with the aim of having fully operational schedules in 2016/17

> FCRSC will continue to oversee the broad operation of cost recovery and detailed discussions will occur at the fishery level

> Definition of an inspection for cost recovery purposes

> Cost recovery for services in the Westernport/Port Phillip Bay fishery

> Agreed principles to assess material under delivery and process to resolve different viewpoints to be included in the Guidelines for the Operation of the Prospective Cost Recovery System at the conclusion of 2015/16.

**11) Next meeting**

**OUTCOME:** FCRSC Meeting #41 was scheduled for 1 February 2016.

The meeting closed at 2.50pm.

**ACTION ITEMS FROM FCRSC #40**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ITEM** | | **ACTION** | | **RESPONSIBILITY** | | **DUE DATE** |
| Previous Minutes | | | | | | |
| **40-5** | The following amendments to Minutes #39 were agreed at #40:  1. Item 8(b) ‘association’ to be replaced with ‘associated’ at outcome 13.  2. Item 8(a) ‘by the FCRSC Secretariat’ to be added to the end of outcome 1.  3. Add ‘by FCRSC#40’ as timeframe at item 8(d)  4. The yearly plan attachment at Item 8(b) 7 to be included to the Minutes of FCRSC#39 (including changes identified at #40).  5. The correction of 2 actions under 8(d) for meeting #39 was confused with an action from meeting #38 and is not required. | | DEDJTR | | 30 Oct 2015 | |
| Correspondence | | | | | | |
| **40-6** | | The Chair to include the cost recovery annual timeline in his letter to the Minister following FCRSC#40 (also refer to Item 10). | | Chair | | 30 Oct 2015 |
| Progress on Action Items from Meeting #39 | | | | | | |
| **40-7** | | 1. DEDJTR to source prior decisions regarding the provision of content (including terms of reference and project specifications) from government contracts to external parties, and prepare a paper for FCRSC #41 outlining the type of information that may and may not be disclosed from existing contracts.  2. DEDJTR and SIV to resolve the issue of adjustment to SIV levies with the decline in number of licences outside FCRSC. | | DEDJTR | | FCRSC #41 |
| Final assessment of under delivery of services for 2014/15 | | | | | | |
| **40-8a** | | 1. DEDJTR to provide calculations for determining offset for under-delivery of Compliance Services in 2014-15.  2. DEDJTR and SIV to work offline on industry meeting actions to identify any further services for assessment of under-delivery for 2014/15.  3. DEDJTR to finalise adjustments to levies by 31 October 2015 for use in amending the Fisheries (Fees, Levies and Royalties) Amendment Regulations 2015 for application from 2016/17.  4. All offsets for application to licence renewals for 1 April 2016 to be formally determined by FCRSC #41.  5. DEDJTR to provide SIV with a copy of the licence renewal notice for Ocean Scallops in 2015 to clarify levies paid.  6. DEDJTR to draft text on the process for determining under-delivery and offsets for discussion at FCRSC #41 and inclusion in the Guidelines for the Operation of Prospective Cost Recovery System. | | DEDJTR  DEDJTR/SIV  DEDJTR  FCRSC  DEDJTR  DEDJTR | | 16 Nov 2015  30 Oct 2015  31 Oct 2015  FCRSC #41  30 Oct 2016  FCRSC #41 |
| 2015/16 service schedules | | | | | | |
| **40-8b** | | 1. DEDJTR to review schedules with the aim of having a clear deliverable, including timing and audience, for each service.  2. DEDJTR to work with SIV to include changes to schedules by 31 October on issues from industry meetings.  3. DEDJTR to circulate schedules to FCRSC on 31 October for comment by 15 November.  4. DEDJTR to finalise 2015/16 schedules and circulate to FCRSC on 30 November 2015.  5. DEDJTR to work offline with Mr Peeters to set KPIs for abalone schedules for 2016/17.  6. DEDJTR to work with offline Mr Nolle to set KPIs for Rock Lobster and Giant Crab schedules for 2016/17.  7. DEDJTR to work offline with Mr Davey to set KPIs for other fishery schedules for 2016/17. | | DEDJTR  DEDJTR/SIV  DEDJTR  DEDJTR  DEDJTR/Industry  DEDJTR/Industry  DEDJTR/SIV | | 31 Oct 2015  31 Oct 2015  16 Nov 2015  30 Nov 2015  1 Mar 2016  1 Mar 2016  1 Mar 2016 |
| Cost recovery indicators and reporting | | | | | | |
| **40-8c** | | 1. DEDJTR to initiate the first cost recovery report for 2015/16 based on the schedules and indicators at 30 November 2015. | | DEDJTR | | 24 Dec 2015 |
| Adjustments for 2016/17 | | | | | | |
| **40-8d** | | 1. Industry to identify any further offsets required for discussion prior to, and confirmation at, FCRSC #41.  2. DEDJTR to circulate to FCRSC by Express Post the cost recovery model with updated adjustments and offsets for 2016-17 along with the confirmed service schedules (Item 8b Action 4) for each fishery at 30 November 2015. | | FCRSC  DEDJTR | | 18 Jan 2016  30 Nov 2015 |
| Actions from fishery specific industry meetings 2015 | | | | | | |
| **40-8e** | | 1. DEDJTR to provide SIV with the Port Phillip Bay Scallop Dive cost recovery service schedule and confirm the basis of duty officer costs.  2. DEDJTR to provide SIV with information that enables cost benefit analyses and savings for different fisheries through implementing electronic applications to report catch and fishing activity (refer FCRSC #38 where this request was made for Central Zone Abalone).  3. FCRSC to identify issues not currently included on the industry meeting actions list requiring priority attention.  4. DEDJTR to publish the industry meeting action list at www.agriculture.vic.gov.au by 30 November 2015.  5. DEDJTR to provide an evaluation paper on the cost recovery meetings of 2015 and propose alternative arrangements for industry consultation 2016, for discussion at FCRSC #41. | | DEDJTR  DEDJTR  FCRSC  DEDJTR  DEDJTR | | 30 Oct 2015  FCRSC #41  16 Nov 2015  30 Nov 2015  FCRSC #41 |
| Other business | | | | | | |
| **40-9** | | 1. DEDJTR to update yearly plan with comments provided at 1.  2. DEDJTR to prepare a paper on release of contract specifications for FCRSC #41. | | DEDJTR  DEDJTR | | FCRSC #41  FCRSC #41 |
| Next meeting | | | | | | |
| **40-11** | | FCRSC #41 is scheduled for 1 February 2016. | | Secretariat | | 1 February 2016 |