

Darwin Plus Main & Strategic: Annual Report

To be completed with reference to the "Project Reporting Information Note"
(<https://darwinplus.org.uk/resources/information-notes>)

It is expected that this report will be a **maximum of 20 pages** in length, excluding annexes)

Submission Deadline: 30th April 2025

Submit to: BCF-Reports@niras.com including your project ref in the subject line

Darwin Plus Project Information

Scheme (Main or Strategic)	Strategic
Project reference	DPSTR001
Project title	Enabling effective biosecurity for the Caribbean UK Overseas Territories
Territory(ies)	Anguilla, British Virgin Islands (BVI), Cayman Islands, Montserrat, Turks and Caicos Islands (TCI)
Lead Organisation	Royal Society for the Protection of Birds (RSPB)
Project partner(s)	Department of Agriculture, The Government of the Turks and Caicos Islands Department of Agriculture, Cayman Islands Government Department of Natural Resources, Ministry of Sustainability, Innovation, and the Environment: Economic Development, Investment and Commerce, The Government of Anguilla Department of Agriculture and Fisheries, Ministry of Environment, Natural Resources & Climate Change, Government of Virgin Islands Department of Agriculture, Housing, Land and the Environment, Government of Montserrat Centre for Ecology and Hydrology, UK
Darwin Plus grant value	
Start/end dates of project	April 2024 to March 2028
Reporting period (e.g. Apr 2024-Mar 2025) and number (e.g. Annual Report 1, 2)	April 2024 to March 2025 Annual Report 1 (AR1)
Project Leader name	Simon Busuttil
Project website/blog/social media	
Report author(s) and date	Simon Busuttil (Project Manager) March 2025

1. Project summary

This project seeks to prevent new invasive non-native species (INNS) invasions that increasingly threaten the economies, environment, communities and people of the five Caribbean UKOTs (Anguilla, Cayman Islands, British Virgin Islands, Montserrat and the Turks and Caicos Islands). Non-native invasive species threaten agriculture and food supply, human health, wellbeing and the natural and cultural heritage of communities. The costs of invasive species prevention are far outweighed by the costs of removal once established.

This project aims to prevent new incursions by advancing the passage of effective biosecurity legislation; enhancing at-border biosecurity through improved capacity, capability and infrastructure; and putting in place rapid response procedures. It will emphasise the importance of the sharing of knowledge and expertise across the five Caribbean UK Overseas Territories (and wider region), in recognition of the commonality of threats (e.g. green iguana, fire ants, red-headed agama, fruit flies) and response experiences, and ensure that practices are embedded within responsible agencies to secure project legacy.

2. Project stakeholders/partners

The project is being led by RSPB in conjunction with the lead partner in each of the five Caribbean territories. Relevant Departments or Ministries have been consulted from the outset and outputs of the project are driven by these partners. The engagement and commitment of these Partners is key to project delivery success, facilitating engagement with other projects stakeholders notably the relevant Port Authorities. The project has also been open in communicating and asking for feedback from other Territory and Regional stakeholders e.g. other Government Departments, National Trusts and Regional institutions such as CABI and the OECS in the Eastern Caribbean. The project has also opened dialogue with one of the Region's premier shipping companies, Tropical Shipping to ensure that the working realities of shipping and biosecurity are incorporated into our work. Tropical Shipping handles approximately half of all goods imported to the Caribbean. We now have a commitment from that company at vice-president level to support the project through facilitating a visit to various suppliers in Miami. This will include suppliers of horticultural products, food, building supplies etc. This will broaden and strengthen participants understanding of the upstream issues in the biosecurity risk supply line. The visit to Miami will be a core part of the biosecurity officers' training.

The project started in April 2024 with five partners in addition to RSPB. These partners have agreed to a sixth – the UK-based Centre for Ecology and Hydrology (CEH) – joining the partnership. This should be completed (contract between RSPB and CEH signed) in the next month.

The five in-Territory partners are all government departments or ministries. RSPB operates as a supporting, facilitative and secretarial function to the in-Territory partners. The partnership has met four times during the first year. Partner representatives met informally in Tortola, BVI in January 2025 and formally via video in May and November 2024 and March 2025. All partners sent representatives on all occasions.

It is intended that an inter-territory biosecurity working group is one of the legacies of the project building on the experience of partnership working over the four years of this project. The strengths of working together have already been demonstrated in sharing of experience e.g. the TCI's Director of Agriculture attending a meeting to move biosecurity legislation forward in BVI (TCI having already passed legislation in 2024). The strength of the partnership is also demonstrated in attendance at and contribution to partnership meetings. The limitation is that all the partners are very busy with huge workloads of which biosecurity is not necessarily a professional priority, however much it might be privately.

3. Project progress

3.1 Progress in carrying out project Activities

Activities under output 1

The assessment of legislative needs in each country and the consequent support for progression of effective biosecurity legislation (activities 1.1 and 1.2) has been carried out and outcomes and actions agreed, and a contractor appointed to support agreed work in BVI – stakeholder consultation and writing of a biosecurity issues paper which will form the basis for a national biosecurity policy. This project is working very closely with DEFRA's Non-Native Species Secretariat (NNSS) which also has a project supporting the implementation of effective biosecurity legislation across the UKOTs. The project managers from Darwin project and NNSS

meet fortnightly to co-ordinate work and maximise effective use of resources. The NNSS project is supporting the current stages of passing of legislation in Montserrat (activity 1.3). There is no requirement for support in TCI as TCI had relevant legislation passed in 2024 before the start of this project (as reflected in the outcome 0.1). The experience of TCI has been used effectively to help shape the road map for the legislative process in BVI through a range of online and in person meetings. (activities 1.4 and in time 1.5).

There is no formal support currently required in Cayman (activity 1.5). However, this project is working closely with DPLUS207 *Empowering Cayman's Sister Islands to tackle invasive mammals* to understand how effective current legislation is and how new legislation might work i.e. essentially using practical examples to understand whether the support of this project is needed.

The current focus of this output 1 is on supporting BVI and Anguilla (activity 1.4). The first contract has been agreed with an experienced regional consultant for support to BVI – the writing of an issues paper to engage local stakeholders and prepare the way for the writing of a biosecurity policy. Work in Anguilla on a biosecurity legislation needs assessment is also underway (funded by NNSS). It is expected that the next phase of work in Anguilla will be financed by this project.

The completion of these deliverables (activities) is subject to significant factors outside of our control. These include outcome of elections, governmental legislative timetables, Attorney General Chambers capacity and relevant local departmental or ministry capacity. The project has identified these as risks and seeks to manage them through its risk management approach.

The project has a clear road map outlining steps required in BVI to advance the legislative agenda and an agreed understanding of where the project can support – most likely using budget to bring in experienced outside help (consultants) at key stages. We are developing a similar plan for Anguilla. Discussions will continue with Cayman to understand the situation there. If circumstances change there and project resource is required, then the project has retained sufficient flexibility for a decision to be made. These road maps allow the project to retain flexibility in the work program e.g. if a major blockage arises such as a change in government which appears to be impeding progress resources can be re-allocated either to increase/step-up effort or reduce it if the chances of progress are deemed insufficiently strong.

In the project's first year, given that this output is seeking to change the law (or at least advance the changing of the law as far as possible) good progress has been made in understanding the steps, the barriers and where the project's resources can be most effectively deployed whilst acknowledging the need for adaptation to changing circumstances.

Activities under output 2

An experienced project manager, Simon Busuttil (activity 2.1) was employed by RSPB and is now leading the project. The first of the five planned Biosecurity Officers in the five Territories was employed by Montserrat Department of Agriculture, Housing, Land and the Environment. Progress has been made in the recruitment progress in Anguilla and Cayman but is slower in BVI and has not yet begun in TCI due to the Governments internal budgetary and employment processes (activity 2.2).

Significant progress towards developing the training programme for the biosecurity officers (activity 2.5) has been made. This is being led by RSPB and will make use of existing resources (particularly from NNSS) tailored to Caribbean needs. In addition, discussions with potential regionally based partners are taking place around both development and delivery of elements of the training for the biosecurity officers. After initial discussions, a draft of the training schedule and programme has been shared amongst the partners. If they agree, a financial change request will be made to Darwin to allocate some savings made elsewhere in the project to this activity, specifically bringing in a regional body to develop some Caribbean specific materials for the biosecurity officer training. The inputs of relevant regional bodies such as University of the West Indies and CABI have been sought and where relevant incorporated. The project manager will seek the full agreement of the partners to the proposed programme in the next six weeks. Elements of "training the trainer" are being built into the training programme. This will empower the biosecurity officers to deliver training to other staff (as per activities 2.6 and 2.7).

Following consultations with the existing partners, and the approval of Darwin via a change request, the Centre for Ecology and Hydrology (CEH) has been invited to join the partnership.

The contract between RSPB and CEH is being finalised. CEH will lead the INNS horizon scanning exercise (activity 2.8) Details of the INNS horizon-scanning exercise (activity 2.8) are being worked up between the partners and CEH, who as partners in the project will deliver this activity.

No work other than some initial discussion has taken place towards activities 2.3 and 2.4 - the creation of an inter-territory biosecurity working group. The project manager will work towards creating this important group in Y2.

No work towards activities 2.9, 2.20.2.11 or 2.12 has taken place yet.

Activities under output 3

The ports assessment (activity 3.2) has been carried out thoroughly and effectively and the final report is about to be delivered to all partners i.e. is almost completed. Individual country reports have been delivered to partners and feedback received to be incorporated into the final report (see Annex 4, item 1). Meetings and joint working to prioritise from the port assessment recommendations (activity 3.1) will be carried out after the report has been delivered in Y2 Q1 and Q2. Work will then be prioritised and an agreed partnership work programme agreed (activity 3.3 to 3.5 (pt)).

No work has yet been carried out on activities 3.3, 3.4, 3.5 or 3.6.

3.2 Progress towards project Outputs

Output 1 Legislative needs better understood and supported across all 5 Caribbean OTs with national biosecurity legislation that enables effective at-border biosecurity developed

Progress towards output 1 has been strong in year one and is on-course for successful completion by the end of the project. The support required by each Territory has been identified (output indicator 1.1) and a cross-territory work program (output indicator 1.2) identified. This project is fully integrated with the DEFRA's NNSS UKOT biosecurity legislation program to maximise effective support for the Caribbean UKOTs and budget planning going forward has been discussed with NNSS. NNSS have supported efforts this year in Anguilla and Montserrat (outcome indicators 1.3 and 1.4). We are co-ordinating on what support is required and who supports it in future years.

The first contract has been agreed with an experienced regional consultant (Public Administration International) for providing support to BVI (output indicator 1.4) and the project is working across the Territories to provide support where necessary e.g. through this project the Director of Agriculture from Department of Agriculture in TCI visited BVI to participate in a legislative pathfinder meeting there and share experience of the successful drafting and passing of biosecurity legislation in TCI (see Annex 4, item 2). This proved very helpful to developing an agreed road map towards drafting biosecurity legislation in BVI, choosing between modifying existing legislation (the route taken in TCI) and drafting specific biosecurity legislation (the route preferred for BVI).

Output 2 Enhanced capacity amongst in-territory agencies to implement at border biosecurity across all 5 Caribbean OTs

Progress towards output 2 has been more limited and is behind schedule. Just one biosecurity officer has been employed, though recruitment is in-hand for all others (outcome indicator 2.1). (stop press; Anguilla has now appointed a biosecurity officer). The delays in recruitment have been because of delays in in-territory department processes such as finance and recruitment e.g. job descriptions needing to return to job evaluation panels for re-assessment because the initial assessment placed the job in too low a band. Government recruitment processes have proven to be even slower and stickier than expected. Our partners have found these delays very frustrating.

A detailed training program for the biosecurity officers has been outlined and is now being worked up in detail (output indicator 2.5) (see Annex 4, item 3). During development of this training

programme, we realised that there was a significant lack of regionally relevant biosecurity training resource available. A decision was made in Y1 to identify savings elsewhere in the project to be able to allocate to the employment of regional specialists to develop Caribbean specific components of the biosecurity officer training. This has been achieved, and the proposal will be made in a change request to Darwin in Y2Q1. The program will run over the remaining years of the project (output indicator 2.3) and can only begin when at least most of the biosecurity officers have been appointed. The training programme is integrated into other project activities such as the CEH INNS horizon scan (activity 2.8) and the relationship between the project and Tropical shipping.

Output 3 In-territory agencies better equipped to implement effective at-border biosecurity via improved infrastructure, facilities and equipment

Progress towards output 3 is on course. The five in-territory partners have received the assessments of their main marine ports of entry from CABi the contracted consultants (output indicator 3.2). The recommendations will be reviewed in the first quarter of year two and the recommendations prioritised as actions (output indicator 3.1). A timetable for these prioritised actions will then be developed.

By end Y2Q2 we will have identified one a set of prioritised port actions that can be considered for implementation (output indicator 3.3). The partnership will decide which should be implemented based on the greatest biosecurity risk across the five territories and where the project finance can have the most impact. This may be one large action at one maritime point of entry (e.g. a larger infrastructure project), or a range of smaller actions implemented across several territories. This process offers an opportunity for the partners to work collaboratively together in a way that will be useful for the inter-territory working group to be set up (output indicator 2.2)

There is no reason to think at this stage that any of the outputs of the project will not be delivered.

3.3 Progress towards the project Outcome

The outcome of the project will be that at-border biosecurity is strengthened and effectively implemented in the five Caribbean OTs via advanced legislation, effective inter-agency working, increased capacity and improved infrastructure and facilities. Progress towards the four is inevitably limited at the end of the first year of a four-year project. The outcome is achieved through several outputs all of which are built on foundation activities e.g. the improved infrastructure and facilities requires the appointment of skilled consultants, assessments across the five territories and the production of a report that captures the results. This has been achieved in Y1 but is just the first step. Similarly, to achieve the outcome of increased capacity five candidates need recruiting as biosecurity officers and then training to a sufficient level to train others. The partners have recruited one post, and the training course is being developed so the foundation is being laid for achievement of the outcome by the end of the project.

The four outcome indicators are still relevant as there have been no significant changes to the project over its initial year.

The four outcome indicators are that;

0.1 national biosecurity legislations have been tabled to decision-makers or enacted in at least two OTs by end of project

Progress: The territories where the project can make an impact have been identified. The project is co-ordinating closely and fully with a similar existing project within DEFRA's NNSS thus maximising the impact of the limited resource available. Progress has been made in accelerating the process in BVI with consultants appointed to carry out stakeholder engagement and write an issues paper. A gap analysis is currently being carried out in Anguilla but has not been completed yet. A second draft of legislation is being written in Montserrat. In Cayman the project is working with DPLUS207 to support the creation of completion of effective legislation there. The project has brought the experience of TCI in passing biosecurity legislation in to help the BVI partner in framing their road map.

0.2 that biosecurity posts are funded and adopted into government staffing structures post-project and biosecurity trainings adopted into staff training plans

Discussion within the partnership has started on how we create the best conditions for this to happen. We acknowledge that this is ultimately out of our control, but we will create an action plan in Y2Q2 to ensure we maximise what we can do to ensure this happens.

0.3 inter-territory biosecurity working group five-year post-project plan established and agreed by partners by end of project

The partnership has already been discussing what this group will need to be effective. We have captured some elements e.g. that a secretariat role is needed to ensure meetings are set well in advance, agenda items called for etc, and the project partners will work closely together to make sure that we identify what is needed. There have been similar attempts to establish this sort of group before. These have failed and the project manager will be speaking to those involved to understand why this happened.

0.4 that at least 25 (minimum 5 from each territory) in-territory government staff and key stakeholders indicate an increased knowledge of (i) effective at-border biosecurity (ii) priority species risks and, (iii) how to effectively respond to INNS by end of project

There has been no progress towards this outcome indicator yet.

There is every reason to believe that the project will achieve its outcome by the end of the project. The highest risk of failure lies with indicator 0.2 as the ultimate decision for making government budget available to support these posts lies out with the project partners. We have started discussions e.g. about government budget timetables to understand what it is we must do to improve the likelihood of success. This varies across the five government partners of course.

4. Monitoring of assumptions

Fourteen critical assumptions were identified at the outset of the project. A further thirteen risks have been identified during the life of the project to date (see Annex 4, item 4. Risk management template).

Assumption 1 Political climate in territories is supportive of passing biosecurity legislation

Comments: This holds true. Elections took place in Montserrat in 2024, have just taken place in TCI (no change to Government) and Anguilla (change in Government) and are due to take place in April in Cayman. It is difficult in some cases to draw conclusions as to where biosecurity fits in a new government or even minister's set of priorities. It is after all standard democratic procedure that priorities and policies can change with a change of government or minister. In all cases the in-territory partners are "on this" as it is their responsibility to identify issues. The project partnership has not yet had the need to formally intervene e.g. with a letter or advocacy in any way. The project would do this if a need was identified.

Assumption 2 In-territory partners recognise the value and agree to support at-border biosecurity positions and trainings post-project

Comments: This holds true. The partners have only recruited one of the five biosecurity officer posts so far and the future difficulties in ensuring that budgets are made available to maintain these posts post-project have been flagged early on. The project is acutely aware of this risk and will develop an action plan to mitigate it.

Assumption 3 It is possible to make improvements/Port Authorities are supportive of making improvements

Comments: This holds true although has not been tested fully yet. The port authorities, largely through the fact that the local partners have excellent relationships with them have facilitated access for the assessment.

Assumption 4 TCI legislation is passed pre-project and lessons learned from the process can be shared with partners

Comments: This has happened. The TCI lessons were shared at a meeting in BVI in January 2025 and helped determine the way forward in BVI. The partner there has chosen to pursue a specific new piece of legislation rather than seek modification of existing pieces (see Annex 4, item 5. Notes from BVI Legislative pathway meeting).

Assumption 5 Montserrat biosecurity legislation is finalised prior to project start and passed without input from project team

Comments: This has not held true. Montserrat biosecurity legislation was not finalised prior to the start of the project. It is in its second stage of drafting (funded by NNSS).

Assumption 6 National biosecurity policy is finalised in Cayman Islands to inform legislation

Comments: This has not held true. No biosecurity policy has been finalised in Cayman. Legislation has been passed (Plant Health Act) or partially drafted (Animal Act) without this. The project has discussed whether it can support the process in Cayman.

Assumption 7 Project partners can attract suitable candidates within the region to take up at-border biosecurity posts

Comments: This has not been tested yet. Whilst there are delays to biosecurity officer recruitment, the lack of suitable candidates is not (yet, at least) an issue and partners believe that they can find suitable candidates including offering secondment opportunities to existing staff.

Assumption 8 Partners remain engaged in the project and continue to share lessons collaboratively

Comments: This remains true. Partners are fully engaged in the project and seem keen to share lessons. This is evidenced by 100% attendance at and engagement in all project meetings to date.

Assumption 9 Biosecurity training provides necessary information to improve biosecurity staff skills

Comments: This has not been tested yet as the training programme is still being developed.

Assumption 10 Project staff and in-territory stakeholder staff (at ports) are receptive to training and retain biosecurity knowledge

Comments: This holds true though will be more fully tested as the project progresses. There appears to be a great deal of receptiveness to the issue of INNS amongst in-territory stakeholders eg as evidenced by attendance at the workshop in BVI in January 2025. Whilst organised by NNSS/APHA and focussed on INNS (i.e. an issue downstream of biosecurity) all partners in the project were attendees and the project had a high profile at the event. It was clear that stakeholder groups (at least in BVI) such as border control staff had a significant interest in biosecurity and were eager to learn. The event was also attended by senior staff from some other functions such as the airport authority though some key functions (eg AG Chambers) did not attend despite invitations. The challenge is getting operational systems and processes to change to accommodate biosecurity needs.

Assumption 11 Differing stakeholder priorities do not prevent agreement of priority INNS

Comments: Not tested yet.

Assumption 12 Suitable expertise can be found to conduct port surveys to a high standard

Comments: This holds true. Suitable expertise was found and the assessment carried out very satisfactorily as directed.

Assumption 13 Access for port surveys/ approvals and space for biosecurity facilitates to be installed can be agreed by relevant authorities

Comments: This holds true. Access was granted for the assessment without any issues. The request for space etc has not been made yet.

Assumption 14 Incursion response materials are not restricted for import/use within territories

Comments: Not tested yet.

5. Project support to environmental and/or climate outcomes in the UKOTs

It is early days in the project and the impact will be very much the legacy of the project. It is a "slow build". As stated in the project application the project will deliver against the following environmental themes, charters etc. However, at this stage (end of Y1) its positive impact has been limited.

International

Convention on Biological Diversity Kunming-Montreal Global Biodiversity Framework Target 6 to "eliminate, minimize, reduce and/or mitigate the impacts of invasive species".

UN Sustainable Development Goal 15.8 to "significantly reduce the impact of native species on land...".

UK National priorities

UKOTs Biodiversity Strategy 2014 Strategic priority ii. "Preventing the establishment of non-native species".

25-year Environment Plan (2018) Target 3 "...prevent human induced extinction or loss of known threatened species in....the Overseas Territories".

Anguilla

National Environmental Management Strategy – Principle 13 Strategy 40 "Take necessary precautionary measures to avoid or minimise, the intentional or accidental introduction or escape...of alien or living modified organisms".

Anguilla Environment Charter Principle 7 "to safeguard and restore native species...and control or eradicate invasive species".

Anguilla Invasive Species Strategy 2008 "Prevention is the best method for keeping invasive species from entering Anguilla".

BVI

Environmental Charter of the BVI Principle 7, "to safeguard and restore native species...and control or eradicate non-native ones".

National Environment Action Plan (NEAP) objectives.

Cayman

Contributes to implementing priorities in the National Biodiversity Action Plan (2009) to reduce/eliminate invasive non-native species.

Delivers priorities under the Cayman Islands' Environmental Charter (commitments 1,2,6,7,9,10 and 11) to protect native biodiversity and control invasive species.

Montserrat

Montserrat Environmental Charter Principle 7, "to safeguard and restore native species...and control or eradicate non-native ones".

Turks and Caicos Islands

TCI Environmental Charter Principle 7, "to safeguard and restore native species...and control or eradicate non-native ones".

6. Gender Equality and Social Inclusion (GESI)

GESI Scale	Description	Put X where you think your project is on the scale
Not yet sensitive	The GESI context may have been considered but the project isn't quite meeting the requirements of a 'sensitive' approach	
Sensitive	The GESI context has been considered, and project activities take this into account in their design and implementation. The project addresses basic needs and vulnerabilities of women and marginalised groups and the project will not contribute to or create further inequalities.	X
Empowering	The project has all the characteristics of a 'sensitive' approach whilst also increasing equal access to assets, resources and capabilities for women and marginalised groups	
Transformative	The project has all the characteristics of an 'empowering' approach whilst also addressing unequal power relationships and seeking institutional and societal change	

Whilst biosecurity is an issue that affects all communities in some way and often has the biggest adverse impact on marginalised and less resilient communities, this specific project with its focus on rather technical issues (legislation) and focus on the main maritime port of entry to the territories (port infrastructure) is rather distant from these issues.

Leadership of the project is well balanced - of the seven partners constituting the project group, generally three are represented on the partnership leadership groups (steering and delivery groups) by males and four by females.

The project's target audiences are often very male-dominated workforces – port workers, customs and security agents – so it might be expected that most contacts that the project works with will be male. This will be balanced by ensuring that the audiences for training and workshops are gender balanced. As an example, at the NNSS/APHA workshop in BVI in January 2025 which involved many of the same stakeholders as this project does, and indeed, many of the same individuals, the gender balance of attendees was 55% male to 45% female which is likely fairly indicative of our stakeholders. Monitoring of all activities will take place and be reported.

7. Monitoring and evaluation

Financial monitoring is carried out by RSPB's finance department with finance reports (spend vs budget) provided monthly to the project manager. This is an organisational-wide system that has been honed over many years to meet the various needs from individual project management through to organisational financial accountability. A designated senior individual in RSPB's finance department has specific responsibility for supporting the project through the project manager. As well as the senior finance officer attending the fortnightly project meetings, focussed budget and evidence meetings are held at five key times through the financial year to specifically discuss financial reporting and evidencing, particularly the pathways from partners to RSPB. A financial reporting template is provided by RSPB to partners to use if they wish. Partners have been requested to allocate a named finance officer to the project so professional relationships can be built across the project's "finance team".

Monitoring of outputs and activities is simplified through a project implementation plan (PIP) (see Annex 4, item 6) which is updated monthly by the project manager. Activities and outputs are scored red, amber, green, white, together with a commentary and identified actions for improvement of score where needed. This is managed by the project manager and shared across the partnership.

RSPB through its project manager takes a clear lead and responsibility for monitoring and evaluating both financial and technical performance of the project. There appears to be no need to modify this system now.

Progress is checked through steering group and delivery group meetings which take place several times a year. Whilst the two groups (steering and delivery) have different terms of reference, at present their composition is largely the same as there is not sufficient depth in most partners to allow different staff members to attend. This does however have the advantage of developing a strong ethos of working effectively together.

8. Lessons learnt

1. Investment in planning and developing a project pays significant dividends later. Despite covering five territories the project is relatively straight forward to run e.g. having just three outputs. During the development of the project the logframe was subjected to challenge and testing and rewritten numerous times by the project development team. This means that during the live project the logframe is very robust. No changes have been proposed to it during the first year and reporting is logical and easy. This allows management and administrative time to go into thinking “around the project” rather than amending a poorly constructed logframe.
2. Government processes are convoluted and not flexible. Despite having built-in six-month delays to the recruitment of the biosecurity officer posts, only one territory managed to recruit within this timeframe. A financial change request submitted (and approved) in December 2025 was directly because of these delays. A second (smaller) one in March 2025 (rejected) also arose from these same delays.
3. The project partners are all government departments or equivalent and all have heavy workloads covering wide remits, with limited resources. Balancing genuine partner engagement with the need to support them through not overburdening them with process and project demands can be difficult. The project manager has taken a light touch approach to project management. The downside is that project partners have probably not contributed as actively to the management of the project as would be ideal. This approach supports the notion that RSPB is in the lead role to support and facilitate, allowing the partners to deliver locally.

9. Actions taken in response to previous reviews (if applicable)

As a Y1 Annual Report there is no feedback from an Annual Review applicable.

Following the **Round 1 Interview Panel** for DPR12ST\1009 in September 2023, several questions were raised to which RSPB gave response in a letter dated 30th September 2023. Question 4 raised the issue of the status of CEH in the project in relation to the proposed INNS horizon scanning exercise (output indicator 2.9). This has been fully followed through and resolved through the inclusion of CEH as a full partner in the project.

10. Risk Management

There have been no significant modifications to the project required to address risk, largely because the risk list at the start of the project was comprehensive. The risk register has been nuanced with the breakdown of some larger risk categories into their component parts as the project is implemented but no significant changes have been required. Of the 26 risks identified, seven (27%) arise from the recruitment, employment, training and retention of the biosecurity officer posts and five (19%) arise from the legislative work programme.

A quarterly horizon-scanning approach to risk management was implemented by the internal project management team, its first meeting taking place on 12th March 2025. The Darwin template risk register (see Annex 4, item 4) forms the basic management tool used, but the team also looks at the larger picture to assess what might be coming up.

As a project covering five different jurisdictions and requiring significant actions on the part of other parties the risk level of non-delivery (of component parts) is and remains significant. The current risk register is attached. Covering five territories the risk of a failure on one issue across all five seems slim.

11. Scalability and durability

Durability

Durability is built into this project – planned outcomes being relevant, effective legislation, improved biosecurity facilities and greater knowledge and capacity through the biosecurity officer programme - all designed to embed the project i.e. make its legacy durable. The key issue is securing political commitment and consequent budget for the biosecurity officer posts. This has already been discussed and a commitment made to plan for this e.g. by seeking secondments for the biosecurity officers so that their upskilling and increased knowledge is retained in-territory even if new budget is not allocated.

Our local partners are all government departments or ministries, and political representatives have been involved in signing up to the project. Four of the five Territories have had elections in effectively the first year of the project. BVI held an election in 2023. This does mean that for all five territories, there should now be a period of political stability which should allow partners a greater degree of influence and time to build support with political leadership for the project. Though it is too soon to tell whether or not those new governments will prioritise this project's objectives / environmental issues.

The partnership has also begun planning for the submission of budgetary bids for the biosecurity officers. These will often need to be made at least two years before being required to meet strict government procedure i.e. may need to be in early 2026 for posts to start in 2028. Precise timetables vary between jurisdictions of course.

Scalability

The project covers just five of the 29 SIDS (Small Island Developing States) in the Caribbean, all of which face the same risk from invasive non-native species that the territories covered by this project do. Several stakeholders deeply involved in our project (CABi, Tropical Shipping) are active across the Caribbean and the question of the relevance of this project to wider application (i.e. scalability) has been the subject of discussion e.g. the biosecurity officer training programme is clearly relevant outside the confines of this project, and we are actively looking at how we can invite greater participation and make the materials and techniques more widely available. Following the success of the BVI workshop in January 2025 in demonstrating the enthusiasm of some groups e.g. border force and customs for understanding more about biosecurity we are considering extending the training beyond the target of 5 other staff (output indicator 2.7). (see Annex 4, item 1).

12. Darwin Plus identity

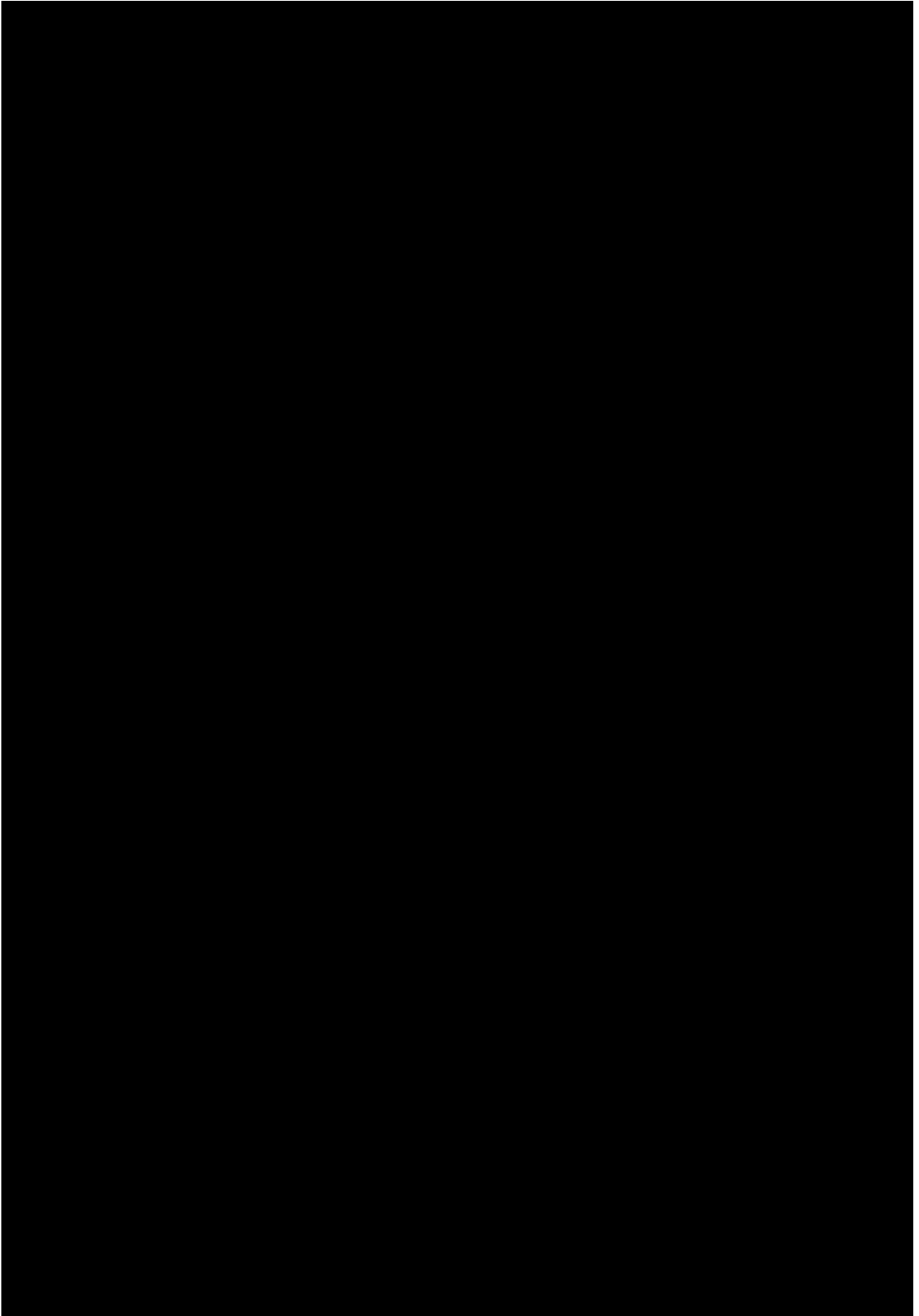
This project so far has not produced any physical publicity or awareness materials and there will be relatively few examples of these over the lifespan of the project.

All partners are fully aware of Darwin Plus as many have been partners and/or participants in previous Darwin Plus projects. The project is recognised fully by all participants, and the logo is displayed regularly e.g. on .ppt presentations at workshops. For instance, the project was fully promoted at the GBNSS-APHA invasive species workshop in Tortola, BVI in January 2025.

In most cases relevant Government Ministers have received briefings on the project and the contribution of Darwin Plus has been recognised eg the Project Manager presented to the relevant Minister (Honorable Josephine Connolly), Permanent Secretary W Clerveaux and Deputy PS Arthur Bean in Providenciales on 28th August 2024.

The contribution and importance of Darwin funding was also specifically mentioned at a talk at the OECS Eleventh Council of Ministers: Environmental Sustainability Meeting, 3-4 July 2024, in BVI. Hurricane Beryl prevented physical attendance by project representatives, and the presentation was made virtually.

13. Safeguarding



13. Project expenditure

Table 1: Project expenditure during the reporting period (1 April 2024 – 31 March 2025)

Project spend (indicative) in this financial year	2024/25 D+ Grant (£)	202/25 Total actual D+ Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs				
Consultancy costs				
Overhead Costs				
Travel and subsistence				
Operating Costs				
Capital items				
Others (Please specify)				
TOTAL				

NB: Please note that these figures are predictive but are quite close.

Table 2: Project mobilised or matched funding during the reporting period (1 April 2024 – 31 March 2025)

	Secured to date	Expected by end of project	Sources
Matched funding leveraged by the partners to deliver the project (£)			RSPB,
Total additional finance mobilised for new activities occurring outside of the project, building			

Annex 1: Report of progress and achievements against logframe for Financial Year 2024-2025

Project summary	Progress and Achievements April 2024 - March 2025	Actions required/planned for next period
Impact Caribbean UKOT economies, environments and people are safeguarded from the impacts of new INNS by robust and updated biosecurity legal frameworks, biosecurity capacity, capability and infrastructure and rapid response regimes.	Too early in project to assess this realistically	
Outcome At-border biosecurity is strengthened and effectively implemented in the 5 Caribbean OTs via advanced legislation, effective inter-agency working, increased capacity and improved infrastructure and facilities		
Outcome indicator 0.1 National biosecurity legislations have been tabled to decisionmakers or enacted in at least 2 OTs by end of project	Progress made in all 4 Territories which do not currently have biosecurity legislation in place (TCI does). Work program across 5 UKOTs determined for this project. Legislative pathfinder held in BVI (Annex A, items 2 and 5). Work commissioned on BVI Issues Paper (ie BVI Biosecurity Legislation Needs Assessment) Needs assessment taking place in Anguilla (under NNSS project).	Biosecurity issues paper for BVI completed. Work to start on biosecurity policy paper for BVI after issues paper signed off by BVI Gov't. Needs assessment in Anguilla to be completed and legislative pathfinder (as was used in BVI to determine next steps) to be carried out. Second draft of legislation in Montserrat to be completed.
Outcome indicator 0.2 Biosecurity posts are funded and adopted into government staffing structures post-project and biosecurity trainings adopted into staff training plans	Too early for significant progress against this outcome indicator. One biosecurity officer employed and training plan in mid stage of development. Three others in the active recruitment stage (stop press – Anguilla has just appointed to the biosecurity officer post). TCI has been unable to start recruitment due to internal government process	All five biosecurity officer posts to have been appointed. Training program agreed and implemented. Legacy plans for continuation of posts to be drawn up for all five Territories. Inter-Territory Biosecurity Working Group to have been established with priority objectives to include sustainable funding for and

		continuation of the five biosecurity officer posts.
Outcome indicator 0.3 Inter-territory biosecurity working group 5-year post-project plan established and agreed by partners by end of project	Too early for progress against this outcome indicator. Some thinking around inter-territory biosecurity working group has taken place	Terms of reference for the group to be developed and agreed by partnership. Group to meet once and develop a plan for continuation of biosecurity officer posts (supporting outcome indicator 0.2)
Outcome indicator 0.4 At least 25 (minimum 5 from each territory) in-territory government staff and key stakeholders indicate an increased knowledge of (i) effective at-border biosecurity (ii) priority species risks and, (iii) how to effectively respond to INNS by end of project	Too early for significant progress against this outcome indicator. An invasive species workshop in BVI in January 2025 (Annex 4, item 7).	Training program including elements of "training the trainer" and communicating effectively with stakeholders to be implemented with the five biosecurity officers
Outcome indicator 0.5 Marked increase to at-border biosecurity facilitates and infrastructure in all 5 territories against port survey baseline established in Y2	Too early for significant progress against this outcome indicator though assessment of port facilities, equipment and process has been carried out and reports delivered to individual territories and recommendations made (see annex A, item 1).	Ports assessment (baseline survey) recommendations to be prioritised and costed. First simplest contracts to be issued
Output 1 Legislative needs better understood and supported across all 5 Caribbean OTs with national biosecurity legislation that enables effective at-border biosecurity developed		
Output indicator 1.1 Biosecurity legislative needs assessment completed	Completed for 3 of the 5 territories and in hand for the remaining two (BVI and Anguilla).	To be completed for Anguilla
Output indicator 1.2	Agreed between partners. Some flexibility retained as many factors in this process as described above, are outside our	

Workplan to support legislative plan for relevant territories established and agreed by project partners	control. Also agreed with GBNSS to closely co-ordinate the two projects	Biosecurity issues paper to be completed for BVI (inc stakeholder consultation).
Output indicator 1.3 Existing national biosecurity legislation in Montserrat finalised by end Y1	Second (final) draft of proposed legislation being prepared. This by NNS	Second draft to be completed and submitted for approval
Output indicator 1.4 National biosecurity legislation for Anguilla, BVI and Cayman Islands drafted by end Y3	Legislation needs assessment (gap analysis) started for Anguilla. Road map for making progress in BVI agreed and contractor appointed to carry out stakeholder consultation and write an issues paper (aka needs assessment/gap analysis). Project support for development of Animals Act offered to Cayman but not currently required.	Cayman Islands to complete Plant Health Act regulations and first draft of Animals Act. BVI to complete Biosecurity Issues stakeholder consultation and paper. Progress to be made on writing Biosecurity Policy. Needs assessment to be completed for Anguilla. biosecurity legislation pathfinder to be held (based on BVI model in 2025). Next steps to be determined at this meeting. First step – likely writing of a biosecurity policy to be started.
Output 2. Enhanced capacity amongst in-territory agencies to implement at border biosecurity across all 5 Caribbean OTs		
Output indicator 2.1. RSPB, supported by TCI, recruits a project manager based in Turks & Caicos by Y1 Q2	PM recruited and in post. Completed. (see annex 4, item 10).	No actions required
Output indicator 2.2. RSPB and partners review biosecurity officer job descriptions to align specifically for each territory's needs and recruit in-territory biosecurity officers (3 recruited by Y1 Q3, a further 2 by end Y1)	Job descriptions shared with each territory developing its own tailored job description. One biosecurity officer recruited (for Montserrat). Progress made in Anguilla (advertised and (applications received) and Cayman (job evaluated by job	Recruit Anguilla biosecurity officer Recruit BVI biosecurity officer Recruit TCI biosecurity officer

	evaluation panel). No progress in TCI and BVI (see annex 4, item 8)	Recruit Cayman biosecurity officer
<p>Output indicator 2.3.</p> <p>RSPB coordinates an initial cross-territory meeting with territory partners and key stakeholders (e.g., OECS) to form the inter-territory biosecurity working group, and develops ToRs to be agreed by all partners by Y2 Q2 and then meeting at least annually from Y2</p>	No action this year	<p>Inter-territory group's Terms of Reference to be developed by partners.</p> <p>First meeting to be held</p>
<p>Output indicator 2.4.</p> <p>RSPB supported by the inter-territory biosecurity working group develops a 5-year post-project plan including funding strategy for F2F meetings on rotation across the Caribbean OTs by end of project</p>	No action this year	Nothing planned
<p>Output indicator 2.5.</p> <p>RSPB coordinates a training programme for Biosecurity Officers, supported by University of West Indies CBS and GBNSS and attended by all 5 biosecurity officers (and other relevant partner staff) by end Y2 Q2</p>	Biosecurity officer training plan developed to a late stage (annex 4, item 3). Several external bodies involved in discussions about delivery.	<p>Biosecurity officer training plan to be fully signed off by partners</p> <p>First unit to be delivered (once biosecurity officers are in post)</p>
<p>Output indicator 2.6.</p> <p>Biosecurity Officers, with RSPB support and expert advice (e.g., GBNSS) and building on from training received above, develop an at-border biosecurity training programme for in-territory staff (e.g., customs officers, port authority staff) by Y2 Q4 and integrate into staff training/inductions by end of project</p>	No action this year	<p>Action to be determined.</p> <p>Training course has elements of "training the trainer" but progress to that stage depends on recruitment of biosecurity officers and their levels of skill and knowledge</p>
<p>Output indicator 2.7.</p> <p>Biosecurity Officers deliver at-border biosecurity training developed above to at least 5 staff in TCI by end Y3, with follow-up training delivered by end Y4</p>	No action this year	No action planned

Output indicator 2.8. RSPB coordinates expert group (from eg UKCEH) to lead INNS horizon scanning workshops involving in-territory stakeholders (e.g., departments of environment, National Trusts) by end Y2 Q4, to identify priority INNS	UK's Centre for Ecology and Hydrology (CEH) joined partnership after consultation with partners led by RSPB. Project details worked up in outline	Project details to be completed and agreed by partnership. INNS horizon scanning workshops to be carried out. The process will run over two years
Output indicator 2.9. RSPB supports in-territory partners to develop incursion response plans for at least 2 priority INNS per territory identified above	No action this year	No action planned. This exercise will take place after 2.8
Output indicator 2.10. RSPB, UKCEH support in-territory partners to develop identification resources, communication materials/port signage for the INNS identified through the horizon scanning for port staff and stakeholders in each territory	No action this year	No action planned other than preparatory. This exercise will take place in Y3
Output indicator 2.11. In-territory partners and RSPB coordinate high-level stakeholder meeting to present project learnings and final biosecurity audit results (Activity 3.6) with the aim of securing biosecurity posts at-border post project by end of project	No action this year	No action planned. This exercise will take place in Y3
Output 3. In-territory agencies better equipped to implement effective at-border biosecurity via improved infrastructure, facilities and equipment		
Output indicator 3.1. RSPB coordinates a project launch meeting in Y1 Q2 to identify port prioritisation with all partners	Successful co-ordination held via Steering and Delivery Groups and e-mail. Completed (see annex 4, item 9)	No action planned
Output indicator 3.2. RSPB contracts consultant by end Y1 Q2 to complete port surveys in each territory by end Y1 that include recommendations for biosecurity improvements to existing infrastructure and needs of each territory re: facilities	Consultants (CABi Caribbean) appointed, and work completed successfully (annex 4, item 1).	No action planned

<p>Output indicator 3.3.</p> <p>In-territory partners implement recommendations for improvements to ports identified above by end of project</p>	No action	<p>Report recommendations to be prioritised and work program agreed (eg, budget allocated).</p> <p>Flexibility required at this stage as to which actions might be implemented</p>
<p>Output indicator 3.4.</p> <p>RSPB coordinates with in-territory partners, to identify equipment needs that support effective at-border biosecurity and incursion response, based on results of priority INNS horizon scanning workshop (activity 2.8)</p>	No action	No action planned as INNS workshop will not have been completed. To take place in Y3
<p>Output indicator 3.5.</p> <p>In-territory partners, supported by RSPB and experts such as GBNSS, plan, cost (for all 5 territories) and install (in at least 3 territories) biosecurity facilities at priority ports by end of project</p>	No action	No action planned
<p>Output indicator 3.6.</p> <p>RSPB commissions an independent biosecurity audit (repeat port survey) to be completed in each territory by end of project</p>	No action	No action planned. To take place in Y4

Annex 2: Project’s full current logframe as presented in the application form (unless changes have been agreed)

Project Summary	SMART Indicators	Means of Verification	Important Assumptions
<p>Impact: (Max 30 words) Caribbean UKOT economies, environments and people are safeguarded from the impacts of new INNS by robust and updated biosecurity legal frameworks, biosecurity capacity, capability and infrastructure and rapid response regimes.</p>			

<p>Outcome: (Max 30 words)</p> <p>At-border biosecurity is strengthened and effectively implemented in the 5 Caribbean OTs via advanced legislation, effective inter-agency working, increased capacity and improved infrastructure and facilities</p>	<p>0.1 [DPLUS-D03] National biosecurity legislations have been tabled to decision- makers or enacted in at least 2 OTs by end of project</p> <p>0.2 Biosecurity posts are funded and adopted into government staffing structures post-project and biosecurity trainings adopted into staff training plans</p> <p>0.3 Inter-territory biosecurity working group 5-year post- project plan established and agreed by partners by end of project</p> <p>0.4 [DPLUS-A04] At least 25 (minimum 5 from each territory) in-territory government staff and key stakeholders indicate an increased knowledge of (i) effective at-border biosecurity (ii) priority species risks and,</p>	<p>0.1 Cabinet meeting minutes; published legislation</p> <p>0.2 Biosecurity officer workplans; staff training plans; Org-charts</p> <p>0.3 5-year plan; ToR</p> <p>0.4 Questionnaire; survey results</p>	<p>Assumption 1 Political climate in territories is supportive of passing biosecurity legislation</p> <p><i>While we recognise the political support and priority for biosecurity legislation in each territory will vary and that this is not within the gift of the project to directly influence, we have been working in support of the draft TCI biosecurity legislation and believe this experience gives us a greater understanding of the commitment and flexibility necessary to advance any legislative process, and a blueprint for successful support in other territories. The project will facilitate best practice across the Caribbean OTs to enable and empower harmonisation of legislation in the 3 other OTs. We will work closely with Departments of agriculture (and/or other responsible Departments), including via directors to remain informed of political climate and necessary steps to get legislation passed in the different territories.</i></p> <p>Assumption 2 In-territory partners recognise the value and agree to support at-border biosecurity positions and trainings post-project</p> <p><i>We expect this to hold true as partners have expressed significant interest in supporting long-term impact and ensuring capacity for project delivery is maintained post project end. Department</i></p>
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	<p>(iii) how to effectively respond to INNS by end of project</p> <p>0.5 Marked increase to at-border biosecurity facilitates and infrastructure in all 5 territories against port survey baseline established in Y2</p>	<p>0.5 Initial port survey results, audit reports; photos of facilities and port improvements</p>	<p><i>of Agriculture directors from each territory have been consulted on the capacity support provided through the project and have expressed their support for these positions during project consultations and will be regularly involved in the project. We will ensure that regular engagement with high-level government stakeholders via Department of agriculture directors and ensure that learnings and successes are shared regularly with these stakeholders.</i></p> <p>Assumption 3 It is possible to make improvements/Port Authorities are supportive of making improvements</p> <p><i>We expect this to hold true as port surveys will make recommendations specific to each port and will ensure flexibility and adaptability to resolve specific issues rather than a one size fits all approach. We will adaptively manage budget to facilitate improvements necessary and via regular engagement with port authority staff through the biosecurity officers and with support from directors of the departments of agriculture expect that we can show stakeholders that the improvements are a beneficial resource aligned with their priorities.</i></p> <p><i>Training of port staff and resources will be provided at no additional cost to stakeholders which we expect will be sufficient to align port stakeholders with the project priorities.</i></p>
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<p>Output 1</p> <p>Legislative needs better understood and supported across all 5 Caribbean OTs with national biosecurity legislation that enables effective at-border biosecurity developed</p>	<p>1.1 Biosecurity legislative needs assessment completed for all territories by end Y1</p>	<p>1.1 Legislation assessment report</p>	<p>Assumption 4 TCI legislation is passed pre-project and lessons learned from the process can be shared with partners</p> <p><i>We expect this to hold true as biosecurity legislation has been developed as part of DPLUS121: strengthening biosecurity for the TCI iguana islands</i></p>
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	<p>1.2 Workplan to support legislative plan for relevant territories established by end Y1 and agreed by project partners</p> <p>1.3 Existing national biosecurity legislation in Montserrat finalised by end Y1</p> <p>1.4 National biosecurity legislation for Anguilla, BVI and Cayman Islands drafted by end Y3</p>	<p>1.2 Legislative development workplan; meeting minutes approved by partners</p> <p>1.3 Final biosecurity legislation document</p> <p>1.4 Draft legislation documents</p>	<p><i>and has been submitted to cabinet for review before the end of 2023. We are optimistic this will be passed, however lessons learned from the entire process will be of value to informing the development of legislation in other territories</i></p> <p>Assumption 5 Montserrat biosecurity legislation is finalised prior to project start and passed without input from project team</p> <p><i>Legislation in Montserrat is currently in the final drafting stages but with no clear timeline as to when this will be completed. Should it be passed prior to project start this will nonetheless benefit the project via inter-territory learnings.</i></p> <p>Assumption 6 National biosecurity policy is finalised in Cayman Islands to inform legislation</p> <p><i>This should hold true as a national biosecurity policy is planned to be drafted as part of the DPLUS128 project, Safeguarding Cayman Sister Islands from Invasive species which will inform development of legislation.</i></p>
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<p>Output 2 Enhanced capacity amongst in-territory agencies to implement at-border biosecurity across all 5 Caribbean OTs</p>	<p>2.1 [DPLUS-A03] Capacity to coordinate at-border biosecurity increased via recruitment of at least 3 Biosecurity Officers by Y1 Q3, with a further 2 by end Y1 (one in each of the 5 OTs)</p> <p>2.2 Inter-territory biosecurity working group represented by all 5 territories established by Y2 Q2 to support cross-territory learning with at least 1 meeting in Yrs 2, 3 and 4</p>	<p>2.1 Job descriptions; job adverts; signed contracts</p> <p>2.2 ToR; meeting minutes; attendance records</p>	<p>Assumption 7 Project partners can attract suitable candidates within the region to take up at-border biosecurity posts</p> <p><i>RSPB has a strong track record of recruiting and supporting partners to recruit project staff in with territory e.g., DPLUS121, 181 and 128. We have consulted extensively with partners prior to project development to ensure each has the capability and means to accommodate officers in-territory.</i></p> <p>Assumption 8 Partners remain engaged in the project and continue to share lessons collaboratively.</p>
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	<p>2.3 [DPLUS-A01] All 5 Biosecurity Officers complete at-border biosecurity training by end Y2 Q2</p> <p>2.4 [DPLUS-A05] At least 5 stakeholder staff per territory (e.g., port authority staff, customs officers) complete at-border biosecurity training in Y3 and follow up training in Y4</p> <p>2.5 Priority INNS identified for each territory and shared amongst partners by end Y2</p> <p>2.6 [DPLUS-B02] By Y3 Q4, INNS incursion response plans developed for at least 2 priority INNS per territory</p>	<p>2.3 Attendance reports; attendance certificates</p> <p>2.4 Training programme plan; training resources; attendance lists</p> <p>2.5 INNS prioritisation reports; working group minutes</p> <p>2.6 Incursion response plans</p>	<p><i>Partners are experienced in cross territory learning. There are several existing platforms/groups in the region in which project partners participate collaboratively such as the OECS and the Caribbean Plant Health Director's forum. RSPB has extensive experience in working cross-territory and facilitating inter-territory working in the overseas territories, in particular the Caribbean as evidenced in DPLUS098, Restoring and safeguarding wetlands of the Caribbean UKOTs. RSPB also co-ordinates and facilitates the Caribbean Conservation Network of Directors of the NTs of the 5 Caribbean OTs.</i></p> <p>Assumption 9 Biosecurity training provides necessary information to improve biosecurity staff skills. <i>We will develop the training programme using lessons learned and resources developed from previous projects where biosecurity is a focus (e.g., DPLUS121, DPLUS128, DPLUS095 and RSPB's Biosecurity for LIFE project). In addition, the training programme will be developed in line with international best practice (informed by GBNNSS) resources/advice as well as building on modules already taught as part of the Uni West Indies Centre for Biosecurity Studies and with advice from UKCEH and CABI-Caribbean.</i></p> <p>Assumption 10 Project staff and in-territory stakeholder staff (at ports) are receptive to training and retain biosecurity knowledge</p> <p><i>We believe this will hold true as Department of Agriculture staff in all territories have expressed interest in upskilling at-border biosecurity knowledge and expertise in project development</i></p>
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			<p><i>consultations. Port Authority staff/Customs Officers</i></p> <p>Assumption 11 Differing stakeholder priorities do not prevent agreement of priority INNS <i>Stakeholders will include government environment and agriculture departments and national trusts who will have differing priorities, however priority INNS will be assessed against impact assessed for biodiversity, economy and human health as completed in the previous GBNNSS and UKCEH 2018/19 horizon scanning exercise. RSPB will work closely with GBNNSS and UKCEH to facilitate workshops that enable agreement of priority species. All three organisations have much experience in facilitating meetings and agreements of stakeholders in the region.</i></p> <p>Assumption 12 Suitable expertise can be found to conduct port surveys to a high standard</p> <p><i>An open tender will be advertised to attract the best candidate to complete the work. We have been advised by GBNNSS that there are several agencies within the region that would be able to complete such a task to a high standard, e.g., CABI- Caribbean, who have previously conducted port surveys within the Caribbean. We will also be advised and supported by GBNNSS during the tender selection process to select appropriately</i></p>
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Output 3 In-territory agencies better equipped to implement effective at-border biosecurity via improved infrastructure, facilities and equipment	3.1 Port surveys, including recommendations for improvements to existing infrastructure, completed for all 5 territories by end Y1 3.2 Port biosecurity infrastructure improvements made in all 5 territories by Y4 Q3 3.3 At-border biosecurity facility and equipment need assessed, quantified and	3.1 Port survey reports 3.2 Procurement documents; relevant planning permissions; photos of infrastructure 3.3 Port survey reports, equipment needs reports	

	<p>prioritised for all 5 territories by end Y2</p> <p>3.4 Biosecurity facilities planned and costed for all 5 territories by Y4 Q1 and facilities operational in at least 3 territories by end of project</p> <p>3.5 All 5 territories have the necessary equipment to implement at-border biosecurity and respond to priority INNS incursions by end of project</p>	<p>3.4 Facility plans; budgets; planning permissions; photos of operational facilities</p> <p>3.5 Procurement documents; photos of equipment in use; incursion response reports</p>	<p>Assumption 13 Access for port surveys/ approvals and space for biosecurity facilities to be installed can be agreed by relevant authorities</p> <p><i>We expect this to hold true as we understand the relationship between most, if not all, the partners and port authority/customs agencies who manage/own the ports is good. This varies from between territories and so a stakeholder management plan will be developed prior to project implementation to ensure port stakeholders are properly engaged and on board with the project.</i></p> <p>Assumption 14 Incursion response materials are not restricted for import/use within territories.</p> <p><i>This should hold true as the expectation of equipment needs to effectively respond to INNS incursions will unlikely require such items as firearms or highly toxic chemicals. In the case that this would happen in any territory, we would expect that government partners would be able to facilitate, expediate or apply for exemptions. In addition, we have engaged Tropical Shipping, (Miami), to support the shipment of materials/equipment who are a significant shipper in the region with extensive experience of necessary documentation/processes needed.</i></p>
<p>Activities</p> <p>Output 1</p> <p>1.1. RSPB, supported by GBNNSS Biosecurity project legislation toolkit, initiates a legislation needs assessment linked to legislative process for each territory with lessons learned (e.g., from TCI) shared with partners via the inter-territory working group (activity 2.3)</p>			

- 1.2. RSPB coordinates a workshop to present results of legislative needs assessment to in-territory partners and relevant stakeholders and develops legislative improvement workplan for relevant territories by end Y1
- 1.3. RSPB supports Montserrat to review existing national biosecurity legislation and finalise draft in advance of submission to cabinet
- 1.4. RSPB, supported by GBNNSS and legal drafters, coordinate the drafting of biosecurity policy for Anguilla and BVI, engaging key in- territory, inter-territory partners (Cayman, TCI) and international stakeholders (e.g., OECS)
- 1.5. RSPB, with support of legal drafters, develops biosecurity legislation for Anguilla, BVI, and Cayman Islands (building on existing biosecurity policy in development) building on lessons learned from other territories, submits to cabinet by end of project.

Output 2

- 2.1 RSPB, supported by TCI, recruits a project manager based in Turks & Caicos by Y1 Q2
- 2.2 RSPB and partners review biosecurity officer job descriptions to align specifically for each territory's needs and recruit in-territory biosecurity officers (3 recruited by Y1 Q3, a further 2 by end Y1)
- 2.3 RSPB coordinates an initial cross-territory meeting with territory partners and key stakeholders (e.g., OECS) to form the inter-territory biosecurity working group, and develops ToRs to be agreed by all partners by Y2 Q2 with inter-territory biosecurity working group meeting at least annually from Y2
- 2.4 RSPB supported by the inter-territory biosecurity working group develops a 5-year post-project plan including funding strategy for F2F meetings on rotation across the Caribbean OTs by end of project
- 2.5 RSPB coordinates a training programme for Biosecurity Officers, supported by University of West Indies CBS and GBNNSS and attended by all 5 biosecurity officers (and other relevant partner staff) by end Y2 Q2
- 2.6 Biosecurity Officers, with RSPB support and expert advice (e.g., GBNNSS) and building on from training received above, develop an at-border biosecurity training programme for in-territory staff (e.g., customs officers, port authority staff) by Y2 Q4 and integrate into staff training/inductions by end of project
- 2.7 Biosecurity Officers deliver at-border biosecurity training developed above to at least 5 staff in each territory by end Y3, with follow-up training delivered by end Y4

- 2.8 RSPB coordinates expert group from UKCEH to lead INNS horizon scanning workshops involving in-territory stakeholders (e.g., departments of environment, National Trusts) in each OT by end Y2 Q4, to identify priority INNS
- 2.9 RSPB supports in-territory partners to develop incursion response plans for at least 2 priority INNS per territory identified above
- 2.10 RSPB, UKCEH support in-territory partners to develop identification resources, communication materials/port signage for the INNS identified through the horizon scanning for port staff and stakeholders in each territory
- 2.11 In-territory partners and RSPB coordinate high-level stakeholder meeting to present project learnings and final biosecurity audit results (Activity 3.6) with the aim of securing biosecurity posts at-border post project by end of project
- 2.12 In-territory partners complete survey of at-border staff trained (activity 2.7) to quantify knowledge of at-border biosecurity, INNS and incursion response procedures

Output 3

- 3.1 RSPB coordinates a project launch meeting in Y1 Q2 to identify port prioritisation with all partners
- 3.2 RSPB contracts consultant by end Y1 Q2 to complete port surveys in each territory by end Y1 that include recommendations for biosecurity improvements to existing infrastructure and needs of each territory re: facilities
- 3.3 In-territory partners implement recommendations for improvements to ports identified above by end of project
- 3.4 RSPB coordinates with in-territory partners, to identify equipment needs that support effective at-border biosecurity and incursion response, based on results of priority INNS horizon scanning workshop (activity 2.8)
- 3.5 In-territory partners, supported by RSPB and experts such as GBNNSS, plan, cost (for all 5 territories) and install (in at least 3 territories) biosecurity facilities at priority ports by end of project
- 3.6 RSPB commissions an independent biosecurity audit (repeat port survey) to be completed in each territory by end of project

Annex 3: Standard Indicators

Table 1 Project Standard Indicators

Please see the Standard Indicator guidance for more information on how to report in this section, including appropriate disaggregation.

DPLUS Indicator number	Name of indicator	If this links directly to a project indicator(s), please note the indicator number here	Units	Disaggregation	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Men Anguilla	0				4
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Women Anguilla	0				1
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Men BVI	0				4
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Women BVI	0				1
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Men Cayman	0				4
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Women Cayman	0				1
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Men Montserrat	0				3
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Women Montserrat	0				2
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Men TCI	0				3
DPLUS-A01	Number of people in eligible countries who have completed structured and relevant training		People	Women TCI	0				2
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Men Anguilla	0				1

DPLUS Indicator number	Name of indicator	If this links directly to a project indicator(s), please note the indicator number here	Units	Disaggregati on	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Women Anguilla	0				0
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Men BVI	0				1
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Women BVI	0				0
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Men Cayman	0				1
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Women Cayman	0				0
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Men Montserrat	0				0
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Women Montserrat	0				1
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Men TCI	0				0

DPLUS Indicator number	Name of indicator	If this links directly to a project indicator(s), please note the indicator number here	Units	Disaggregati on	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project
DPLUS-A05 (prev DPLUS A04)	Number of trainers, trained under the project reporting to have delivered further training		People	Women TCI	0				1
DPLUS-B07 (prev DPLUS-D03)	Number of policies with biodiversity provisions that have been enacted or amended		UKOT	Montserrat	0				1
DPLUS-B07 (prev DPLUS-D03)	Number of policies with biodiversity provisions that have been enacted or amended		UKOT	BVI	0				1
DPLUS-B07 (prev DPLUS-D03)	Number of policies with biodiversity provisions that have been enacted or amended		UKOT	Anguilla	0				1
DPLUS-B02	Number of new or improved species management plans available and endorsed		UKOT	Anguilla	0				2
DPLUS-B02	Number of new or improved species management plans available and endorsed		UKOT	BVI	0				2
DPLUS-B02	Number of new or improved species management plans available and endorsed		UKOT	Cayman	0				2
DPLUS-B02	Number of new or improved species management plans available and endorsed		UKOT	Montserrat	0				2
DPLUS-B02	Number of new or improved species management plans available and endorsed		UKOT	TCI	0				2

Note: For DPLUS-A01 the gender splits in each territory are arbitrary as we cannot predict what gender trainees will be. We do however hope that 40% will be female this recognising that there is a disproportionate number of males in the target audiences (security guards, border force officers, stevedores)
For DPLUS-A05 the target is one trainer per territory. This has been allocated arbitrarily between genders (60%m, 40%f)

Table 2 Publications

Title	Type (e.g. journals, best practice manual, blog post, online videos, podcasts, CDs)	Detail (authors, year)	Gender of Lead Author	Nationality of Lead Author	Publishers (name, city)	Available from (e.g. weblink or publisher if not available online)
None						

Checklist for submission

	Check
Different reporting templates have different questions, and it is important you use the correct one. Have you checked you have used the correct template (checking fund, scheme, type of report (i.e. Annual or Final), and year) and deleted the blue guidance text before submission?	
Is the report less than 10MB? If so, please email to BCF-Reports@niras.com putting the project number in the Subject line.	
Is your report more than 10MB? If so, please consider the best way to submit. One zipped file, or a download option, is recommended. We can work with most online options and will be in touch if we have a problem accessing material. If unsure, please discuss with BCF-Reports@niras.com about the best way to deliver the report, putting the project number in the Subject line.	
Have you included means of verification? You should not submit every project document, but the main outputs and a selection of the others would strengthen the report.	
Have you provided an updated risk register? If you have an existing risk register you should provide an updated version alongside your report. If your project was funded prior to this being a requirement, you are encourage to develop a risk register.	
If you are submitting photos for publicity purposes, do these meet the outlined requirements (see section 15)?	
Have you involved your partners in preparation of the report and named the main contributors	
Have you completed the Project Expenditure table fully?	
Do not include claim forms or other communications with this report.	