

Operational Plan





Blackwood Biosecurity Inc. (BBI) 2023-2024 Operational Plan Table of Contents

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1. INTRODUCTION

Pest control can only be successful by implementing a strategic co-ordinated approach across the whole of the landscape, and we endeavour to include as many stakeholders as possible in this process.

This Blackwood Biosecurity Inc. 2023-2024 Operational Plan, identifies coordinated actions of which we will be working towards to ensure successful implementation of our 2022-2025 Strategic Plan. In doing so, we endeavour to meet the expectations of our community, stakeholders and our major funding body, the Department of Primary Industries and Regional Development (DPIRD).

2. ORGANISATIONAL BACKGROUND AND OVERVIEW

BBI was recognised under section 169 of the BAM Act on 1st February 2017. The instrument of recognition was amended on 9th October 2017 to include the Shire of West Arthur. In 2018/19 the Declared Pest Rate was raised for the first (1st) time across the BBI operational area

BBI is a community-run, Not-For-Profit group operating in the Shires of Boyup Brook, Bridgetown – Greenbushes, West Arthur and the southern portion of Donnybrook-Balingup.

BBI helps landowners and managers with their declared pest problems focusing on community awareness and education, achieving on-ground outcomes to compliment the great work the majority of individual landholders are already doing.

The Blackwood Biosecurity Group operates under guidance from the Biosecurity and Agriculture Management Act 2007. Taking guidance from the BAM Act, our main aims are to coordinate, facilitate, educate, and collaborate with the community around the control of declared pests.

The Executive Officer provides direction and resources for effective development and implementation of strategic initiatives that supports the main aims of the group.

BBI Rules of Association Objectives

'To play a key role in assisting landholders and managers within BBI's Operational Area to meet their responsibility, under the Biosecurity and Agricultural Management Act (2007), to reduce the impact of Declared Plant and Animal Pests on their land, with the aim that Declared Pests should be controlled to minimise economic, environmental or social impact on BBI's Operational Area, and that all landholders and managers across tenure adopt pest control activities to meet this objective. The Rules of Association are provided on the group's website'.



Leadership and staff

BBI is led by a Management Committee of volunteers representing the community. Daily operations are carried out by a small team of staff.

The management committee provides governance, oversight and direction to the BBI.



BBI Management Committee

Blackwood Biosecurity Inc Management Committee members as confirmed -: November 2022:

BOARD MEMBER	ROLE	LOCATION
Gwendolyn Banks	Chairperson	Balingup
Phillipe Kaltenrieder	Vice Chairperson	Boyup Brook
Margaret Morton	Secretary	Bridgetown
Jenny Dewing	Treasurer	Bridgetown
Julia Boyle	Member	Bridgetown
Leigh Carroll	Member	Balingup

Terms of a committee member

A committee member holds office until the positions on the committee are declared vacant at the next annual general meeting.

A committee member may be re-elected.

Staff

Minimum part-time staff member positions, responsible for daily operations will include:

Executive Officer (.80)

Operations Manager (vertebrate and weed) (1.00)

Biosecurity Project Officer (vertebrate and weed) (.60)

Community Engagement and Communications Officer (.60)

Additional staff members (including sessional) may be employed subject to Management Committee approval.

4. STAKEHOLDERS

BBI advocates for cross barrier pest management by working with numerous stakeholders towards the common goal of pest management. Collaboration among our diverse stakeholders is the most effective way to combat the increasing spread of pests (both animals and plants) and develop strategies to significantly reduce the impact of these pests our communities, our region, and our state.

Our stakeholders include:

Landholders within our Operational Area	Southwest Development Commission (SWDC)	Local volunteer groups
Shire of Boyup Brook	Main Roads Western Australia (MRWA)	Local Landcare groups
Shire of Bridgetown-Greenbushes	Department of Water Environmental Regulation (DWER)	South West Catchment's Council (SWCC)
Shire of Donnybrook-Balingup (southern half)	Arc Infrastructure	Recognised Biosecurity Groups
Shire of West Arthur	Blackwood Basin Group	Water Corporation



Department of Primary Industries and Regional Development (DPIRD)	Blackwood Environment Society	Lower Blackwood Land Conservation District Committee (LBLCDC)
Department of Biodiversity Conservations and Attractions (DBCA)	Blackwood Valley Small Landholders Group	Local Pest & Weed Operators
Department of Communities (DoC)	Forest Products Commission (FPC)	Main Roads Western Australia (MRWA)
Department of Water Environmental Regulation (DWER)	Western Australian Plantation Resources (WAPRes)	

5. VISION, MISSION, GOALS & OBJECTIVES

BBI's responsibilities are determined by the Biosecurity and Agricultural Management Act WA 2007 (BAM Act) and priorities are determined through landowner consultation.

This year, we ensured a proactive approach to landowner consultation, by undertaking an extensive community engagement process. As a result, we developed the Blackwood Biosecurity Inc's 2022 – 2025 Strategic Plan (Available on BBI website). To this end, the process helped define our vision, mission, goals and objectives for the 2023-2024 Operational Plan as per the following:

Vision

As a community we work together to manage declared pests in our region. We share a common goal to protect land, lifestyle, and livelihood for the future. At all times we work with respect, care and professionalism.

Mission

To take a leading role in assisting landholders and managers within Blackwood Biosecurity Inc's Operational area to meet their responsibilities, under the Biosecurity and Agriculture Management Act (2007), to control Declared Plant and Animal Pests on their land.

Goals	Objectives
G1	G1.1
Support	Render timely, efficient, and informed assistance to landowners in the management of declared weeds and pests.
G2	G2.1
Education and enabling	Implement contemporary industry appropriate learning opportunities and provide proactive approaches to build community self-determination.
G3	G3.1
Collaboration	Build partnerships and relationships with community groups, stakeholders and other Registered Biosecurity Groups to ensure shared responsibilities and to strengthen advocacy for the industry.
G4	G4.1
Accountability	Provide transparent, reliable and value driven evidence on the organisation's performance, outcomes and results.
G5	G5.1
Continuous improvement	Ensure up-to-date pest management processes and practices to future proof the 'biosecurity' of the region.



5. FUNDING

Secure, ongoing funding is essential to allow landholders access to best practice equipment, expert onsite advice and training, subsidised operational costs including chemicals and consumables.

BBI's main source of funding is derived from the Declared Pest Rate (DPR) imposed annually by the state government. This rate that is paid by landholders and managers, is matched dollar for dollar by the government. Once the Operational Plan is approved by the Department of Primary Industries and Regional Development (DPIRD), these funds are then made available to for BBI's biosecurity activities. Funding is also sought from grant opportunities when available.

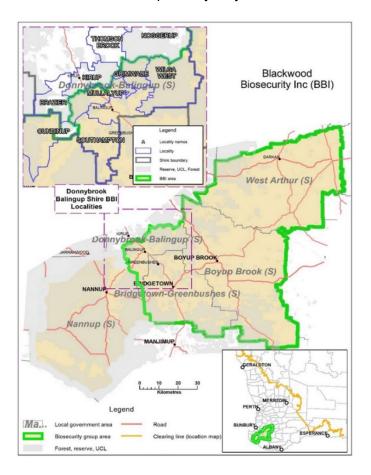
Flat Rate (Fixed Sum):

The Minister for Agriculture and Food, under section 130 of the BAM Act and after a period of consultation in line with Regulation 4 of the Biosecurity and Agriculture Management (Declared Pest Account) Regulations 2014, determines a flat rate, on freehold land within our operational area, including the Shires of Boyup Brook, Bridgetown-Greenbushes Donnybrook (southern half) and West Arthur. For the financial year commencing 1st July 2023 the proposed rate is as follows:

\$40.00 (forty dollars and zero cents) for urban rated properties; and

\$50.00 (fifty dollars and zero cents) for rural rated properties

As we are funded directly through the Declared Pest Rate (DPR) our priority must be on declared pests (vertebrate pests and weeds) across the operational area, however, we will respond to requests from landowners with other pests by way of referral.



BBI OPERATIONAL AREA



For 2023-2024, we will focus our funding on managing the Declared Pests presented below.

Vertebrates

Rabbits Foxes Feral Pigs

Plant Pests

Arum Lily
Blackberry
Bridal Creeper
Cape Tulip
Cleavers
Cotton Bush
Paterson's Curse
Pokeweed



PROPOSED BUDGET

In keeping with the aspirations of our Strategic Plan 2022 – 2025, this budget is proposed for the purposes of controlling declared pests on land in the Local Government Areas of Boyup Brook, Bridgetown-Greenbushes, West Arthur and the southern portion of Donnybrook-Balingup.

Subject, where necessary, to the submission and acceptance to DPIRD of a variation to the operational plan, the proposed activities presented on previous pages and the corresponding budget may be altered based on actual Declared Pest Account raised through payment of the DPR and matching government funding, community feedback and needs of our stakeholders throughout the operational year.

The proposed 2023-2024 operational budget is \$492,500 and presented at an operational/programme level in Table 2 on the next page.

The breakdown in Table 1 below, provides a breakdown of how the budget is sourced.

Table 1:

State Matched Funds Revenue	\$247,110
Declared Pest Rate Revenue	\$197,688
Forecast Unspent Declared Pest Rate Funds as at 30 June 2023	\$20,000
Additional Declared Pest Account Drawdown from DPIRD	\$27,702
Total Declared Pest Funds for 2023/24 Operational Plan	\$492,500 (proposed)
Q1 2024/25 Declared Pest Fund Revenue	\$123,125*
*Based on 25% of \$492,500 for use in Q1 of 2024/25.	
GRAND TOTAL	\$615,625

Table 2:

	Admin, Govn								
	& Comm								
Expense Details	Dev.	Blackberries	Cleavers	Cotton Bush	Foxes	Other Pests *	Pigs	Rabbits	TOTALS
Accounting/Bookkeeping	\$5400.00	\$1200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$13,800.00
Advertising & Marketing	\$200.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$3,700.00
Audit	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$4,000.00
Bank Fees	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
Conf/Workshops -	\$500.00	\$250.00	\$750.00	\$500.00	\$500.00	\$750.00	\$800.00	\$500.00	\$4,550.00
Attended by BBI	4-44	4	4	4	4	41.000.00	4-44	4	4
Conf/Workshops -	\$760.00	\$500.00	\$500.00	\$500.00	\$500.00	\$1,000.00	\$500.00	\$500.00	\$4,760.00
Delivered by BBI	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$4,000.00
Computer Hardware				· ·					
Computer Soft/ Licenses	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$2,400.00
Computer Supp/ Maint	\$450.00	\$450.00	\$450.00	\$450.00 \$200.00	\$450.00	\$450.00	\$450.00	\$450.00	\$3,600.00
Staff Training	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$1,600.00
Comp. Web Development	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$800.00
Freight & Courier	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$400.00
General Expenses	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$1,600.00
Insurance	\$2550.00	\$2550.00	\$2550.00	\$2550.00	\$2550.00	\$2550.00	\$2550.00	\$2550.00	\$20,400.00
Light, Power, Heat.VO's	\$1,172.50	\$1,172.50	\$1,172.50	\$1,172.50	\$1,172.50	\$1,172.50	\$1,172.50	\$1,172.50	\$9,380.00
Meetings	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$800.00
Motor Vehicle Expenses	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$20,000.00
Office Equipment	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$3,200.00
Office Expenses	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$1,600.00
Postage	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$800.00
Rent	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$2,750.00	\$22,000.00
Repairs and Maintenance	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$4,000.00
Stationery	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$1,600.00
Subcontractor	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$3,000.00	\$2,000.00	\$15,000.00
Subscriptions	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$400.00
Superannuation	\$3543.75		\$3543.75		\$3543.75		\$3543.75	\$3543.75	\$28,350.00
Telephone & Internet	\$750.00		\$750.00	\$750.00	\$750.00		\$750.00	\$750.00	\$6,000.00
Tools & Equipment	\$0.00		\$1000.00	\$1000.00	\$1000.00		\$1000.00	\$1000.00	\$7,000.00
Uniforms	\$100.00		\$100.00	\$100.00	\$100.00		\$100.00	\$100.00	\$800.00
Wages and Salaries	\$33,750.00 \$750.00		\$33,750.00		\$33,750.00		\$33,750.00	\$33,750.00	\$270,000.00
Wages - Travel Allowance	\$750.00		\$1500.00		\$1500.00		\$1500.00	\$1500.00	\$11,250.00
Weeds & Animals Inputs	\$0.00		\$3,000.00	•	\$3,000.00		\$3,000.00	\$3,000.00	\$24,670.00
Sub Totals	\$58,616.25	\$60,916.25	\$61,416.25	\$61,166.25	\$61,166.25	\$65,586.25	\$62,466.25	\$61,166.25	\$492,500.00

*Other Pests = Arum Lily, Bridal Creeper, Cape Tulip, Paterson's Curse, Pokeweed and other C3 pests specific to the BBI region that have been recognised by the community as a priority.



7. 2023 - 2024 ACTIONS AND PROJECTS

Facilitating and achieving meaningful stakeholder engagement is an essential component of developing and delivering our services and programmes.

Below presents BBI's planned actions and projects for the 2023-2024 financial year. These activities have been identified via extensive stakeholder engagement and positive and collaborative working relationships with landowners and managers, to ensure effective pest management across our operational area. They align directly with the goals and objectives of the BBI's **2022 – 2025 Strategic Plan** developed via community, stakeholder, BBI management committee and staff consultation.

Goals	Objectives	Actions / Projects
G1 Support	G1.1 Render timely, efficient, and informed assistance to landowners in the management of declared weeds and pests.	 G1.1.1 Develop a Customer Service Charter that includes enquiry through to action time G1.1.2 Provide expert pest identification, guidance and advice based on current and relevant industry information/training G1.1.3 Respond to and provide on-ground assistance including site visits, advice and demonstrations G1.1.4 Subsidise or provide free training, licensing and select pest control methods such as baits and vials G1.1.5 Provide free for loan pest management equipment such as fox traps, warren smokers and weed sprayers G1.1.6 Ensure team accessibility to stakeholders such as phone, email, face to face
G2 Education and enabling	G2.1 Implement contemporary industry appropriate learning opportunities and provide proactive approaches to build community self- determination.	G2.1.1 Develop a series of pest management educational workshops on all BBI declared pests, with not less than one workshop per month – Include identification, demonstrations and control methods G2.1.2 Implement an educational programme for local primary school students G2.1.3 Investigate the presentation of a documentary film on declared pests G2.1.4 Invite guest speakers to yarn/present the history of introduced pests and control methods G2.1.5 Provide formal training opportunities for stakeholders and staff such as Auschem courses G2.1.6 Develop a coordinated community approach to manage declared pests in pre-determined problem areas, including the recruitment of community ambassadors to support the cause G2.1.7 Implement a series of face-to-face promotions at popular local outlets such as farm supply stores G2.1.8 Participate and/or conduct promotional events such as, festivals, field days and other stakeholder engagement opportunities G2.1.9 Promote BBI services via social media, media articles, publications, enewsletter etc.
G3 Collaboration	G3.1 Build partnerships and relationships with community groups, stakeholders and other Registered Biosecurity Groups to ensure shared responsibilities	 G3.1.1 Facilitate one on one stakeholder engagement opportunities. Special focus on local government, Landcare groups, volunteer groups, DBCA G3.1.2 Present as a guest speaker at community events and functions e.g.: AGM's G3.1.3 Work with DPIRD to implement cotton bush compliance G3.1.4 Reinvigorate the RBG's Southwest network G3.1.5 Develop partnership projects with other RBG's, Shires, volunteer and Landcare groups G3.1.6 Facilitate a declared species action group across the lower southwest operational area including Dept Biodiversity, Conservation and Attractions, Forest Product Commission, local government, landcare groups, DPIRD, and Blackwood Basic Group.

	and to strengthen advocacy for the industry.	
G4 Accountability	G4.1 Provide transparent, reliable and value driven evidence on the organisation's performance, outcomes and results.	G4.1.1 Increase collection of data as evidence of BBI services, performance and outcomes G4.1.2 Implement a stakeholder engagement, customer satisfaction/feedback strategy G4.1.3 Provide reports that include BBI satisfaction/results of BBI activities including % of actual or perceived reduction of pests
G5 Continuous improvement	G5.1 Ensure up-to- date pest management processes and practices to future proof the 'biosecurity' of the region.	G5.1.1 Provide opportunities for staff, management committee and interested stakeholders to attend ongoing industry opportunities – meetings, forums, peer group events, programmes with local and state regulatory entities G5.1.2 Participate in networking events, training and conferences G5.1.3 Conduct regular research to identify current declared pests specific to the region and best practice for the management of these.

8. PLANNED PROGRAMME FOCUS

BBI's priorities remain with supporting landowners and land managers to manage declared pests on their property. The table below, provides an overview of how we have planned to implement our pest management programmes for the 2023 – 2024 financial year.

This plan is submitted with the contingency that activities could be altered based on community feedback and the needs of the community throughout the operational year.

PEST	TIMELINE	WHAT IS TO HAPPEN	WHAT/WHO IS INVOLVED	HOW WILL WE MEASURE SUCCESS	
Arum Lily	July 2023	 Focused workshop Pest management advice and assistance 	BBI StaffContractorHerbicide & additives	 # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback 	
Paterson's Curse	July/August 2023	 Focused workshop Pest management advice and assistance 	BBI Staff Contractor Herbicide and additives	 # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback 	
Cape Tulip	September 2023	Focused workshopPest management	BBI StaffContractorHerbicide and additives	# of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction	



		advice and assistance		% of positive community feedback
Cottonbush	October 2023	 Focused workshop Pest management advice and assistance 	 BBI Staff Contractor DPIRD compliance Herbicide and additives Tree poppers 	 # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback
Blackberry	December 2023	 Focused workshop Pest management advice and assistance 	BBI StaffContractorHerbicide & additives	 # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback
Rabbits	January/February 2024	 Focused workshop Pest management advice and assistance 	BBI StaffTrapsVirusOatsFumigationLPMT	 # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback
Pokeweed	February 2024	 Focused workshop Pest management advice and assistance 	BBI StaffContractorHerbicide and additives	 # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback
Feral Pigs	March 2024	Focused workshop Pest management advice and assistance	BBI Staff HOGGONE baits and boxes LPMT	 % product yield % predatory activity # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback
Cleavers	April 2024	 Focused workshop Pest management advice and assistance 	BBI StaffContractorHerbicide and additives	 # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback
Foxes	April/May 2024	 Focused workshop Pest management advice and assistance 	BBI Staff Traps LPMT	 % product yield % predatory activity # of workshop attendees # of landowner / manager actually controlling the pests % of pest reduction % of positive community feedback
Bridal Creeper	June 2024	Focused workshop	BBI StaffSpray Bottles	# of workshop attendees# of landowner / manager actually controlling the pests

- Pest management advice and assistance
- Biological control
- % of pest reduction % of positive community feedback



