

## Deer Management Group Assessment 2019 – Process and timetable

1. The 'assessment point' is when the WMO/Area staff meets with the group at an agreed time between the 1<sup>st</sup> April and before the 15<sup>th</sup> May. These meetings will be arranged between the local SNH Area staff and the group.
2. **Preparatory work is essential** and to that end work will be done prior to the meeting to gather information and evidence to support the assessment.
3. **SNH will provide a draft assessment** which will form the *basis for the discussion* with groups. This will be drafted and shared **on or close to the 1<sup>st</sup> April and at least a week in advance of the meeting** with the DMG.
4. The WMO, with input from the Area, will collate and use whatever evidence is available up to this point in April / May as the basis for the draft assessment.
5. The meeting with the relevant DMG (and reps) will then allow for this to be discussed with any changes based on the discussion incorporated. This gives the maximum opportunity for the WMO to have available information on which to assess the DMG against the criteria and demonstrate the progress they have made.
6. ADMG 'healthchecks' will not be used as a basis for the SNH assessment, but they may be helpful in identifying or pointing to evidence which demonstrates progress.
7. **All DMG assessments must be completed by the 15<sup>th</sup> May.**
8. In the unfortunate and hopefully unlikely event, that is there is any difference of opinion locally between DMGs and SNH, we have developed a review mechanism to work through this. **All reviews must be completed by the 31<sup>st</sup> May.**

### QA process

1. WMO / Area officer draft DMG Assessment to be shared with group – **approved by Area Ops Manager before sending.**
2. WMO discussion with group – opportunity for DMG to understand rationale for scoring and to challenge/provide further evidence where in disagreement with this.
3. Area Operations Manager receives any requests for review.
4. Area Operations Manager signs off of all completed assessment within Area to ensure Area consistency.
5. WMOs within Wildlife Activity QA's all Assessments to ensure consistency across Areas.
6. QA of a sample of assessments by SNH staff member not involved in undertaking the assessments.
7. Any review decisions communicated to Group / Area and incorporated within Assessment.