

Quantock Hills AONB Service



2020 / 21 Business Plan

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QHAONB_BP2020/21

Quantock Hills
Area of Outstanding Natural Beauty



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Version History			
1.3	<ol style="list-style-type: none"> 1. Updated to include Defra themes as well as core duties. 2. Amendment to Nature & Wellbeing resource 3. Inclusion of headline activity of Quantock Landscape Partnership Scheme 		

2020/21 Business Plan – Setting the Priorities

1. Priority Setting:

- a. With a new management plan adopted and the Delivery Plan approved the AONB Service is looking to the next phase of delivery and project planning. The Partnership is keen to retain 'on the ground' delivery and to support the health & wellbeing agenda. There is also acknowledgement that the year ahead is much about development of future projects and initiatives. This Business Plan looks to achieve the balance required between delivery and development.

2. Other drivers:

- a. At the time of writing there is a lot of uncertainty about the effect of the UK's exit from the EU. It is believed that the impact on the AONB Service over the Business Plan timescale will be very limited but may have impacts on a longer timescale
- b. National Parks and Areas of Outstanding Natural Beauty Review (the Landscape Review). The review reported in October 2019 with 27 proposals under five headings, landscape alive for nature and beauty, landscapes for everyone, living in landscapes, more special places and new ways of working. The Government is due to respond to the Landscape Review by the end of the calendar year. Link - <https://www.gov.uk/government/publications/designated-landscapes-national-parks-and-aonbs-2018-review/landscapes-review-summary-of-findings>
- c. Colchester Declaration. The Quantock Hills, along with the other 45 AONBs of England, Wales and NI signed the Colchester Declaration in July 2019. The AONB network recognised the unprecedented concern for the future of the natural world and jointly agreed that now is the time to significantly increase the scale and nature conservation activity in AONBs. Rather than wait for a top down approach the AONBs agreed eight pledges to deliver actions on the ground and called on the English and Welsh Governments to provide the power and resources to make the targets achievable. Link - https://landscapesforlife.org.uk/application/files/7815/6326/2583/The_Colchester_Declaration.pdf
- d. New Environmental Land Management Scheme (NELMS). The Quantock Hills, along with several other AONBs and National Parks, has engaged with Defra's Trials and Tests phase of ELMS. Due to the election and progress of the Agriculture Bill and Environment Bill Defra was only able to confirm the contract in December 2019. The ELMS project started in January 2020 and will be completed by March 2021. Though the timeline is shortened the project aims to deliver 20 land management plans to inform Defra on the next land management scheme.
- e. 25-year Environment Plan (Defra) – Published in January 2018 the 25-year Environment Plan set the Governments agenda to be the 'greenest' Government ever with the environment improved and in a better condition within a generation. As with the AONB Management and Delivery Plans the Business Plan has been assessed against the 25-year Environment Plan ensuring a clear link between national strategy and local delivery. Link - <https://www.gov.uk/government/publications/25-year-environment-plan/25-year-environment-plan-our-targets-at-a-glance>

- f. Defra grant. Defra have indicated that they will be looking at the grant funding of protected landscapes, prior to a full response to the Landscapes Review. It is possible the grant will have specific requirements, which will be a departure from previous years where the grant was provided to deliver the Statutory AONB Management Plan.
- g. Funding and Income. The Quantock Hills AONB Partnership has been carefully managing it's budgets, especially since 2009, to allow delivery while absorbing a number of funding cuts from partners. Over the last four years this has meant a decrease in the 'reserves' held by the Partnership. This continued decrease in the reserves is not sustainable and at the November 2019 JAC it was agreed to set up a Funding & Income Task & Finish Group to investigate the expenditure, business model and income with the aim of producing a more sustainable business model. There are currently a number of unknowns, such as the drivers listed, which will impact on the AONB Partnership, including its business model however during 2020 the group will start up so the AONB is able to realise opportunities when presented.

3. Delivery Mechanisms

- a. The AONB Service core team will remain at the 2019/20 level and will be responsible for delivery of the Business Plan (Table 1). There are several project posts which will deliver Business Plan actions which are also highlighted. These are time bound posts on fixed-term contracts.
- b. Quantock Landscape Partnership Scheme (QLPS). The QLPS is a £2.6m scheme with 23 projects to be delivered over five years from 01/04/2020 – 31/03/2025. The scheme has received a grant from the National Lottery Heritage Fund (NLHF) of £1.9m with other match funding from National Trust, EDF, the AONB Service and Friends of Quantock. The scheme is fully staffed and will be delivering on AONB Management Plan objectives where they align with the Landscape Character Action Plan (LCAP), though the project area is twice that of the AONB and much of the deliver will be in the area outside the AONB. Link - <https://www.quantockhills.com/reimagining-the-manor-scheme>
- c. Several project-based bids are currently being developed. For clarity, where actions are expected to be delivered through these projects, they have been highlighted in blue. This allows assessment of actions which may not go forward if the funding bids are unsuccessful.

Table 1 AONB team structure 2020/21.

AONB Core Team	FTE	Function
AONB Manager	1	Day to day management of the team, developing AONB policy, commenting on behalf of JAC on statutory consultations and ensuring good working practices with all partnerships. Lead on Management Plan review.
Development Officer	1	Develops and delivers the action plan through the AONB team, external contractors and organisations. Seeks external funding opportunities to implement projects which deliver the statutory

		AONB Management Plan. Develops income streams which will support the funding of the AONB Partnership and Service.
Landscape Planning Officer	0.4	This post develops comments and guidance on planning and links with the local planning authorities to ensure that any development is sensitive to the needs of the AONB landscape.
Ranger	1	Key role is recreation and access, heritage and land management. Also undertakes project development and delivery, especially working with local communities.
Partnership Ranger (shared)	0.4	Key role includes events and recreation management and delivery. Also undertakes delivery on SWHT amenity land and visitor management
Volunteer Coordinator (shared)	0.5	To develop volunteering opportunities, including enhancement of the existing joint Quantock volunteer group.
Support & Communication Officer	0.8	Role includes producing all literature, digital media, managing the AONB website and dealing with media enquiries
Total FTE	5.1	
AONB Project posts		
	FTE	Function
Nature & Wellbeing Project Officer	0.6	To deliver the Nature and Wellbeing Project, funded by Somerset Public Health, operating across the three main Somerset AONB's. The project and postholder is hosted by the Quantock Hills AONB and the project, due to complete by May 2020, is looking to lead to a Phase 2 project to be hosted by Somerset Wildlife Trust.
Total FTE	0.6	
Quantock Landscape Partnership Scheme		
QLPS Manager	1.0	Overall responsibility for delivery of the QLPS and line management of QLPS staff. Reports to the QLPS board.
Community Engagement & Volunteering Officer	1.0	Leads on community and event projects with responsibility for recruitment and management of volunteers (through QLPS).
Natural Heritage Officer	0.6	Responsible for delivery of the natural heritage based projects.
Historic Heritage Officer	1.0	Responsible for delivery of the historic heritage based projects
Project Support Assistant	0.6	Responsible for day to day financial management and procurement, event bookings, website and social media content and support staff team.
Total FTE	4.2	
Overall FTE	9.9	

4. Quantock Hills budget 2020/21

- a. Table 2 shows the summary budget for 2020/21 based on indicative contribution figures supplied by the AONB partners at the January Officers Working Group. The funding will not be confirmed until March 2020 by local authority funding partners. Defra contribution (grant) is estimated at approx. 1.5% inflationary increase and it is expected to be confirmed in March 2020. A full budget can be found in Appendix 1.
- b. Project development will look to attract external funding for projects identified in the Unit Work Plan (section 5).
- c. As a condition of the Statement of Intent (a requirement of the Defra grant) the AONB Service is required to hold an earmarked reserve which is to be used in the event of redundancies. This removes further financial liability from the partners. This is shown as a separate budget line and is not available as discretionary funds. It is updated annually and needs to cover 50% of the whole team being made compulsorily redundancy.
- d. The budget will deliver the Unit Work Plan (Section 5) which will work to the priorities identified in Section 1 in delivery of the Quantock Hills AONB Management Plan 2019-24. To this extent continued funding has been identified for a Volunteer Coordinator post and volunteer activities.
- e. The budget shows income against Cost Recovery. This is primarily recharge for services or management fees where the AONB Service is hosting joint projects. The cost recovery elements are for land management activity such as swaling which the AONB Service undertakes on Quantock Common SSSI. For 2020/21 the AONB Service will operate a cost recovery system, though not necessarily full-cost, for any scheme where it is asked to undertake swaling. There is also recharge against the Amenity Land budget for management of Cothelstone Hill, Lydeard Hill car park and Triscombe car park on behalf of SWHT and SCC.
- f. The Blackdown Hills AONB recharge is for the Volunteer Coordinator post. This is a joint post with Quantock and Blackdown Hills AONB. Quantock Hills will retain budget and line management with day to day supervision undertaken by the local AONB officer. The Forestry England recharge is for the Partnership Ranger post, employed by the AONB Service and managed jointly with the Forestry England.

Table 2: Quantock Hills AONB Service Budget 2020 – 21 (summary) – **TO BE CONFIRMED APRIL 2020**

Budget Heading	Expenditure	Income	Balance	Notes
Core	294,917	294,917	0	£24,804 from RIA
AONB Project	54,428	54,428	0	Final year of Nature & Wellbeing Project due to end May 2020.
HPC Landscape & Visual Scheme	40,000	40,000	0	Ringfenced with income from S106 HPC funding
Quantock Landscape Ptn Scheme	545,046	-27,216	0	Ringfenced, April 2020 – March 2025
Amenity Land	13,800	13,828	28	Ringfenced for land management activities on SWHT land holdings within the Quantock Hills.
RIA	31,912	50,051	18,139	
	<i>Carry forward (2020/21)</i>		<i>18,166</i>	

5. Unit Work Plan 2020/21 (by post).

- a. The Unit Work Plan below identifies delivery against Defra core duties of an AONB Unit (Appendix 2) and Management Policies. The table is broken down by post though some will be delivered direct by AONB Staff, partners and contractors. With some delivery there will be more than one post associated with delivery, but the first post listed will be the lead on that item of work. In Defra’s settlement letter, dated 26th February 2020, themes of work (Appendix 3) were also identified and Defra required the AONB to identify which theme, as well as core duty actions / work streams were delivering.
- b. The Unit Work Plan also identifies delivery associated with some projects that are currently in development or going through an application, such as Somerset Nature Connections. If these applications are unsuccessful the associated delivery will not occur. These actions are in blue shaded boxes.
- c. The Quantock Landscape Partnership Scheme is hosted by the Quantock Hills AONB service. It will be delivering 23 projects under the Quantock Landscape Character Action Plan (LCAP) and reports to an independent board. Many of the projects meet AONB Management Plan objectives and Defra themes. Table 4 summaries the annual work programme for the QLPS.

Key

AONB Manager	AM	Development Officer	DO
Landscape Planning Officer	LPO	Ranger	R
Partnership Ranger	PR	Volunteer Coordinator	VC
Support Officer	SO	Nature & Wellbeing Project Officer	NW

Table 3 Quantock Hills AONB Service 2020/21 Unit Work Plan

POST: AONB Manager

MP Act	Defra theme	Core Functions	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LP1/1	6	B D	Request evidence from LPA's how they have demonstrated due regard.	Information included in JAC reports	AM / LPO	
LP2/2	1	C G J	Lead on delivery of ELMs Test & Trail project	Test and trail complete by 31/03/2021	AM / DO	
LP5/2	6	G K	Assess requirement to renew arrange for pre-application advice to local planning authorities.	Decision reached 31/10/2020	AM / LPO	
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
LMP 1/4	1	C G	Use NELMS Test & Trails project to recommend options which are beneficial to priority habitats of Quantock Hills AONB	Final report highlights options which will be beneficial to priority habitats	AM / FWAG-SW	
LMP 2/1	1	C G	As above	As above	AM / FWAG-SE	
LMP 3/1	1	C G	Ensure inclusion of beech hedgebank option through NELMS	Recommendation in final report	AM / FWAG-SW	
LMP 5/1	4	C G	As part of the spatial framework development include connectivity mapping	Datasets / GIS layers created and available with final report	AM / FWAG-SW	
BIODIVERSITY: WILDLIFE & HABITATS						
HISTORIC ENVIRONMENT & CULTURAL INFLUENCES						
GEOLOGY & CLIMATE						
GCP3/1	1	F J	Develop project plan to undertake climate change adaptation (based on NE546).	Project plan developed with delivery timetabled for 2021 – 23.	AM	
DEVELOPMENT PLANNING & INFRASTRUCTURE						
DPIP 1/2	6	K	Ensure resources available to respond to LPA forward planning strategies	All relevant forward planning strategies commented on	AM	
DPIP 5/2	6	K	Support LPO in development and running of annual workshop for LPS planning staff	Annual workshop undertaken	LPO / AM	
LOCAL ECONOMY & VISITORS						

LEVP 1/2	4	G J	Use Quantock Facilitation Fund to undertake event on diversification opportunities through NELMS	Access agreement in place with main user groups	AM / DO	
ACCESS, RECREATION & WELLBEING						
ARWP 1/1	4	G J	Engage new SNC project through membership of Executive board.	Membership of SNC executive board and attendance at meetings	AM	
COMMUNITY & VOLUNTEERING						
CVP 2/1	6	K	Undertake screening of relevant Community and Neighbourhood Plans and direct resources to respond as required	All relevant Community and Neighbourhood Plans screened.	AM / LPO	
PUBLIC UNDERSTANDING & INTERPRETATION						
CORE DUTIES / PARTNERSHIP MANAGEMENT						
		E I	OWG and JAC reports produced. These reports will provide monitoring against the action plan targets	4 OWG reports and 4 JAC reports produced.	AM / DO / R / LPO	
		D G	Develop new business opportunities through joint working with relevant groups / organisations. Include development of non-exchequer income generation.	Partnership approval for adoption of income streams.	DO / AM	
		D	Write /DEFRA AONB bid with input from OWG and JAC partnership.	DEFRA bid accepted	DO / AM	
		I	Host 4 OWG and JAC meetings – April, July, November and February 2014 to allow informed and engaged ownership of partnership by JAC.	4 OWG meetings held. 4 JAC meeting held	AM / SA / DO / R / PR / LP	
		I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each	
		H	Membership and involvement in the NAAONB to ensure national and regional liaison and to ensure that the NAAONB represents the views of the Quantock Hills partnership	Attendance at Lead Officers meetings and other meetings where applicable	AM / DO / LPO	
		I	Annual risk assessment reviews, instigate new H&S procedures in line with good practice.		DO / AM	
		I	Undertake finance monitoring and provide reports in various formats to partners, hosts and grant giving organisations		AM / DO	
		I	1-1 management meetings, annual PRaD meetings staff management		AM / DO	

POST: Development Officer

MP Act	Defra theme	Defra duty	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LP1/2	2	G C	Contact relevant landowners and develop a scheme of work as basis of LEI bid	Bid submitted	DO	
LP2/2	1	G I	Support ELMs T&T project	Test and trail complete by 31/03/2021	AM / DO	
LP2/3	4	C G I J	Input into events under Quantock Facilitation Fund.	8 events undertaken	DO	
LP3/1	4	B	Undertake at least one public walk / event	1 walk / event undertaken	DO	
LP3/2	4	B	Publish SM / blog on project delivery supporting landscape strength / character	3 SM / blog feeds	DO	
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
LMP 1/5	1	C	Support FoQ to fence Ramscombe mire.	Ramscombe mire fenced	DO	
LMP 1/6	1	C	Support QCA in delivery of HLS on Quantock Common SSSI, source funding for scrub removal	Swaling & scrub management undertaken to NE prescription	DO	
LMP 2/3	1	C G	Apply for funding through SRA and FWAG-SW NFM projects	Funding secured and project delivered	DO / R	
LMP 2/3	1	C G J	Engage with tree planting initiatives supporting community planting schemes utilising funding sources such as the 2SP and SRA.	2 tree regeneration / planting schemes supported	DO	
LMP 4/2	4	C	Ensure woodland management events undertaken as part of the QFF event programme	3 events run under QFF cover woodland management topics	DO / FWAG-SW	
LMP 5/1	1	F G	As part of the spatial framework development include connectivity mapping	Datasets / GIS layers created and available with final report	AM / FWAG-SW	
LMP 5/2	4	C	Promote opportunities for woodland creation through CS and ensure inclusion in QFF events	2 woodland creation schemes approved	DO / R	
BIODIVERSITY: WILDLIFE & HABITATS						
BWHP 4/2	1	G	Undertake ground preparation at Ramscombe to create open areas.	12Ha managed as open areas with aim of creation of extensive species rich grassland and native scrub.	DO / FE	
BWHP 2/2	1	B F J	Lead on Quantock Bat Monitoring programme ensuring 6 transects are completed	6 transect recording completed	DO / VC	

HISTORIC ENVIRONMENT & CULTURAL INFLUENCES							
GEOLOGY & CLIMATE							
GCP3/1	4	E F	Support development of project plan to undertake climate change adaptation (based on NE546).	Project plan developed with delivery timetabled for 2021 – 23.	AM / DO		
DEVELOPMENT PLANNING & INFRASTRUCTURE							
LOCAL ECONOMY & VISITORS							
LEVP 1/2	4	C G	Use Quantock Facilitation Fund to undertake event on diversification opportunities through NELMS	Access agreement in place with main user groups	AM / DO		
ACCESS, RECREATION & WELLBEING							
ARWP 2/1	3	J	Engage in Wilstock Hub to investigate potential non-car routes to Quantock Hills	Project and funding secured	DO		
COMMUNITY & VOLUNTEERING							
CVP 1/1		I J	Secure external funding for provision of discretionary grants pot available to parish councils and community groups	Discretionary Grant fund secured	DO		
CVP 1/2		J	Support parish / community groups to secure funding for projects which support Management Plan implementation	Within resources parish / community group projects supported.	DO		
PUBLIC UNDERSTANDING & INTERPRETATION							
CORE DUTIES / PARTNERSHIP MANAGEMENT							
		E I	OWG and JAC reports produced. These reports will provide monitoring against the action plan targets	4 OWG reports and 4 JAC reports produced.	AM / DO / R / LPO		
		D G	Develop new business opportunities through joint working with relevant groups / organisations. Include development of non-exchequer income generation.	Partnership approval for adoption of income streams.	DO / AM		
		G	Undertake Funding & Income assessment through T&F Group	Scenario assessment produced March 2021	DO / AM		
		D	Write /DEFRA AONB bid with input from OWG and JAC partnership.	DEFRA bid accepted	DO / AM		
		I	Host 4 OWG and JAC meetings – April, July, November and February 2014 to allow informed and engaged ownership of partnership by JAC.	4 OWG meetings held. 4 JAC meeting held	AM / SA / DO / R / PR / LP		

	I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each	
	H	Membership and involvement in the NAAONB to ensure national and regional liaison and to ensure that the NAAONB represents the views of the Quantock Hills partnership	Attendance at Lead Officers meetings and other meetings where applicable	AM / DO / LPO	
	I	Annual risk assessment reviews, instigate new H&S procedures in line with good practice.		DO / AM	
	I	Undertake finance monitoring and provide reports in various formats to partners, hosts and grant giving organisations		AM / DO	
	I	1-1 management meetings, annual PRaD meetings staff management		AM / DO	

POST: Landscape Planning Officer

MP Act	Defra theme	Defra duty	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LP5/2	6	D G	Assess requirement to renew arrange for pre-application advice to local planning authorities.	Decision reached 31/10/2020	AM / LPO	
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
BIODIVERSITY: WILDLIFE & HABITATS						
BWHP 4/1	1	B F	Screen woodland management plans ensuring opportunities for broadleaf conversion or creation of open ground is realised.	All consulted WMP screened and relevant comments submitted	DO / LPO	
HISTORIC ENVIRONMENT & CULTURAL INFLUENCES						
GEOLOGY & CLIMATE						
DEVELOPMENT PLANNING & INFRASTRUCTURE						
DPIP 1/1	6	K	Screen all relevant forward planning strategies and submit comments to ensure AONB special character is conserved and enhanced	All relevant forward planning strategies comments on.	LPO / AM	
DPIP 2/1	6	K	Screen and comment on relevant development applications	All relevant planning applications comments on	LPO	
DPIP 5/2	6	K	Run annual workshop for LPS planning staff in partnership with other Somerset AONBs	Annual workshop undertaken	LPO / AM	
LOCAL ECONOMY & VISITORS						
ACCESS, RECREATION & WELLBEING						
COMMUNITY & VOLUNTEERING						
CVP 2/1	6	J K	Undertake screening of relevant Community and Neighbourhood Plans and respond as required	All relevant Community and Neighbourhood Plans screened.	AM / LPO	
PUBLIC UNDERSTANDING & INTERPRETATION						
CORE DUTIES / PARTNERSHIP MANAGEMENT						
		E I	OWG and JAC reports produced. These reports will provide monitoring against the action plan targets	4 OWG reports and 4 JAC reports produced.	AM / DO / R / LPO	

	I	Host 4 OWG and JAC meetings – April, July, November and February 2014 to allow informed and engaged ownership of partnership by JAC.	Attend 4 OWG / JAC meetings	AM / SA / DO / R / PR / LP	
	I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each	
	H	Membership and involvement in the NAAONB to ensure national and regional liaison and to ensure that the NAAONB represents the views of the Quantock Hills partnership	Attendance at Lead Officers meetings and other meetings where applicable	AM / DO / LPO	

POST: Ranger

MP Act	Defra theme	Defra duty	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LP1	4	F	Complete fixed-point photography for 2020	Take photographs from 12 sites during 2020	R / DO	
LP3	4	B	Deliver 4 events as part of the Quantock Events Programme	4 events delivered with a total of 40 participants.	SO / R / PR	
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
LMP1	1	C G	Undertake swaling programme as agreed by QCMG and approved by NE	Agreed swaling programme completed.	R / PR / DO	
LMP3	1	C J	Support delivery of hedge laying training and competition	2 training days and 1 hedgelaying competition delivered.	R / FWAG-SW	
LMP5	1	C I	Undertake land management activities on SWHT and FoQ land holdings	Regular audits completed. Work programme for CS and HLS completed	DO / R / PR	
BIODIVERSITY: WILDLIFE & HABITATS						
BWHP 2	1	F J	Lead on Dormouse monitoring for Cothelstone Hill	Dormouse monitoring carried out as part of PTES national monitoring programme.		
BWHP 2	1	F J	Lead on the annual Quantock deer count	Annual deer count completed and figures available to the public.		
BWHP 2	1	F	Support monitoring of pied flycatchers on Quantock Hills and feed into regional project on effects of climate change on indicator species	Monitoring of 150 boxes in key location throughout AONB		
HISTORIC ENVIRONMENT & CULTURAL INFLUENCES						
GEOLOGY & CLIMATE						
DEVELOPMENT PLANNING & INFRASTRUCTURE						
LOCAL ECONOMY & VISITORS						
ACCESS, RECREATION & WELLBEING						
ARWP 3	3	I	Undertake access audit of 1 Quantock location (Cothelstone Hill) and produce an access plan	Access plan produced and finding published on website.	R / SWHT	

ARWP 3	3		Undertake audit of AONB promoted routes	Annual access audit of AONB promoted routes completed. Action plan produced and works undertaken	PR / R	
ARWP 4	5	C D	Provide secretariat and be AONB lead on Police & Conservation Agencies Working Group	2 PCAWG meetings held	R / SO	
ARWP 4	5	B	Promote work and landscape of Quantock Hills through SM posts as part of wider AONB Communication strategy	10 SM posted	R /	
COMMUNITY & VOLUNTEERING						
CVP3	5	C J	VOLUNTEERS – engage with tasks for QCV (joint group)	Leading 6 QCV tasks based on AONB tasks	R / VC	
CVP3	5	C J	VOLUNTEERS – support VC to ensure volunteer involvement in local events and other visitor management to raise AONB profile		VC / R	
CVP3	5	J	Support Quantock Commons Management Group by attending meetings when appropriate	Attendance at 2 QCMG meetings / site visits	R / PR	
CVP3	5	D J	Attend Coleridge Way Steering Group meeting representing QHAONB	Attendance at all Coleridge Way Steering Group meetings	R	
CVP3	5	J	Support Quantock Deer Management & Conservation Group	Provide advice and support to QDMCG	SO / R / PR	
PUBLIC UNDERSTANDING & INTERPRETATION						
PUIP3	4	B	Lead 4 public events as part of the Quantock Events programme	4 events run with 40 participants in total.	SO / R / PR	
CORE DUTIES / PARTNERSHIP MANAGEMENT						
		E I	OWG and JAC reports produced. These reports will provide monitoring against the action plan targets	2 reports produced for OWG / JAC	R / PR	
		I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each	

POST: Partnership Ranger

MP Act	Defra theme	Defra duty	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LP3	4	B	Deliver 4 events as part of the Quantock Events Programme	4 events delivered with a total of 40 participants attending	SO / R / PR	
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
LMP1	1	C J	Undertake swaling programme as agreed by QCMG and approved by NE	Agreed swaling programme completed.	R / PR / DO	
LMP5	1	C G	Undertake land management activities on SWHT and FoQ land holdings	Regular audits completed. Work programme for CS and HLS completed	DO / R / PR	
LMP5	4	B C	Support Plantlife's Building Resilience Project through project promotion and staff resources for training and delivery	Support for 2 forest bathing sessions or public events	NW / PR	
BIODIVERSITY: WILDLIFE & HABITATS						
BWHP 2	1	F J	Lead on annual nightjar monitoring	Nightjar monitoring carried out	PR	
BWHP 2	1	F J	Lead on the annual Quantock deer count	Annual deer count completed and figures available to the public.	R / PR	
BWHP 2	1	F	Support monitoring of pied flycatchers on Quantock Hills and feed into regional project on effects of climate change on indicator species	Monitoring of 150 boxes in key location throughout AONB	R / PR	
HISTORIC ENVIRONMENT & CULTURAL INFLUENCES						
GEOLOGY & CLIMATE						
DEVELOPMENT PLANNING & INFRASTRUCTURE						
LOCAL ECONOMY & VISITORS						
ACCESS, RECREATION & WELLBEING						
ARWP 3	3	C D	Undertake access audit of 1 Quantock location (Cothelstone Hill) and produce an access plan	Access plan produced and finding published on website.	R / SWHT / PR	
ARWP 3	3		Undertake audit of AONB promoted routes	Annual access audit of AONB promoted routes completed. Action plan produced and works undertaken	PR / R	

ARWP 4	4		Coordinate event notification (groups >20 per) for the Quantock Hills	All notified events assessed and appropriate advice given. Promotion of event notification process sent to relevant organisations	PR / SO	
ARWP 4	5	C D	Engage with Police & Conservation Agencies Working Group	2 PCAWG meetings held	R / SO	
ARWP 4	4	B	Promote work and landscape of Quantock Hills through SM posts as part of wider AONB Communication strategy	10 SM posted	R / PR	
COMMUNITY & VOLUNTEERING						
CVP3	5	J	VOLUNTEERS – engage with tasks for QCV (joint group)	Leading 6 QCV tasks based on AONB tasks	R / VC	
CVP3	5	J	VOLUNTEERS – support VC to ensure volunteer involvement in local events and other visitor management to raise AONB profile		VC / R	
CVP3	5	C J	Support Quantock Commons Management Group by attending meetings when appropriate			
CVP3	5	C J	Support Quantock Deer Management & Conservation Group			
PUBLIC UNDERSTANDING & INTERPRETATION						
PUIP3	4	B	Lead 4 public events as part of the Quantock Events programme	4 events delivered with a total of 40 participants	SO / R / PR	
CORE DUTIES / PARTNERSHIP MANAGEMENT						
		E I	OWG and JAC reports produced. These reports will provide monitoring against the action plan targets	2 reports covering work of Rangers produced for OWG / JAC	R / PR	
		I	Host 4 OWG and JAC meetings – April, July, November and February 2014 to allow informed and engaged ownership of partnership by JAC.	4 OWG meetings held. 4 JAC meeting held	AM / SA / DO / R / PR / LP	
		I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each	

POST: Volunteer Coordinator

MP Act	Defra theme	Defra duty	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LP3/1	5	B J	Support volunteer rangers to deliver public walks and events promoting the special qualities of the AONB.	Volunteer Rangers lead 4 walks and attend 3 shows / events	VC / vols	
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
LMP4/2	4	B J	Support Building Resilience Project in delivery of workshops / training opportunities for volunteers	4 volunteers engaged in workshops / training events	VC / vols	
BIODIVERSITY: WILDLIFE & HABITATS						
BWHP 2/2	5	J	Support Butterfly monitoring volunteers to complete 2 transects on Quantock Hills	2 transect completed	VC / Vols	
HISTORIC ENVIRONMENT & CULTURAL INFLUENCES						
HEP1/2	5	J	Investigate potential to support the Somerset Highways Parish Signs project by approach to SCC highways	Support, if appropriate, provided to parish volunteers	VC	
HEP3/1	5	J	Support the Heritage Monitoring Volunteer Group enabling them to undertake SM monitoring	All SM's surveyed in summer and winter months	VC	
HEP3/1	4	B J	Publish and promote results of SM monitoring	Pdf summary of survey available Dece 2020 and posted on website.	VC	
GEOLOGY & CLIMATE						
DEVELOPMENT PLANNING & INFRASTRUCTURE						
LOCAL ECONOMY & VISITORS						
ACCESS, RECREATION & WELLBEING						
ARWP 1/1	4	B J	Support new Somerset Natural Connections (SNC) projects linking projects with core AONB work	Regular liaison with SNC project staff	VC / SNC	
ARWP 1/2	5	J	Ensure all volunteer role descriptions provide accessibility requirements. Investigate potential new roles that allow for participation by those with restricted mobility	All role descriptions reviewed and updated as necessary	VC	

ARWP 1/3	5	B J	Work with SNC project to develop further volunteering opportunities that enhance wellbeing of participants.	One volunteer group set up from 'missing group' population.	VC / SNC	
COMMUNITY & VOLUNTEERING						
CVP3/ 1	5	J	Support existing AONB led volunteer groups to ensure training, support, equipment and materials are provided	VR, WMV, HMV, ET, CEV groups all supported with same level of outputs.	VC	
CVP3/ 1	5	J	Undertake informal assessment of volunteering requirements to allow AONB unit to resource volunteering	Assessment report completed Nov20	VC / DO	
PUBLIC UNDERSTANDING & INTERPRETATION						
CORE DUTIES / PARTNERSHIP MANAGEMENT						
		E I	OWG and JAC reports produced. These reports will provide monitoring against the action plan targets	2 reports produced covering volunteering metric for OWG / JAC	VC	
		I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each	

POST: Support & Communication Officer

MP Act	Defra theme	Defra duty	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LP3/1	4	B	Lead on development of AONB led events. Support other staff in delivery.	12 AONB led events undertaken with 120 attendees	SO / R / PR	
LP3/1	4	B C	Promote activities by other organisations where they promote the special qualities of the Quantock Hills	All relevant events, where notified, promoted via AONB website and SM feeds	SO	
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
BIODIVERSITY: WILDLIFE & HABITATS						
HISTORIC ENVIRONMENT & CULTURAL INFLUENCES						
GEOLOGY & CLIMATE						
DEVELOPMENT PLANNING & INFRASTRUCTURE						
DPIP1/2	6	D K	Screen and collate planning applications for consideration by AONB Service / partnership	All relevant planning applications forward to LPO	SO	
DPIP1/2	6	D K	Collate metric on planning applications within AONB	Metrics presented by LPO in annual report	LPO / SO	
DPIP 5/2	6	B K	Support LPO / AM to organise and run a workshop for local planning authority staff	Annual workshop held and attended by at least 20 local authority staff	LPO / AM / SO	
LOCAL ECONOMY & VISITORS						
ACCESS, RECREATION & WELLBEING						
ARWP 3/2	4	B	Ensure information from staff / organisations which will increase accessibility of AONB to individuals and groups, especially those considered to be missing groups, is promoted via website, e-newsletter and SM feeds	Assessment of existing information undertaken and reported back to AM by Dec20	SO	
ARWP 4/1	4	B	Support PR in management of event notification programme	All events submitted through event notification programme are assessed and appropriate comments given.	PR / SO	
ARWP 4/3	4	B	Develop annual communication plan detailing key messages and delivery mechanisms.	Communication plan signed off by AM Jun20	SO / AM	
ARWP 4/3	4	B	Ensure use of SM through liaison and direction of AONB staff	All SM required through communication plan actioned	SO	

COMMUNITY & VOLUNTEERING							
PUBLIC UNDERSTANDING & INTERPRETATION							
PUP1/1	4	B	Run one SM campaign based on Communication Plan requirement, ensuring staff and partners engage	One SM campaign undertaken.	SO		
PUP2/1	4	B J	Run annual photographic competition on agreed theme	Photographic competition run	SO		
CORE DUTIES / PARTNERSHIP MANAGEMENT							
		E I	OWG and JAC reports produced. These reports will provide monitoring against the action plan targets	4 OWG and 4 JAC reports disseminated to partnership	AM / DO / R / PR / VC / SO		
		I	Host 4 OWG and JAC meetings – April, July, November and February 2014 to allow informed and engaged ownership of partnership by JAC.	4 OWG meetings held. 4 JAC meeting held	AM / SO		
		I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each		
			Support DO in financial management and reporting		DO / SO		

POST: Nature & Wellbeing Project Officer

MP Act	Defra theme	Defra duty	Action	Milestone / Target	AONB Lead / support	Resource
LANDSCAPE CHARACTER & QUALITY						
LAND MANAGEMENT: FARMING, FORESTRY & CATCHMENT						
BIODIVERSITY: WILDLIFE & HABITATS						
HISTORIC ENVIRONMENT & CULTURAL INFLUENCES						
GEOLOGY & CLIMATE						
DEVELOPMENT PLANNING & INFRASTRUCTURE						
LOCAL ECONOMY & VISITORS						
ACCESS, RECREATION & WELLBEING						
ARAP 1/1	4	C G	Provide data and liaise with relevant organisations / groups, especially 'missing groups' in support of SNC project development	SNC Project bids submitted.	NW / AM / DO	
ARAP 1/2	4	B	Ensure Somerset Wellbeing map, hosted by Somerset Wildlife Trust, is populated and live	Wellbeing map live Jul20	NW	
ARAP 1/2	4	B	Ensure Quantock Hills AONB information is on Somerset Wellbeing Map	All relevant Quantock Hills AONB information on map at launch	NW	
ARAP 1/2	4	C G	Ensure that current organisations / groups engaged in the Nature & Wellbeing Project are able to access wellbeing benefits of the AONB once project ends	All groups / organisations who wish to access Quantock Hills for wellbeing activities given resources to be able to do so.	NW	
ARAP 3/2	4	B	Provide specific input into information requirements of Quantock Hills AONB website to maximise accessibility for groups and organisations for wellbeing activities	Input into Communication Plan, building in key messages and presentation of access information	NW / SO	
COMMUNITY & VOLUNTEERING						
CVP3/2	5	C J	Through SNC project look to develop new volunteering opportunities and develop journey pathway from SNC to AONB volunteers	Legacy plan developed when new volunteer groups are set up.	NW / VC	
PUBLIC UNDERSTANDING & INTERPRETATION						

LP3/1	4	B	Deliver events to relevant groups / organisations within resources to promote wellbeing activities within Quantock AONB	2 events undertaken with 30 participants	NW /Vols	
CORE DUTIES / PARTNERSHIP MANAGEMENT						
		I	Regular meetings of AONB Service team to review AONB Management activities and issues	12 meetings held.	All team 3 days each	
		H	Membership and involvement in the NAAONB to ensure national and regional liaison and to ensure that the NAAONB represents the views of the Quantock Hills partnership	Attendance at Lead Officers meetings and other meetings where applicable	AM / DO / LPO // NW	

Table 4. Quantock Landscape Partnership Scheme. Annual Work Programme.

Defra theme	Defra duty	Workstream	Activity	Milestone / Target
		Scheme Management	Recruit staff (4 posts, 3.2 fte)	Recruit in July, in post August
			Office. Sign lease, install connections, install furniture,	Office lease signed – June 2020 Office ready for use
			Commission website	Spring 2020 to be live by summer
			Produce display materials (pull ups etc) and leaflet	Spring 2020
			Commission evaluation consultant	Spring 2020
4	B	1.3 Romantic Poets	Commission education facilitator spring 2020 with activities starting autumn term, but with initial planning meetings for teachers held electronically. 12 workshops planned for yr 1 starting in Autumn term.	Education facilitator – June 2020 Activity programme starting autumn 2020
4	J	1.5 Young Rangers	Commission provider to run programme with delivery expected to start Jan 2021. Programme will recruit and run activities for	Commission provider autumn 2020
4	B	1.7 Events	Develop activities programme with partners to be started summer 2021.	Events programme agreed and ready
4	J	1.8 Quantock Futures	Commission facilitator and develop first workshops. Run workshops that will explore community / stakeholders perception of changes to Quantock ecosystem / habitats due to climate change	Commission provider autumn 2020, with workshops starting early 2021
1 2	C	2.1 Follies and Features	Creation of new car park at Crowcombe Park Gate, restoration of existing car park to heathland. Undertake works on 3 SMs currently on the At Risk register	Crowcombe Park Gate Project delivered 3 SMs restored
1 5	C J	2.2 hedges	Recruitment of volunteers to undertake hedgerow surveys. Survey hedgerows Provision of	Volunteers recruited 1 parish surveyed 3 hedgerow projects completed
1	C	2.3 meadows	Overseed 2ha of grassland to increase sward species diversity	1 project delivered
1 5	F J	2.4 wild verges	Volunteers recruited and survey methodology agreed. Surveys undertaken	13 sites surveyed

1	C	2.6 orchards	Provision of grants allows landowners to restore and plant up new orchards	1 new orchard planted
1	C J	2.7 Community Woodlands	Start works at Broomfield Common. Recruit volunteers and provide training to allow continue management	Year 1 of woodland management plan completed at Broomfield Common
5	J	2.8 Monitoring volunteers	Set up and recruit volunteers for the Historic Heritage projects.	Train vols and start programmes for a range of natural and historic heritage monitoring programmes.
3	B	2.10 Quantock Walking	Develop parish paths circular walking routes Undertake repairs on paths in support of the parish paths	4 parish path routes agreed Works required for 4 parish paths completed
1	C F	3.1 Trees in the Landscape	Agree methodology for survey of landscape trees Start analysis of historic records of hedgerows and parkland trees	Analysis of historic records started
2 5	B	3.2 Quantock memories	Undertake training for volunteers to be able to do interviews Start interview programme	Training and interviews Jan – March 2021
2	B	3.3 Stories of the Hills	Commission provider to start developing materials.	Commission provider winter 2020/21
2	B	3.4 Archives	Start monitoring programme of historic buildings and parkland trees.	Project starts winter 2020/21
2	J	3.5 Archaeology	Commission and deliver LiDAR survey. Undertake Cothelstone excavation, geophys, test pits, and community fieldwalking projects	LiDAR data provided 5 public archaeology projects completed

Appendix 1: Quantock Hills AONB Service – detailed budget 2020/21

Notes:

- 1) Somerset County Council (SCC) hosts the Quantock Hills and their contribution to AONB budgets is shown at the bottom of each budget line. This is a feature of their procurement and finance system.
- 2) Descriptions of line items are provided by SCC and fixed. Therefore some items of expenditure may not match the description accurately
- 3) RIA, Project and Quantock LPS budgets estimated as 2019/20 final year figures will be fixed 5th April 2020. As these budget all involved funding across financial years the overrun on 2019/20 budgets will impact the 2020/21 budgets.

QUANTOCK AONB CORE

105232		2020/21	Comments (colour coding to show defra summary budget headings)
10101	APT & C-Pay	172,100	Salaries
10103	APT & C-Add Hours	7,200	Additional Payments to Rangers (15%)
10171	APT & C-NI	16,100	Based on SCC HR advice
10181	APT & C-LG Pen	27,400	Based on SCC HR advice
19129	LG ERS Def Red Cont	18,000	Based on SCC finance advice. SCC cover costs (below)
19200	Apprenticeship Levy	800	Based on SCC finance advice. SCC cover costs (below)
19300	Staff Training	1,600	
20403	Electricity	350	Based on 2019/20 figures
20504	NNDR - Rates	1,400	Based on 2019/20 figures
20503	Rents	9,880	Sheet 2
20501	Water Charges	200	Based on 2019/20 figures
20802	Insurance - premises	90	Based on 2019/20 figures
30101	Car allowance	1,150	Sheet 3
30201	Hired vehicle costs	200	car hire for officers
30202	Veh Contract Hire	12,000	Sheet 3
30103	Travel costs	800	Sheet 3
30503	Vehicle costs - Fuel	1,400	Sheet 3
30504	Vehicle costs - Tyres	300	Sheet 3
30505	Vehicle costs - Licence	200	Sheet 3
30506	Vehicle costs - Insurance	1,448	Sheet 3
30507	Vehicle costs - Maintenance	1,400	Sheet 3
40000	Equipment	2,100	Sheet 4
40002	Equipment R&M	1,600	Sheet 4
40009	Literature & Pubs	0	Sheet 4
41000	Clothing & Uniform	900	Sheet 4
41502	Reprographics	200	Sheet 4
41503	Postage	300	Sheet 4

41505	Stationary	400	Sheet 4
41506	Printing	360	Sheet 4
42004	Equip ICT - Tel/pag	650	Sheet 5
42005	Telephone - calls	240	Sheet 5
42502	Hospitality	1,000	Sheet 5
42507	Subsistence	200	Sheet 5
43002	Subscriptions	2,800	Sheet 5
44000	Insurance General	790	Sheet 5
44587	Publicity & Promotion	1,110	Sheet 5
44591	Research & Development	0	Sheet 5
45001	Cross Service Recharges	8,250	Management Fee to SCC
71002	Grant - Defra	-166,239	Defra AONB Grant
71257	Contributions - CG	-20,574	Forestry England
71254	Contributions - OLA	-11,500	Sedgemoor District Council
71254	Contributions - OLA	-11,000	Somerset West & Taunton Council
71254	Contributions - OLA	-13,600	Devon County Council - (recharge Blackdowns)
71258	Contributions - Other	-1,000	FoQ Contribution
73100	Fees & Charges	-1,000	Contribution - Landowner A
73100	Fees & Charges	-1,000	Cost Recovery - swaling
73100	Fees & Charges	-1,000	Income from AONB run events
75100	Cross-Service	-4,000	Cost Recovery - HPC Projects
71002	Grant - Defra	-24,804	Moved from RIA to cover budget deficit
	OUTRUN CORE	39,200	
	SCC Contribution	-39,200	<i>Includes core contribution & Pen Def</i>
	Balance (105232 Core)	0	

QUANTOCK AONB PROJECT

103612		2020/21	Comments
10101	APT & C-Pay	2,958	N&W project
10171	APT & C-NI	296	N&W project
10181	APT & C-LG Pen	450	N&W project
19129	LG ERS Def Red Cont	230	N&W project
19200	Apprenticeship Levy	9	N&W project
30103	Travel costs	1,095	NELMS T&T - travel costs for participants
40000	Equipment	800	Access
42502	Hospitality	1,740	NELMS T&T - venue hire and hospitality
43608	F&H - Prof/Tech Serv	46,650	NELMS T&T - specialist contractors and facilitators
43620	Ctrctrs (not 3rd Part)	200	Access

71258	Contributions - Other	-49,485	NELMS T&T - grant from NAAONB
71002	Grant - Defra	-3,704	Carry forward from 2019/20
71002	Grant - Defra	-1,000	Moved from RIA to cover budget deficit
	OUTRUN PROJECTS	239	
	SCC Contribution	-239	
	Balance (103612 Project)	0	

QUANTOCK AONB RIA

105659		2020/21	Comments
45001	Cross Service Recharges	24,804	Carry forward - core
45001	Cross Service Recharges	1,000	carry forward - project (access)
45001	Cross Service Recharges	6,108	carry forward - Amenity Land (107690)
		3,704	carry forward - project (N&W)
71002	Grant - Defra	-50,051	ESTIMATED: B/f AONB RIA (2019/20)
	OUTRUN RIA	-14,435	
	SCC Contribution	0	
	Balance (105659 RIA)	-14,435	

QUANTOCK AONB SUSTAIN

107423			Comments
20116	Grounds Maintenance	15,000	Ramscombe 1 (LIS)
20116	Grounds Maintenance	10,000	Ramscombe 2 (LIS)
43608	F&H - Prof/Tech Serv	15,000	GQLDF Grants
75100	Cross-Service	-40,000	Income from SCC (HPC)
	OUTRUN HPC	0	
	SCC Contribution	0	
	Balance (107423 Sustain)	0	

QUANTOCK AONB AMENITY LAND

107690		2020/21	Comments
20116	Grounds Maintenance	12,000	Estimated - inc roadside tree contracts
30103	Travel costs	200	
30503	Vehicle costs - Fuel	100	
40000	Equipment	700	
40002	Equipment R&M	800	
71001	GrantGovtOutsideAEF	-7,720	HLS and CS income from RPA
71002	Grant - Defra	-6,108	B/f from 2019 / 20

OUTRUN AMENITY	-28
SCC Contribution	0
Balance (107690 Amenity)	-28

HERITAGE LOTTERY

113011		2020/21	Comments
10101	APT & C-Pay	102,230	Salaries
10171	APT & C-NI	8,118	Based on SCC HR advice
10181	APT & C-LG Pen	15,846	Based on SCC HR advice
19129	LG ERS Def Red Cont	16,000	ESTIMATED as new team
19200	Apprenticeship Levy	700	ESTIMATED as new team
19300	Staff Training	5,780	
20403	Electricity	200	Estimated based on Quantock Office
20503	Rents	4,500	Estimated based on Quantock Office
20802	Insurance - premises	90	Estimated based on Quantock Office
30101	Car allowance	3,500	
30201	Hired vehicle costs	8,000	
30103	Travel costs	1,020	
30506	Vehicle costs - Insurance	288	Associated with capital purchase of tractor
30507	Vehicle costs - Maintenance	3,584	Associated with capital purchase of tractor
40000	Equipment	45,082	Includes office and project equipment
41000	Clothing & Uniform	400	
41503	Postage	100	
41505	Stationary	400	
41506	Printing	734	
42004	Equip ICT - Tel/pag	750	
42005	Telephone - calls	160	
42502	Hospitality	350	
42507	Subsistence	200	
43600	Fees & Hired	5,300	
43608	F&H - Prof/Tech Serv	124,464	
43620	Ctrctrs (Not 3rd Part)	176,000	
44000	Insurance General	600	Estimate based on Quantock Office
44587	Publicity & Promotion	8,150	
44591	Research & Development	12,500	
71258	Contributions - Other	-54,419	
73100	Fees & Charges	-304,927	National Lottery Heritage Fund
75100	Cross Service	-169,000	MATCH FUNDING - S106 HPC / AONB (CS)

OUTRUN HLF	16,700	
<i>SCC Contribution</i>	<i>-16,700</i>	<i>Includes App Levy & Pen Def</i>
Balance (113011 Heritage)	0	
Quantock Hills AONB - Balance	-14,462	

Core (Defra summary version).	
Salaries, NI, SA	241,600
Training	1,600
Rent, rates, electricity, water, premise insurance	11,920
stationary, post, phones, printing	2,150
travel, vehicle costs	18,898
Equipment, maintenance, clothing, uniform	4,600
Literature, publications, publicity	1,110
Meeting costs, hospitality	1,200
Management Fee, Insurance	9,040
Memberships	2,800
Research & Development	0
Income Defra	-166,239
Income Local Authorities	-42,900
Income Cost Recovery	-7,000
Income Friends of Quantock	-1,000
Recharge - staff posts	-34,174
Recharge - SCC Pen Def & AL	-18,800
Total	24,804
check	24,804

Appendix 2: Defra's Core duties of an AONB Unit

Core function	Explanation
a) Developing reviewing, preparing and publishing the AONB vision and the CRoW Act AONB Management Plan	The management plan is the most significant statutory duty placed upon Local Authorities and in turn AONB managers by the 2000 CRoW Act. Its preparation and review should involve local stakeholders.
b) Raising awareness of the AONB, and promoting the AONB vision and the management plan to help distinguish the AONB from adjacent countryside	Raising awareness of the AONB and its special characteristics. Promoting the partnership's vision of the AONB's future and the plan for securing it. The output could be a glossy publication, a series of promotional events, a local media campaign or any combination of these. The vision needs to explain why the AONB is important and why special management measures are needed to protect and enhance it.
c) Advising upon, facilitating and co-ordinating implementation by others of the Management Plan	Taking positive steps to support the implementation of the actions in the management plan including getting other local and regional stakeholders to play their part too. It will be important to assess performance locally of CRoW Act 'relevant bodies' in respect section 85 of the Act.
d) Advising Local Authorities on their activities within AONBs, to encourage them to go beyond normal levels of service(attain the highest possible standards) in countryside management	This is a nationally significant landscape attracting central as well as local government resources for its continued protection. LA countryside management, rights of way, planning, and other relevant services affecting it need to be encouraged to "go the extra mile" to conserve, enhance and celebrate the special qualities of the AONB in decision making and through prioritising funding to ensure investment in ongoing sensitive management.
e) Monitoring and reporting on progress against AONB Management Plan targets	At the end of the year a published report on progress and achievement of the AONB team against agreed targets is needed. It will enable you to claim credit for success, and can be used to assure funders that AONB funds are being well used and to support fundraising efforts.
f) Monitoring AONB landscape condition	A key activity but one which will run over a long period and will enable an assessment of whether the AONB Management Plan is delivering the LA statutory duty to conserve and enhance the AONB.
g) Accessing resources for management activities	Identifying and making use of a wide range of funding opportunities and securing non financial assistance for the delivery of any AONB purposes.

<p>h) Working with and contributing to the NAAONB activities, Participating in and promoting joint working between AONBs and across protected landscapes family.</p>	<p>Using training and developmental opportunities (e.g. workshops, seminars, NAAONB conference), sharing good practice. Seeking opportunities for collaborative working with other protected landscapes, Contributing to objectives of the AONB family and protected landscapes as a whole.</p>
<p>i) Providing a management role to co-ordinate AONB protection through the actions of the AONB unit, the AONB partnership and other partners at a local and strategic level.</p>	<p>Action and management within the AONB team to ensure provision of a first class service in supporting delivery of AONB purposes. In addition helping where appropriate partners in planning their contribution to delivery of AONB objectives. This could be via their business planning processes and other relevant documents (eg Community plans).</p>
<p>j) Developing an involvement by the community in the management of the AONB</p>	<p>Promoting interest, understanding and involvement in the management of the area amongst communities both inside and outside the AONB, by providing mechanisms through which their views can be heard and acted upon.</p>
<p>k) Providing landscape related planning advice</p>	<p>Influencing planning policies (eg, local development documents) and supplementary guidance such as design guides and development control decisions in line with AONB purposes.</p>

Appendix 3: Defra Work Themes (February 2020).

Themes	Key
Conservation of the Natural Environment	1
Conservation of Cultural Heritage	2
Recreation Management and Transport	3
Promoting Understanding, Communications and outreach	4
Rangers and Volunteers	5
Development/Planning	6