

Report of the Performance and Compliance Co-ordinator

Subject: Performance Report for the Period Ending 31st January 2022

Introduction

The performance report follows the structure of the [Corporate and Resources Plan for 2021/22](#). This follows the approach of the Well-being of Future Generations Act with seven well-being objectives, with an additional section providing general governance information. Activities responding to Covid 19 recovery have been mainstreamed into work streams under each of the well-being objectives.

The following report presents the performance to date up to 31th January 2022 for monthly data and quarter 1 to quarter 3 (April – December) for quarterly statistics.

An explanation of RAG status is at the end of this introduction report. Some Q1 and Q2 data has been revised following review of some data sets.

Planning Service, Appeals and Enforcement

The % of all planning applications determined within time periods ytd has moved below target at 78.85% compared to Q2. It is however showing improvement compared to 57.61% for the same period in 2020/21. The average time taken to determine all planning applications in days ytd has increased from Q2 and is showing a Red RAG rating at 114.67 days. The Authority has had a substantive increase in the amount of casework through 2021 when compared to previous years. This is being monitored by DM, and the increase maybe a longer term trend or alternatively could be a temporary rebound from the Covid-19 pandemic. This increase in casework has been compounded by staff absences, new staff starting and Covid disruptions. While we consider the longer term situation, we have responded to the immediate issue by employing consultants to address casework and reduce staff workloads, which should address the increase in the time taken to determine applications.

Ytd three appeals have been allowed and two applications for costs at section 78 appeal have been upheld, relating to planning application NP/19/0522/FUL in Q1 and NP/20/0279/FUL in Q2.

The % of enforcement cases investigated within 84 days ytd has decreased from 95.05% in Q2 to 80.63% in Q3, with the average time taken to investigate enforcement cases in days ytd increasing from 59.5 in Q2 to 118.3 in Q3. The average time taken to take enforcement action in days ytd has also increased from 67 days in Q2 to 104.33 in Q3. The Authority is currently in the recruitment process for a Senior Enforcement Officer to add additional capacity to enforcement and planning applications.

Work Programme and Countryside Management

The work programme for PROW and conservation is 'on track.' A number of measures relating to Countryside Management activities across work streams are in amber or red. This is the result of the current need to put these activities on hold due to the operations manager leaving their role and future delivery will need to be considered in the context of wider organisation changes. The Direction Team are currently providing additional GIS support where needed.

In terms of the creation of more accessible circuit walk at reed bed, Freshwater East, the Authority is awaiting relevant permissions from NRW before it can proceed with works on-site.

Conservation

Positive progress has been made across Biodiversity and Connectivity Projects. In terms of the development of long term management plan for Southern Damselfly and Marsh Fritillary the additional report on habitat quality for Marsh Fritillary around Puncheston has been received and a meeting held to discuss the findings. NRW has submitted a Nature Networks fund EOI aimed at taking the recommendations forward. Twice yearly meetings will now be held with relevant partners to discuss coordinating monitoring and management for Marsh Fritillary across Pembrokeshire.

Conservation work party volunteering opportunities resumed within Q1 and have continued with 686 volunteer days and 95 social action days contributing to conservation related activities. There has been 184 volunteer days ytd contributed to conservation wildlife survey or monitoring.

The Conserving the Park scheme is operating a waiting list and is currently closed to new agreements. Stitch in Time RAG actions status is in amber as no funding is currently in place for project continuation, officers are working to seek continuation funding for the project. Sufficient funds have been identified to keep the Pembrokeshire Nature Partnership supported for another year although there is insufficient funding to enable the Partnership to offer its usual grant pot.

Responding to Climate Change Emergency

A number of activities are in amber. Installation of Phase 2 network of Electric Vehicle Charging points is ongoing, however some delays experienced with WPD supplies and wayleave agreements. The worldwide global chip shortage continues to delay the Authority's outstanding electric van orders. However an order for an additional 6 electric vans has been made, bringing the total number of electric vans on order to 13. These will replace the existing fleet of diesel vans. The first two electric vans were delivered in January.

In terms of Photovoltaic PVs at Cilrhedyn consultants have been appointed, tender documents are being prepared and the work in relation to installation has been scheduled for Summer / Autumn 2022/23. A demonstration event of electric powered tools and machinery at Castell Henllys was very well received by the team in January. Unfortunately, not all of the equipment available was durable enough for

some of PCNPA's use. However investment has been made in a new battery powered mower for Castell Henllys.

The Authority has agreed to work with the other 2 NPAs on a procurement project. This work is being led by Snowdonia NPA who have prepared a scoping report. Discussions are ongoing.

9 Community decarbonisation projects have been awarded funding through SDF ytd and 3 SDF projects were completed in Q3.

Sustainable Landscapes, Sustainable Places

In terms of Sustainable Landscapes, Sustainable Places Scheme projects the delivery of the community woodland proposal purchase has been delayed, due to the initial land identified being withdrawn. The other proposals (including collaborative proposals) are on track to be completed by March 2022. The project plan at Poppit Sands has been modified to deliver a survey and feasibility study of the boardwalk and viewing platform at Poppit. This work has been commissioned for delivery by March.

First 1000 Days Project and Education

This project moved from amber to green in December and the First 1,000 days Outdoor Play Project Officer joined the Authority in January. Project planning work and a draft action plan were completed during the month. In January the project received funding to deliver a series of workshops in early years settings across Pembrokeshire, which will focus on good practice in outdoor play and produce resources for all early years provides wishing to develop their outdoor activity.

Castell Henllys has delivered 41 school sessions ytd, with 1,367 participants and this is a positive trend in terms of Castell Henllys recovery for its education services following the impact of COVID 19 on its education provision in 2020/21.

Equality Monitoring Information

% of workforce equality monitoring information has been affected by the move to new HR system and is showing red RAG. For confidential reasons this data could not be upload from the previous HR system, instead we have asked staff to input this data to familiarise themselves with the new system. To ensure that data is captured for all new starters we intend to ask all new starters to complete their data as part of the induction process (confidentially). There has been a slight increase in data recorded on the system between quarter 2 and 3.

Business Continuity Plan/ Approach

The Business Continuity Plan/ Approach was an area identified within the Audit Wales Resilience Report. A draft Business Continuity Plan has been drafted.

Digital Approaches/ Infrastructure

The IT back up infrastructure is complete, and progress is on track in terms of Microsoft 365 implementation. All user accounts have a Multifactor Authentication

method enabled with a system mandate now in place. Testing for Phase 2 (OneDrive and Office 365) is in progress to determine the roll out method.

RIDDOR and Conflict Incident

The Authority had 1 RIDDOR incident in Q1 and has had two conflict incidents ytd, with one of those occurring in Q3.

Response time FOI, EIR, SAR

One FOI, one EIR and one SAR response were not provided within required time frames in Q1. All responses were provided in time in Q2 and Q3. Following Members request a report on FOI, EIR and SAR will be provided to the relevant Committee following end of 2021/22 financial year. This is so full financial year data can be used in terms of looking at cross yearly trends in the report.

Explanation of RAG Status

RAG	What it means
Red	<p>Close monitoring and/or significant action required.</p> <p>This would normally be triggered by any combination of the following:</p> <ul style="list-style-type: none"> • Measures: Not meeting the target or set to miss the target by a significant amount. • Projects/ Project Development: Significant issues with the project e.g. project hasn't started within expected timescales, delays against critical milestones, failure to achieve project outcomes, significant challenges to operational delivery, issues with budget profiling or future funding concerns. Or project is on hold/ no aspect of the project can be delivered due to COVID 19. Risk project associated with has increased as a result of inaction. • Ways of Working: Significant delays with progressing ways of working activities. Critical activities, milestones and outcomes not being achieved. Lack of progress raises compliance concerns. Current area of work is on hold due to reprioritisation of work due to COVID 19 or other priorities. • Strategic: Strategic partnership or engagement failing to achieve desired outcomes, lack of sustainability within partnership, funding concerns or capacity concerns in terms of Authority involvement. • Covid 19 response/ recovery: Service on hold or phase cannot progress due to current regulations. Progress concerns around recovery planning response in this area. Significant implementation concerns with phase. Significant limitations to service delivery. Major Health and Safety concerns or impacts on the workforce.
Amber	<p>Light touch monitoring required and/or some action should be carried out to prevent movement to Red status or to ensure progress to Green status.</p> <p>This would normally be triggered by any combination of the following:</p> <ul style="list-style-type: none"> • Measures: Performance is currently not meeting the target or set to miss the target by a narrow margin.

	<ul style="list-style-type: none"> • Projects/ Project Development: Minor or initial concerns around project performance and delivery e.g. some slippage in terms of timescales, initial concerns around progress towards project milestones, outcomes, operational delivery and budget profiling. Some future funding concerns. Measures have been put in place to address any previous major concerns and are being acted upon. Only part of the project is being delivered due to COVID 19/ adapted approach in place. • Ways of Working: Minor delays with progressing ways of working activities. Some activities, milestones and outcomes not being achieved. Measures have been put in place to address any previous major concerns and are being acted upon. • Strategic: Initial concerns on strategic partnership or engagement achieving desired outcomes, sustainability of partnership, funding or capacity in terms of Authority involvement. • Covid 19 response/ recovery: Only part of service is being delivered. Recovery planning activities initiated or in place but service not back to normal. Concerns around progress/ delivery in terms of recovery planning or service provision. Minor Health and Safety Concerns or impacts on workforce.
Green	<p>No action required.</p> <p>This would normally be triggered by any combination of the following:</p> <ul style="list-style-type: none"> • Measures: Performing is currently meeting the target. • Projects/ Project Development: Everything is functioning as expected, project performance is as planned with the project meeting milestones and outcomes. • Ways of Working: Progress is being made against areas for action within reasonable timescales. Milestones and Outcomes are being achieved. • Strategic: Healthy sustainable partnership in place, delivering against desired outcomes. • Covid 19 response/ recovery: Service back to normal/ or operating successful adapted approach. Regulations implemented. Effective Health and Safety practices are in place.
<p>Performance for some Measures are based on across year benchmarking and trend considerations, performance columns on previous year performance should be used to assess performance in these areas.</p>	

RECOMMENDATION:

Members are requested to RECEIVE and COMMENT on the Performance Report.

(For further information contact Mair Thomas, Performance and Compliance Co-ordinator)

Performance Report – Corporate and Resources Plan 2021/22 (April – January)

Well-being Objective – Prosperity

Work Stream: Planning Policy and Service

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2020/21 Q1 – Q2 (April - Sep)	2021/21 Current Period: Q1 – Q3 (April – December)					
	Actual	Actual	Actual	Target	Revised Target	RAG	Trend	Comments
% of all planning applications determined within time periods required ytd	57.61	82.93	78.85	82%		Amber	↓	
Average time taken to determine all planning applicants in days ytd	113.00	106.50	114.67	<67 days		Red	↓	
% of Member made decisions against officer advice (recommendation) ytd	12.50	13.33	8.00	<5%		Amber	↑	(NP/21/0382/S73 and NP/21/0149/FUL) out of 25. Welsh Government Target, part of APR benchmarking.
% of appeals dismissed ytd	80.00	33.33	40.00	>66%		Red	↑	Two dismissed, three allowed.
Applications for costs at section 78 appeal upheld in the reporting period ytd	0	2	2	0		Red	→	Q1 NP/19/0522/FUL. Q2 NP/20/0279/FUL.
% of planning applications determined under delegated power ytd	93.42	93.90	93.13	BM				
# planning applications registered ytd	367	321	497	Trend				
% of planning applications approved ytd	92.18	87.40	88.74	Trend				

↑ Improving Trend → Static Trend ↓ Worsening Trend BM= Benchmarked against previous year BD= Baseline Data
TIR = Trend - Impact of COVID 19 and Recovery of Services

Performance Report – Corporate and Resources Plan 2021/22 (April – January)

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Strategic: Adoption of Supplementary Planning Guidance	Amber	Amber	→	Progress Status: In Progress/ Behind. Adopted: 7. Consultation Underway:18 (includes 13 Conservation Area SPGs). Being drafted/redrafted: 4. Interim/rolled over in operation: 9. To be drafted later or stalled awaiting further evidence: 3. Some guidance will appear in more than one category.
Ways of Working: Initiate a review of our processes and use of technology to support an efficient planning application administration process	Amber	Amber	→	Progress Status: In Progress/ On Track. The planning application database will need to migrate to a new hosted environment, and this will require IT support to proceed. Also awaiting office 365, which is being implemented as part of a wider Authority project will allow for further efficiencies in administrative processes. Covid 19 restrictions remain in place which limit staffing levels in the office.
Governance/ Engagement: Review the Authority’s Public Speaking Procedures	Green	Green	→	Progress Status: Complete/ Ahead. Completed and implemented.
Strategic: Prepare and engage with changes to regional planning processes, including the development of the SWW CJC and SD Plans.	Green	Green	→	Progress Status: In Progress/ On Track. Officers are engaged with regional work on the development of SDPs and other regional working.

Work Stream: Maintaining Public Rights of Way a Key Tourism Asset

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January					
	Actual	Actual	Actual	Original Target	Revised Target	RAG	Trend	Comments
	Pembrokeshire Coast Path – Trip Advisor Overall Rating 1-5	5	5	5	5		Green	→

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Performance Report – Corporate and Resources Plan 2021/22 (April – January)

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)					
	Actual	Actual	Actual	Target	Revised Target	RAG	Trend	Comments
% of PROW open and accessible and meeting the quality standard ytd	86.83	86.87	86.74	85%		Green	↓	
# of people using footpath (from fixed counters) ytd	145,511	217,528	-	Trend				IROW figures for Q3 not available from external company yet, expected end of Feb 2022. Q2 ytd for 2020/21 - 122,008.
# concerns reported for Coast Path and IROW ytd	113	200	249	BM				Q3 ytd concerns for 2019/20 were 178. Impact of COVID 19 on Q1 2020/21 data in terms of restrictions, closures and recording impacts.

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Work Programme: Delivery of Authority's operational work programme for the PROW for 2021/22 (including seasonal cuttings and maintenance activities)	Green	Green	→	Progress Status: In Progress/ On Track. For December 21st-January 21st 78 jobs completed on inland maintenance, 41 jobs completed for coast path maintenance, 0 jobs completed for inland path cutting, 24 jobs completed for coast path cutting (combining JMS and Coast path cutting workforce counts). Completed jobs such as gate and drainage checks are currently recorded separately.
Work Programme: Activities to respond and increase resilience to the impact of coastal erosion and poor weather cycles on path (Reactive and planned work)	Green	Green	→	Progress Status: In Progress/ On Track. Consultant engineers engaged to design improvements schemes for Coast Path at Whitesands and Dale.

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				Traethllyfyn beach access repairs and Angle byway gabion wall repairs out to tender.
Ways of Working: Digital Park Project	Amber	Amber	→	Progress Status: In Progress/ On Hold. Further developments in terms of digital park project on hold. The departure of the Operations Manager means that we are having to look at alternative ways of providing GIS support to the team, Direction providing additional GIS support in the mean-time. Future developments will be tied to a wider corporate GIS strategy/ approach. Leadership Team have agreed ArcGIS contract renewal.
Ways of Working: Initiate work to agree standard specifications for signs to enable a more standardised and consistent approach to replacement	Green	Green	→	Progress Status: In Progress/ On Track. The standardised signage guide is now being used to create coast path signage, logos etc. using Cilirhedyn’s digital router.
Projects: Development of new footpath links and circular walks	Green	Green	→	Progress Status: In Progress/ On Track. Public footpath reinstated near Moylegrove (1.5km) forms a significant link in surrounding network of public rights of way.
Strategic: Collaborate with PCC on delivery of RWIP and facilitation of Local Access Forum	Green	Green	→	Progress Status: In Progress/ On Track. Local Access Forum meeting held (first of new term 2022-24).
Strategic: Participation in the Welsh Government’s Access Legislation Reform	Green	Green	→	Progress Status: In Progress/ On Track. Three stakeholder groups established by Welsh Government to look at the role of Local Access Forums; keeping dogs on leads in vicinity of livestock and decadal review of CROW Access Maps.

Work Stream: Sustainable Tourism and Recreation – Management, Promotion and Engagement

Measure – Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January					
	Actual	Actual	Actual	Original Target	Revised Target	RAG	Trend	Comments
	# visitors to Oriel Y Parc ytd	27,208	67,792	69,930	TIR			

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								at centre due to COVID safety measures. 2019/20 ytd – 107,007
Oriel Y Parc Trip Advisor rating 1-5	4.5	4.5	4.5	4.5		Green	→	Google Review Rating: 4.4
# Main website users ytd	184,295	242,591	258,916	BM				2020/21 ytd figures affected by complete Google Analytics data for May not being available due to issue caused by transfer to new website.
# Main website page views ytd	710,099	917,771	971,695	BM				

Measure – Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# attending pop up events/ engagement activities across the Park ytd	888	3,863	4,644	TIR		
# people engaged with through Summer Rangers business, tourist information and general public networking activities ytd	1,282	3,707	4,488	TIR		

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Engagement: Rangers Team (including summer rangers) visitor, community and landowner liaison activities during summer season 2021/22	Green	Green	→	Progress Status: Complete/ On Track. Action Complete - Summer season has ended. Final activities carried out in October. The Summer Rangers completed their 2021 season with half-term week in October. Challenging weather conditions in October saw them bringing their engagement activities to a close with sessions at Carew and Oriel y Parc where audiences were

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				easier to reach than out in the wind and rain on beaches and the coast.
Ways of Working: Development and Implementation of incident reporting system for sites, coast path, IROW for Rangers and Wardens.	Amber	Amber	→	Progress Status: In Progress/ On Hold. Incident reporter app has been created and is being trialled, and further development will be linked to wider corporate GIS strategy/ approach.
Engagement: Delivery of Communicating out of Covid Strategy and associated messaging and digital campaigns (SLSP)	Green	Green	→	Progress Status: In Progress/ On Track. Work is ongoing to implement the Tread Lightly campaign, with editorial being developed for the 2022 edition of Coast to Coast and discussions underway to develop a 3-Parks joint summer campaign promoting positive visitor behaviours.
Ways of Working: External Sustainable Events Research (including responding to recommendations) (S6)	Amber	Amber	→	Progress Status: In Progress/ Behind. Due to Covid pressures work has been slow, however content of final report being discussed with University.
Project: Sustainability Support Activities for World Rowing and Beach Sprint Event (S6)	Green	Green	→	Progress Status: In Progress/ On Track. On track to achieve ISO by early summer 2022.
COVID 19 Recovery Activity: Re opening of Oriel y Parc centre to visitors (informed by risk assessment and adapted approaches.)	Green	Green	→	Progress Status: In Progress/ On Track. Oriel y Parc was able to reduce restrictions from 28th January and could revert back to increased room hire figures as well as going ahead with plans for the Dragon Parade, now that outdoor event limits have been eased.
Project: Re-positioning Oriel y Parc as Discovery Centre and implementing its interpretation plan	Green	Green	→	Progress Status: In Progress/ On Track. An artist has been commissioned to design picnic table interpretation. New plinths/display cases have been ordered to display additional archaeological finds in the centre. A meeting was held with the fundraising team to discuss future capital works for Oriel y Parc.
Project: Development of Discovery points across the park (SLSP)	Green	Green	→	Progress Status: In Progress/ On Track. Discovery Point panels have all been delivered. We have plans to evaluate the usefulness of the panels. Places where the 60 panels have been installed will be contacted for feedback after Easter 2022.

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Performance Report – Corporate and Resources Plan 2021/22 (April – January)

Strategic Partnership: Collaboration with Visit Pembrokeshire on destination management and promotion	Green	Green	→	Progress Status: In Progress/ On Track. PCNPA continues to support the work of Visit Pembrokeshire. Presentation by Visit Pembrokeshire provided to Members at the December NPA.
Partnership Project: Celtic Routes	Green	Green	→	Progress Status: In Progress/ On Track. WEFO have approached the Celtic Routes partnership to see if we'd like to extend the project until Sept 2023 with no additional costs to partners. We've agreed in-principle to extend the initiative but we're awaiting further details before formalising. The partnership is currently looking to enhance the visitor experience by tendering for augmented reality/virtual reality technologies and 360 imagery (full details on Sell-2-Wales).
Partnership Project: Ancient Connections	Green	Green	→	Progress Status: In Progress/ On Track. The British Pilgrimage Trust have now developed a draft route for Pems that connects Fishguard and St Davids (running inland adjacent to the Coast Path) along with an updated business plan for the proposed pilgrimage route organisation. The business plan highlights the focus on creating jobs and an income for the organisation as well as the wider potential economic impact.
Strategic Partnership: Co-ordination of Managing Visitor Pressures and Visitor Experiences Document with partners (S6)	Green	Green	→	Progress Status: Complete / On Track. Complete for 2021, 2022 document to be revised at next recreation management meeting in Feb.
Strategic Partnership: Pembrokeshire Water Safety Forum and mapping of coastal and foreshore incidents. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Personal watercraft (jetski) Task and Finish group for Pembrokeshire and Ceredigion has met and agreed an action plan for the forthcoming season. Key actions for partners are signage at launch points, code of conduct and liaison with training providers.
Strategic Engagement: Liaison with Recreation Groups and Pembrokeshire Coastal Forum. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. No partnership meetings scheduled in January. A quarterly update meeting between PCF and PCNPA officers was held in November. The Annual Cliff Climbing Liaison Meeting was also chaired by the Ranger team. This

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				meeting brings together interested stakeholders from the climbing community, including the British Mountaineering Council, along with key landowners such as the MOD and NT and conservation bodies such as NRW and PCNPA. The 2021 season was reviewed and key actions agreed for 2022 including voluntary seasonal climbing restrictions to protect nesting birds.
Strategic: Development of Sustainable Tourism Indicators in partnership with other NP Authorities	Green	Amber	↓	Progress Status: In Progress/ On Track. Awaiting feedback from research in progress by SNPA to help guide process going forward.

Work Stream: Supporting Local Businesses and Sustainable Procurement

Measure – Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January					
	Actual	Actual	Actual	Original Target	Revised Target	RAG	Trend	Comments
	% Authority spend locally (S6)	59.82	46.46	46.99	BM			
% Invoices paid on time (Average) (S6)	95.42	97.00	97.16	97		Green	↑	

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# of stall holders participating in fairs and events at Oriel Y Parc and Carew ytd	38	15	41	TIR		
# of artists and craft makers supported at Oriel Y Parc ytd	13	21	29	TIR		

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Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Ways of Working: Commission external review of Authority Procurement activities (re sustainability, decarbonisation, supporting local supply chains and community benefits) (S6)	Amber	Amber	→	Progress Status: No Started/ Behind. Work being led by Snowdonia who have prepared a scoping report. Discussions ongoing.

Work Stream: Employment Transformation and Skills Development in Pembrokeshire

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			Comments
	Actual	Actual	Actual	Target	Revised Target	
# Work experience placements provided ytd	1	0	0	TIR		Authority Officer participated in virtual You Tube event in November discussing careers in heritage with 84 views.
# attending volunteer training sessions ytd	245	220	248	TIR		
# volunteer days – new volunteer opportunities (volunteer roles) ytd	N/A	214.5	251.5	BD		
# Kickstart Scheme placements initiated ytd	N/A	2	2	BD		2 placement appointments in Q2: Customer Experience & Site Warden placement at Carew. Archaeologist Support Assistant placement.
# Kickstart Scheme placements completed ytd	N/A	0	0	BD		

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	RAG	RAG	Trend	Comments
Ways of Working: Develop a wider range of volunteering opportunities, with step up and training opportunities.	Green	Green	→	Progress Status: In Progress/ On Track. Several potential opportunities identified as part of volunteer management training sessions. With Covid restrictions relaxing a bit we are in a better position to look at indoor / admin opportunities. Roots to Recovery providing training for volunteer mentors.
Project: Delivery of job placements under Kickstart Scheme [placements for 16 to 24 year olds on Universal Credit]	Green	Green	→	Progress Status: In Progress/ On Track. First Kickstart Scheme Placement completed. One further placement remains in employment.

Well-being Objective - Resilience

Work Stream: Conservation Land Management – Managing Land for Nature

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1- Q3 (April – December)					
	Actual	Actual	Actual	Target	Revised Target	RAG	Trend	Comments
Conservation Sites - % in line with their formal management plan	100	100	100	100%		Green	→	Conserving the Park now has a waiting list and is closed to new agreements.

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Work Programme: Delivery of Authority's operational work programme for conservation (with focus on priority activities) (S6)	Green	Green	→	Progress Status: In Progress/On Track Conservation Operational Work Programme on Track – 88 jobs completed between 1 April to 31 January 22. Jobs included contributions from wardens, volunteers,

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				Friends of the National Park, Rangers and the National Trust.
Work Programme: Delivery of annual cutting of the fire break network (S6)	Green	Green	→	Progress Status: In Progress/ On Track. During January the work has progressed with half of the paths now cut on Dinas, Castleblythe and around Bedd yr Afanc on the Preseli.
Engagement: Engagement Activities with Dairy Industry/ Farmers (S6) / Project: Greening Agriculture SLSP project (S6)	Green	Green	→	Progress Status: In Progress/ On Track. All farms in the Greening Agriculture Pilot have returned quotes with two Solar Photovoltaic and battery system and one water harvesting system. Two projects have been authorized and have received the funding. A process report has been written with the Grants lined up ready to be authorised.
Strategic Partnership: Participation with Pembrokeshire Nature Partnership and delivery of Pembrokeshire Nature Recovery Plan (S6)	Amber	Green	↑	Progress Status: In Progress/ On Track. The final meeting of the year will be held in March. Sufficient funds have been identified to keep the partnership supported for another year although there is insufficient funding to enable us to offer our usual grant pot.
Strategic Partnership: Participation with Pembrokeshire Grazing Network and Pembrokeshire Wildfire Group. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. The Wildfire Group met in January with representatives from the Fire Service, NRW, PCNPA and Local Graziers. Positive discussions were held, realigning objectives and it was a good platform for discussion between all parties. Problems with regards to pre-notifications were raised along with better public awareness of controlled burns.
Strategic Engagement: Participate in opportunities to influence and support the design and delivery of the new Sustainable Land Management Scheme for Wales as it is developed. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Met with Welsh Government officers developing new Sustainable Farming Scheme held with Landscape Wales.

↑ Improving Trend → Static Trend ↓ Worsening Trend BM= Benchmarked against previous year BD= Baseline Data
TIR = Trend - Impact of COVID 19 and Recovery of Services

Performance Report – Corporate and Resources Plan 2021/22 (April – January)

Work Stream: Biodiversity and Connectivity Projects

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Scheme: Traditional Boundary Grant Scheme (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Several schemes finished in January and others are well underway.
Project: People, Paths and Pollinator Pilot Project (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Contractor has finished fencing work at Graply End fields. Pony grazing will be restarting in the near future in the new grazing compartments. A positive site visit was held at the site with PCNPA CEO, Welsh Government/Designated Landscapes staff and locals to discuss the changes at the site and plans for carbon sequestration.
Project: Implementation of Dawnsio ar y Diben SMS Coastal project work programme (S6)	Green	Green	→	Progress Status: In Progress/ On Track. In progress.
Project: Habitat use of Coastal Belt by Adders. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. The report has been received and a talk is being organised to disseminate findings.
Project: Development of long term management plan for Southern Damselfly and Marsh Fritillary (S6)	Green	Green	→	Progress Status: Complete/ On Track. The additional report on habitat quality for Marsh Fritillary around Puncteston has been received and a meeting held to discuss the findings. NRW has submitted a Nature Networks fund EOI aimed at taking the recommendations forward. Twice yearly meetings will now be held with relevant partners to discuss coordinating monitoring and management for Marsh Fritillary across Pembrokeshire.
Project: Long Term monitoring projects Chough, Barn Owl, Carew Castle bats and Skylarks and further analysis of Chough Monitoring Data Set (S6)	Green	Green	→	Progress Status: Complete/ On Track. All monitoring projects complete and reports received. Preseason meetings arranged for next year's projects.

↑ Improving Trend → Static Trend ↓ Worsening Trend BM= Benchmarked against previous year BD= Baseline Data
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Work Stream: Engagement and Volunteering in looking after the Park’s Ecosystem

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
Hectares - Invasive species removed at source/ injected ytd	49.95	88.49	88.99	Trend		Measure being reviewed with officer.
# Volunteer days – Invasive species work ytd	18.0	134.5	142.5	TIR		
# volunteer days – conservation ytd	272.0	479.5	686.0	TIR		
# social action days – conservation ytd	58	40	95	TIR		Includes sessions with Pembrokeshire College

Action	2021/22 December	2021/22 Current Period – January			
	RAG	RAG	Trend	Comments	
Project: Stitch in Time	Amber	Amber	→	Progress Status: In Progress/ On Track. No volunteer activities during January. Main focus during January was completing the project tool kit and sending round project partners for comment. Completing the quarter 3 2021 claim was a priority in which the levels of engagement from landowners were evaluated. To date 51 instances of advice has been provided by the project officer to enquiries made from the public. Landfill tax grant application sent.	
Project: Enhancement of picnic area and woodland area at Oriel y Parc (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Tree works were undertaken in January which has allowed greater light into the woodland area, ready for summer planting. An artist has been commissioned to design interpretation panels for picnic benches in the picnic area.	

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Project: Recruit and train specialist volunteers to carry out reptile, Marsh Fritillary and Southern Damselfly monitoring (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Reptile hibernacula surveys are due to take place in March with volunteers trained during the adder radiotracking survey.
Partnership: Participate with Pembrokeshire Light Pollution Partnership, including carrying out community engagement activities where appropriate (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Specialists leading the joint PCNPA/PCC work on the lighting survey and feasibility study. Dragon LNG survey complete, SQLM readings taken in Jan with follow up planned due to poor weather.

Work Stream: Looking after Trees in the Landscapes

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/23 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised	Comments
# of applications for works to protected trees determined ytd	23	10	18	Trend		
# of new tree preservation orders made ytd	0	0	0	Trend		
# volunteer and social action days – tree planting ytd	131.0	65.0	110.5	TIR		Including Tree Matt fitting.

Action	2021/22 December	2021/22 Current Period – January			
	RAG	RAG	Trend	Comments	
Work Programme: Delivery of 2021/22 work programme to manage ash die back on our estate	Green	Green	→	Progress Status: In Progress/ Behind. PCC have identified a few trees along the roadside of some of our sites (Cilrhedyn woods and Pengegin woods) but still waiting reports from PCC regarding the issues that they have identified. Once we receive these we will undertake the work required.	
See Responding to Climate Change Emergency Work Stream Section for information on Community Woodland SPSL Project					

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Work Stream: Marine and Foreshore Environment

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2020/21 Q1 – Q2 (April - Sept)	2021/21 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# volunteer and social action days – beach, foreshore and river cleaning activities ytd	17	60	71	TIR		

Action	2021/22 December	2021/22 Current Period – January			
	RAG	RAG	Trend	Comments	
Project: Initiate development of sustainable seaweed collection policy.(S6)	Green	Green	→	Progress Status: Complete/ On Track. Seaweed report received. We are now in the process of reviewing our licences in line with recommendations.	
Collaboration: Explore opportunities through partnerships to develop projects that can support/ enhance carbon sequestration in the marine environment. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. In November the Pembrokeshire Marine SAC Officer provided written input to the Climate Change, Environment and Infrastructure Committee, regarding blue carbon potential in Wales and on updating / advancing Marine Protected Area management. No further updates in January.	
Collaboration: Involvement with Foreshore Management Plan and collaborate on marine pollution prevention, contingency planning and response and support others in managing commercial gathering activity. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Draft report now received for Officers comments.	
Collaboration: Explore opportunities for joint working to improve water quality information and land management and to	Green	Green	→	Progress Status: In Progress/ On Track. Final report on Surveying the Waterway for Environmental Pollution Threats 2 anticipated (Welsh	

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expand water quality work from the Waterway to the open coast. (S6)				Govt funded via PCNPA). A Nutrient Management (Plan) Board, with a focus on phosphate targets, is in the process of being set up by Pembrokeshire County Council. PCNPA would likely have board representation.
Strategic Partnerships: Participate in Relevant Authority Groups for SAC areas and Marine protected areas management at a Wales/ Welsh Government level. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. The SAC Officer is initiating an overhaul of the Pembrokeshire Marine SAC website. Pembrokeshire Marine Relevant Authority Group meeting held 7th Dec.

Work Stream: Planning - Sustainable Management of Natural Resources (SMNR) and Responding to Biodiversity Loss

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Collaboration: Work with regional partners to develop a South West regional approach to specialist advice on one planet developments and biodiversity enhancements conditions under Environment Section 6 biodiversity duty (including exploring opportunities for biodiversity enhancements to have a positive socio economic duty impact.) (S6)	Amber	Amber	→	Progress Status: Not Started/ On Hold. Whilst a tender was placed on Sell2Wales due to the changes at Carmarthen this joint project has not been pursued.

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Well-being Objective – Health & Well-being

Work Stream: Supported Walking Opportunities

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# participants in Walkability supported walks ytd	107	204	335	TIR		Includes pilot scooter walk sessions.
# Pembrokeshire participants in Walking for Well-being project walks ytd	201	447	662	TIR		Including Dementia Supportive Well-being Walks.

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Project: West Wales Walking for Well-being partnership project.	Green	Green	→	Progress Status: In Progress/ On Track. In January there was a temporary suspension in project walking activity in Ceredigion due to local COVID-19 restrictions - walks continued as normal (with appropriate risk assessments in place) in Carmarthenshire and Pembrokeshire. There was an increase in both walkers and walks in January despite the suspension of activity in Ceredigion for a period. The project team completed the review of mobility equipment to support walkers in their activity. The list drawn-up as a result will provide equipment to be tested during the final year of the funded project.

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Work Stream: Promoting Health Benefits of the Park - Partnerships, Initiatives and Projects

Measure – Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January			
	Actual	Actual	Actual	Original Target	Revised Target	Comments
	# of online walk maps downloaded from PCNPA website ytd	11,157	23,673	25,178	TIR	

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# volunteer days ytd	768.3	1,201.4	1,647.2	TIR		2019/20 ytd – 2,239.5
# participants in volunteering and social action sessions involving physical activity ytd	815	1,284	1,798	TIR		
# participants in PCNPA led walks ytd	593	1,256	1,705	TIR		

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Project: Pathways Project	Green	Green	→	Progress Status: In Progress/ On Track. In January, Pathways sessions continued to be delivered once a week, with the Roots to Recovery Volunteer Officer leading the sessions ahead of the start date for a newly appointed Pathways Volunteer Officer, who will be seconded from the (South) Warden team, 3 days a week for 18 months. There has been little in the way of new volunteers joining Pathways in recent months as we have awaited the start of the new project officer. In February and March we will seek to promote the project and opportunities to get involved.

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Project: Roots to Recovery Project Bid (and project delivery if Successful)	Green	Green	→	Progress Status: In Progress/ On Track. In February work was completed by volunteers and the Roots to Recovery team to establish a hub for the project's volunteers in a large wooden cabin adjacent to the Mind Resource Centre in Haverfordwest. The building has improved access and space for volunteers to meet, share a cup of team and keep tools and resources for the project. We anticipate a similar hub being established in Tenby (Hafal). The project team have started to look for suitable locations and partners to establish a North Pembrokeshire hub, probably in Fishguard, with the aim of starting work there in April. Roots to Recovery volunteering/activity sessions were held in January in Tenby (Hafal) and Haverfordwest (Mind).
Ways of Working: Commission review of volunteer offer, to guide our long term approach	Green	Green	→	Progress Status: In Progress/ On Track. The final version PCNPA Review of Volunteering document has been submitted. The report will be taken to the February NPA.
Strategic: Development of a National Park Management Action Plan for our Health and Well-being activities	Green	Green	→	Progress Status: Complete/ On Track. Action Completed July 2021. Action Plan approved by Members at July NPA.
Partnership: Co-ordinate the West Wales Nature Based Health Service Network	Green	Green	→	Progress Status: In Progress/ On Track. Ongoing work coordinating this network, schedule for meetings in 2022 in progress.
Collaboration: Support Public Health Wales with its strategic activities on social and Green solutions for health	Amber	Green	↑	Progress Status: In Progress/ On Track. Short piece in PHW monthly Newsletter on Landscapes for All. PHW involved with new Out and About Network.
Collaboration: Work with partners to develop and promote active travel and every day walking and cycling opportunities in the Park	Amber	Green	↑	Progress Status: In Progress/ On Track. Out and About Network launched, further progress on project to promote independent walking on Wild and Wobbly now renamed 'Wild Wellbeing Wanderers'.

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Work Stream: Outdoor School and Play

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/21 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# participants in PCNPA outdoor learning sessions ytd	1,904	3,289	5,402	TIR		2019/20 ytd – 7,075
% schools in National Park engaged with PCNPA outdoor learning sessions/ activities ytd	30.77	53.85	61.54	TIR		
% schools in Pembrokeshire engaged with PCNPA outdoor learning sessions/ activities ytd	20.97	38.71	50.00	TIR		

Action	2021/22 December	2021/22 Current Period – January			
	RAG	RAG	Trend	Comments	
Project: Pembrokeshire Outdoor Schools	Green	Green	→	Progress Status: In Progress/ On Track. In January, the PODs partnership received additional support of £3,500 to produce a resource pack (for teachers) and support the continued activity of the project.	
Project: Roots/ Gwreiddiau Project	Green	Green	→	Progress Status: In Progress/ On Track. Funding received for 2022 from PCNPT/SHLNG Discussions with Milford Haven Juniors, Comprehensive and Gelliswick re project activity and scope for 2022.	
Project: First 1000 days	Green	Green	→	Progress Status: In Progress/ Behind. First 1,000 days Outdoor Play Project Officer joined the Authority in January. Project planning work and a draft action plan were completed during the month. The project has also received funding this month to deliver a series of workshops in early years settings across Pembrokeshire, which will focus on good practice in outdoor play and	

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			produce resources for all early years provides wishing to develop their outdoor activity.
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Work Stream: Planning Affordable Housing

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
% of housing units approved that are affordable ytd	70.34	0	0	See APR and Annual Local Development Plan monitoring report for context		
# affordable housing units approved ytd	102	0	0			

Work Stream: Workforce Well-being, Resilience and Development

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January			
	Actual	Actual	Actual	Original Target	Revised Target	Comments
	# Days Lost through Sickness Absence excluding Long Term Sickness	N/A	51.5 (Dec)	37.5 (Jan)	BD	
# Days Lost through Sickness Absence including Long Term Sickness	N/A	55.5 (Dec)	57.5 (Jan)	BD		Average YTD: 57.6
% of hours lost as a result of Sickness absences per employee excluding Long Term Sickness	N/A	1.95 (Dec)	1.51 (Jan)	BD		Average YTD: 1.30
% of hours lost as a result of Sickness absences per employee including Long Term Sickness	N/A	2.10 (Dec)	2.32 (Jan)	BD		Average YTD: 2.14

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Action	2021/22 February	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Covid 19 Recovery: Pro-actively manage and support our workforce in response to COVID 19 related developments during the year.	Green	Green	→	Progress Status: In Progress/ On Track. Resilience coaching was delivered during January and has had very positive staff feedback.
Covid 19 Recovery: Planning and managing phased opportunities, for staff across different teams to return to their normal place of work or duties (or long term home working arrangements)	Green	Green	→	Progress Status: In Progress/ On Track. No further updates can be provided until the next Welsh Government review. HQ staff remain working from home whilst utilising the office for priority work.
Ways of Working: Activities to support PCNPA achieving Bronze level under Corporate Health Standard	Green	Green	→	Progress Status: In Progress/ On Track. Portfolio being collated, pending new framework introduction in Spring 2022. PCNPA will chase the awarding body to find out if the new framework has been finalised.
Ways of Working: Creation of Training and Development Plan to support workforce resilience	Green	Green	→	Progress Status: In Progress/ On Track. There are no developments to report from January. Individual training needs are being sourced for priority and health and safety training only, due to the limitations on face-to-face training.
Ways of Working: Implementation of PCNPA People Plan	Green	Green	→	Progress Status: In Progress/ On Track. The month's focus has been on preparedness for the organisational review.

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Well-being Objective – Equality

Work Stream: Strategic Equality - Our Workforce and Services

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)					
	Actual	Actual	Actual	Target	Revised Target	RAG	Trend	Comments
# Integrated Assessments for Strategic Plans and Decisions completed ytd (Equality Impact Assessments form part of the integrated assessment)	N/A	1	2	Trend				Integrated Assessment Completed on High Level Strategy on a Page and review of Well-being Objectives.
% workforce equality monitoring information completed on people management system	77.4	52.6	55.7	70		Red	↑	From Q2 this data is being obtained from the new HR system. For confidential reasons this data could not be upload from the previous HR system, instead we have asked staff to input this data to familiarise themselves with the new system. To ensure that data is captured for all new starters we intend to ask all new starters to complete their data as part of the induction process (confidentially).

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Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Ways of Working: Embed the Socio Economic Duty in our decision making processes	Amber	Amber	→	Progress Status: In Progress/ Behind. Draft Integrated assessment overview, trigger template and assessment template went to Leadership Team for comment in October. Further amendments to be applied. Integrated assessment, incorporating consideration of Socio-Economic Duty carried out on proposed draft revised Well-being Objectives to go for consultation, summary included in report.
Ways of Working: Ways of Working: Activities to address and further analyse Gender Pay Gap in the Authority.	Green	Green	→	Progress Status: In Progress/ On Track. Training dates have been finalised for the Job Evaluation Training. Project continues to be dependent upon the new organisational structure.
Ways of Working: Develop corporate approach to Web Accessibility Regulation compliance.	Green	Amber	↓	Progress Status: In Progress/ On Track. More work required on PDF accessibility.
Ways of Working: Integrate equality training and awareness into the Training and Development Plan for the Authority.	Green	Green	→	Progress Status: In Progress/ Behind. Capacity issues remain a concern for delivering value added HR activities - delivery therefore delayed.
Ways of Working: Initiate activities to support us achieving Level 1 under the UK Governments Disability Confidence Scheme .	Green	Green	→	Progress Status: Complete/ On Track. Scheme in place. Action can be considered as having been completed, with the need for regular marketing of the scheme.
Ways of Working: Sign up to the EHRC 'Working Forward' pledge .	Green	Green	→	Progress Status: In Progress/ On Track. Flexible and Home Working Policies redrafted and due to be rolled out early February. Flexible Working Requests met through the policies for childcare will be championed through the Staff Newsletter to raise awareness and the individual and business benefits. No update for January beyond work already completed.

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Work Stream: Landscapes for Everyone - Inclusive Experiences and Social Inclusion

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January			
	Actual	Actual	Actual	Original Target	Revised Target	Comments
	# of web wheelchair walks maps downloaded	464	776	845	TIR	

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
	# people engaged with through social inclusion activities	676	1,292	2,011	TIR	
# participants engaged with through social inclusion work with young people	155	286	433	TIR		
# of active Youth Rangers	11 (Q3)	16 (Q2)	20 (Q3)	TIR		

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Project: Review of Beach Wheelchair Initiative and look at opportunities to further develop our offer	Green	Green	→	Progress Status: In Progress/ On Track. Looking at Brilliant Basics Fund to develop the beach wheelchair initiative
Project: Experience for All Project (including responding to recommendations.)	Green	Green	→	Progress Status: In Progress/ On Track.

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				Report and recommendations complete, workshop with key officers scheduled for 15/2/22 to help guide work going forward.
Ways of Working: Develop project checklist that can be shared with partners to ensure projects developed to address NPMP impacts are inclusive.	Amber	Green	↑	Progress Status: In Progress/ Behind. Check list included in Experiences for All report that can be further developed by PCNPA to use at project level. Meeting on Experience for All report for staff arranged for 15/2/22.
Project: Creation of more accessible circuit walk at reed bed, Freshwater East	Amber	Amber	→	Progress Status: Not Started/ On Hold. Awaiting relevant permissions from NRW before we can proceed with works on-site. Hope to have work completed by the end of the financial year.
Project: Physical Access Improvements at St Non's	Green	Green	→	Progress Status: In Progress/ On Track. The St Non's Sound Walk is due to launch online to coincide with St Non's Day in early March. Planning permission for the panel has been approved. We are launching the St Non's nature rubbing trail with a family workshop during the Easter holidays. The rubbing plaques are up and leaflets available from Oriel y Parc in the meantime.
Project: Carew Castle Access Project	Green	Green	→	Progress Status: In Progress/ Behind. This project has been delayed and is still in the initial stages of planning. A brief has been written, an architect has been engaged and is drawing up plans. They will then be submitted for the relevant consents. We hope to commence some of the work in autumn 2022.
Project: Upgrading beach access for wheelchair accessibility - make good the 'all ability' access path / boardwalk at Manorbier beach and Poppit Sands (SLSP)	Amber	Amber	→	Progress Status: In Progress/ Behind Manorbier beach access work is now complete. Work on beach signage underway, drafts now complete for some and meeting with PCC to discuss joint signage held. Project plan modified to deliver a survey and feasibility study of the boardwalk and viewing platform at Poppit. This work has been commissioned for delivery by March.

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Project: SLSP All terrain electric scooters at Castell Henllys Iron Age Village	Green	Green	→	Progress Status: Complete/ On Track. Action completed in October. All terrain mobility scooters were delivered in October and are now in use on site.
Ways of Working: Initiate a process to explore the potential for developing an enhanced specification and inspection regime for easy access routes	Red	Red	→	Progress Status: Not Started/ On Hold. Work currently put on hold following departure of Operations Manager. This activity is unlikely to progress further in 2021/22 and further progression will need to be discussed tied to wider development of relevant delivery plans as they are developed in 2022/23. This was identified as an additional project in the Corporate and Resources Plan for 2021/22.
Collaboration: Review with the other 2 Welsh NPA the joint position statement 'Landscapes for Everyone' to ensure socio economic considerations are embedded within it	Green	Green	→	Progress Status: In Progress/ On Track. Statement in process to going to all WNP NPAS or similar. Paper and cover report presented to NPA in December and noted by Members. Now available on PCNPA website.

Work Stream: Engagement

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Engagement: Facilitation of Youth Committee	Green	Green	→	Progress Status: In Progress/ On Track. In January the Committee met on two occasions and Youth Ranger's met once. In addition a workshop was held for Youth Rangers and Committee Members under the banner of 'Pembrokeshire Coast Next Generation'. At the event attend by 9 young people and held at Scolton Woods, the group discussed the final edits to the Pembrokeshire Youth manifesto and plans for the recently funded mural project. A second workshop will be held in February to work with an artist on this project. The young people have also been planning their attendance at the NPUK Youth residential - four young people will be attending from Pembrokeshire.

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Engagement: Facilitation of Volunteer Forum	Green	Amber	↓	Progress Status: In Progress/ Behind. Scheduled meeting cancelled due to low numbers Meeting delayed until volunteer review has been taken to NPA meeting on 9 Feb. Will hold discussions with forum and other volunteers as to the way forward and how to engage more volunteers in the forum
Engagement: Engagement Action Plan group - engagement with Members, staff and Leadership Team to progress priorities within the plan/ identification of future priorities for the action plan	Green	Green	→	Progress Status: In Progress/ On Track. Meeting held in October, focused on diversity and engagement. Experiences for All consultant attended to talk about the research/ engagement carried out, useful discussion had with officers present in relation to this work. Walkability officer attended and talked about the Total Communication proposal. Next meeting of group arranged for February.
Engagement: Involvement of Members, Staff, stakeholders and the public in the review of the Authority's priorities and Well-being Objectives	Green	Green	→	Progress Status: In Progress/ On Track. Draft Well-being Objectives out for consultation.

Well-being Objective – Communities

Work Stream: Community Activities and Projects benefiting the Park and People

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# community project/ engagement activities ytd	483	500	685	TIR		
# social action participant days ytd	58	98	169	TIR		Includes sessions with Pembrokeshire College Students.

↑ Improving Trend → Static Trend ↓ Worsening Trend BM= Benchmarked against previous year BD= Baseline Data
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# community events held at centres ytd	5	19	33	TIR		
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Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Engagement: Rangers community liaison work and participation in local Community Safety Partnership and Rural Crime Partnership	Green	Green	→	Progress Status: In Progress/ On Track. Meetings have reduced in frequency following acute phase of Covid pandemic.
Project: Stitch in Time project engagement with Communities	Amber	Amber	→	Progress Status: In Progress/ On Track. No volunteer activities during January. Main focus during January was completing the project tool kit and sending round project partners for comment. Completing the quarter 3 2021 claim was a priority in which the levels of engagement from landowners were evaluated. To date 51 instances of advice has been provided by the project officer to enquiries made from the public.
Ways of Working: Centres engagement activity with local communities. (Individual one for each centre)	Green	Green	→	CH: Progress Status: In Progress/ On Track. Value independence volunteer have returned and will be visiting and volunteering on the site on a bi-weekly basis. Cymraeg i Blant penfro have returned and Castell Henllys staff helped in the delivery of their Mari Lwyd session for Hen Galan. OYP: Progress Status: In Progress/ On Track. VSM has been helping a group of locals to gather the thoughts and ideas of local residents and those who work in St Davids on how the City could cope better with the seasonal influx of tourists. Oriol y Parc was one of three locations to host a feedback box for local residents to post back their surveys. The centre has helped to promote the Festival of Ideas taking place in the City in late March. The St Davids Room hosted an exhibition by local group CHERISH, relating to archaeology and climate change. Oriol y Parc officially launched as a Keep Wales Tidy litter picking hub on Monday 31st January. The

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				<p>centre hosted a community litter pick in St Davids with school children from the local junior school helping to litter pick as well as members of the local community 8 bags of litter were collected.</p> <p>Carew: Progress Status: In Progress/ Behind. We continue to engage with our local community through the Community Council. Engagement with local schools etc. has been restricted due to Covid, but we have recently hosted several school visits. We have also had visits from other local groups such as Pembrokeshire WI and National Trust. We are seeing many local people frequenting Nest Tearoom in the Walled Garden on a regular basis and using it as a safe, outdoor meeting place.</p>
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Work Stream: Sustainable Development Fund – Supporting Community Decarbonisation Projects

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/21 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# SDF community decarbonisation projects approved ytd	4	5	9	Trend		October SDF Committee - 3 Renewable Energy: Narberth and District Community and Sports Association Solar PV Panels, Cwm Arian Solar PV panels on Stiwdio, Ludchurch Village Committee Hall Battery storage for PV panels. 1 Other: Awel Aman Tawe education project with 6 Pembrokeshire schools engaging pupils in energy reduction and climate change activities using music and arts.
# SDF Community Decarbonisation Projects Completed ytd	0	3	6	Trend		Completed Q3 - 2 Renewable energy projects completed using SDF funding: Theatr Gwaun

↑ Improving Trend → Static Trend ↓ Worsening Trend
 BM= Benchmarked against previous year
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						Solar panel installation, Herbrandston Sports and Recreation Association Solar panels installation. 1 Other projects completed using SDF funding: Cwm Arian Renewable Energy research study into energy reduction and behaviour change in North Pembrokeshire Communities.
% of Sustainable Development Fund allocated ytd	35.96	26.99	47.29	100% (Annual)		4 applications considered and approved in October committee meeting. Budget of £190,000 allocated for 2021/22.

Work Stream: Planning Service – Enforcement, Placemaking and Community Engagement

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
% of enforcement cases investigated (within 84 days) ytd	93.15	95.05	80.63	BM		
Average time taken to investigate enforcement cases in days ytd	60.67	59.50	118.30	BM		
Average time taken to take enforcement action in days ytd	76	67	104.33	BM		
# retrospective planning applications registered ytd	2	10	17	Trend		

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Engagement: Planning Service engagement with Community Councils	Green	Green	→	Progress Status: In Progress/ On Track. On-going positive engagement with community councils including officers attending meetings where requested.

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Well-being Objective – Culture

Work Stream: Historic Inspiration and Experiences

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January					Comments
	Actual	Actual	Actual	Original Target	Revised Target	RAG	Trend	
	# Visitors to Carew Castle ytd	11,189	43,150	43,495	TIR			
Carew Trip Advisor rating 1-5	4.5	4.5	4.5	4.5		Green	→	Google Review Rating: 4.6
# Visitors to Castell Henllys ytd	4,931	12,172	12,297	TIR				2020/21 data impacted by COVID 19 closures. 2019/20 ytd – 16,819
Castell Henllys Trip Advisor rating 1-5	4.5	4.5	4.5	4.5		Green	→	Google Review Rating: 4.6

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1- Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# participants in historical activities and events ytd	540	10,600	11,839	TIR		2019/20 ytd – 15,451
# people engaged with through education programme at Castell Henllys ytd	192	476	1,367	TIR		41 sessions ytd. Includes sessions with schools not based in Pembrokeshire. 2019/20 ytd – 3,317.
# people engaged with through education programme at Carew ytd	48	239	381	TIR		10 sessions ytd. 2019/20 ytd – 1,296.

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Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
COVID 19 Recovery Activity: Re opening of Castell Henllys to visitors (informed by risk assessment and adapted approaches.)	Green	Green	→	Progress Status: In Progress/ On Track. Risk assessments updated on the 28th of January to be in line with WG guidelines and regulations.
COVID 19 Recovery Activity: Re opening of Carew Castle and Mill to visitors (informed by risk assessment and adapted approaches.)	Green	Green	→	Progress Status: Complete/ On Track. This action is now complete. The Castle and Mill reopened fully to the public earlier in 2021 and follow all risk assessments and safety precautions in line with government restrictions.
Project: Development of Interpretation in the exhibition room at Carew Castle	Green	Green	→	Progress Status: In Progress/ Behind. This project was delayed due to Covid 19, however the work on this project is well underway. We aim to have this completed in 2021 to open in the 2022 season.

Work Stream: Art Inspiration and Engagement

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January			
	Actual	Actual	Actual	Original Target	Revised Target	Comments
# visitors to gallery at Oriely Parc ytd	997	12,726	13,016	TIR		Gallery re-opened on 17th May following lifting of restrictions.

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2020/21 Q1 – Q2 (April - Nov)	2021/21 Current Period: Q1- Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
# participants school holiday art workshops for children	N/A	68	113	TIR		71 Children. 42 Adults.

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Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
COVID 19 Recovery Activity: Re opening of the gallery at Oriel y Parc to visitors (informed by risk assessment and adapted approaches.)	Green	Green	→	Progress Status: Complete/ On Track. Gallery is now fully open, following Covid-19 government guidance.
Project: School Holiday art workshops at Oriel y Parc	Green	Green	→	Progress Status: In Progress/ On Track. An artist has been scheduled to deliver a half term workshop celebrating St Davids Day and linking with our Dragon Parade for Feb Half Term. Schools have been offered workshops with Small World Theatre to create Dragons for this years' parade.
Strategic Partnership: Joint curation of Exhibitions with Amgueddfa Cymru/ National Museum Wales	Green	Green	→	Progress Status: In Progress/ On Track. Interviews took place with PCNPA staff throughout January, undertaken by design company PDR to gather information on the gallery at Oriel y Parc and its users. The PCNPA Interpretation Officer continues to work closely with NMW to curate the exhibition. VSM has attended an online meeting discussing the content of the exhibition and has offered feedback. Plans are being discussed for the opening of the new exhibition.
Project: Develop a range of digital and supplementary online materials for exhibitions at OYP, to help more people to engage with art works on display	Green	Green	→	Progress Status: In Progress/ On Track. The online panel event for Land/Sea has now been uploaded onto the PCNPA YouTube channel with 52 views of the English version to date. Ideas are being discussed for online engagement for the On Your Doorstep exhibition.
Strategic Partnership: Participation in Inspire Pembrokeshire	Green	Green	→	Progress Status: In Progress/ On Track. Oriel y Parc January events & exhibitions were added to the platform. The VSM will continue to ensure the centre's data is uploaded and will help to promote the platform when possible.

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Work Stream: Historic Environment - Historic Buildings and Community Archaeology

Measure - Data Available Quarterly	2020/21 Q1- Q3 (April – Dec)	2021/22 Q1 – Q2 (April – Sept)	2021/22 Current Period: Q1- Q3 (April – December)					
	Actual	Actual	Actual	Target	Revised Target	RAG	Trend	Comments
% Buildings at Risk	5	5	5	<6		Green	→	
# listed building applications determined under CADW delegated scheme	N/A	12	19	BD				
# of archaeological sites where conditions have improved	137	121	170	Trend				Measures being reviewed.
# of archaeological sites where conditions have improved with the help of volunteers and social action participants	116	97	131	TIR				
# participants in heritage guardian sessions	N/A	189	221	TIR				In addition an evaluation event was held with various schools on 5/10/21 for the Heritage Guardian Project.
# of heritage guardian sessions	N/A	4	5	TIR				

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Scheme: Delivery of Safeguarding Ancient Monuments Scheme	Amber	Green	↑	Progress Status: In Progress/ On Track. By January, almost 96 percent of all the accessible sites being monitored by heritage volunteers had received at least one visit or more. In total 194 visits have taken place to scheduled monuments since the scheme began in 2020. In January, 16 visits took place to scheduled

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				monuments between heritage volunteers and the community archaeologist. In January, all forms submitted had been processed and saved. Assessing the forms continues and a number were assessed in January to determine actions that need to take place at the scheduled monuments assessed. Some of the visits took place jointly between the community archaeologists and some heritage volunteers and some onsite training took place so that volunteers knew what issues to look out for and also how to assess these for the purpose of submitting data. They also learnt how to find and identify features.
Scheme: Heritage Guardians activities with schools and colleges	Green	Green	→	Progress Status: In Progress/ On Track. No action or activity took place in January relating to Heritage Guardians. The evaluation report will be reviewed in spring 2022 and recommendation considered and appropriate aspects of the project will be implemented in conjunction with the wider education offering by the Authority.
Event: Annual Archaeology Day	Green	Green	→	Progress Status: In Progress/ On Track. During January, work continued to edit the Archaeology Day 2021 content ready for the YouTube channel. No other activity took place in relation to this event and a planning meeting is scheduled to take place in March, this will include a review of the feedback from the 2021 event.
Project: Activities to support digital community archaeology interpretation offer	Green	Green	→	Progress Status: In Progress/ On Track. During January, no significant developments took place but work continues to develop the content for Castle Point Old Fort, Fishguard and also in relation to the Oriel y Parc archaeological artefacts.
Project: Delivery of Community Archaeology excavations and projects (focus on opportunities linked to Castell Nevern and Ancient Connections project)	Green	Green	→	Progress Status: In Progress/ On Track. During January, the Authority supported the CHERISH team in preparation of their exhibition at Oriel y Parc, this included helping put together videos of the project,

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				including a virtual talk from Archaeology Day about Caerfai. The Community Archaeologist also did a BBC Radio Cymru interview about the exhibition and talked about the impact of climate change on Pembrokeshire's heritage. The exhibition will be in place until 27th of February 2022. The Authority also continues its support for Nevern Community Council with managing and developing Nevern Castle. The warden team for the area have undertaken scrub clearance. The Community Archaeologist visited the site to capture drone videos and photos showing the clearance at the Community Council's request. They were very pleased with the work. The drone footage was shared with the Nevern Castle Committee and Durham University, both of which will be using the footage to publicise the site. Also, Authority staff continue to attend virtual meetings held by the Nevern Castle Committee about the site. In addition, the Community Archaeologist also prepared a draft for proposed conservation work on the square tower in collaboration with Durham University. This has been shared with Cadw and the Authority awaits feedback.
Project: LIDAR survey and associated activities	Green	Green	→	Progress Status: In Progress/ On Track No activity took place in January, however the data capture of lidar and aerial photographs will hopefully take place in mid to late February 2022.
Strategic Partnership: Collaboration and activities with partners via Heritage Watch Scheme	Green	Green	→	Progress Status: In Progress/ On Track. During January, a catch-up meeting took place between PCNPA, Cadw, Dyfed-Powys Police and DAT to discuss cases and also training opportunities. PCNPA also shared photos and assessment of issues at Bedd Morris and Carn Ffoi Camp with Cadw including potential mitigation for the two sites. Heritage volunteers who visit the sites have also been made aware and will look out for issues during future visits. In January, the warden team also infilled holes left at St Patrick's Chapel as a result of

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				unauthorised metal detecting and also burrowing. Virtual training scheduled for Dyfed-Powys Police officers and PCSOs on heritage and cultural property crime did not go ahead due to COVID. It is hoped this will be re-arranged in due course.
Strategic: Review of Conservation Areas within the Park	Green	Green	→	Progress Status: In Progress/ On Track. Review of conservation areas progressing.

Work Stream: Promoting the Welsh Language - Skills, opportunities and inspiration

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
% of staff with Welsh Language skills at Work Welsh Level 1 or above	N/A	40	42	BD		
# of staff who have completed Work Welsh online course ytd	12	3	3	Trend		
# events and activities delivered in Welsh ytd	10	11	27	TIR		Includes Dished y Dysgwyr sessions at Castell Henllys – number of attendees for Q2 Sessions and 1 Q3 session not known.
# participants in events and activities delivered in Welsh ytd	59	100	310	TIR		
# education programme sessions delivered in Welsh ytd	5	20	36	TIR		
# participants in education programme sessions delivered in Welsh ytd	184	552	1,047	TIR		

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Project: Developing Castell Henllys as a Welsh Language Hub	Green	Green	→	Progress Status: In Progress/ On Track.

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				Dished y Dysgwyr will return in February half term, it is intended to have a dedicated member of staff to lead the session. It is also intended to hold Welsh language sessions on Friday mornings during the school holidays which is basically our normal Experience the Iron Age that would be appropriate for fluent Welsh and Welsh learner groups.
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Well-being Objective – Global

Work Stream: Responding to Climate Change Emergency

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Project: Network of Electric Vehicle Charging Points. (S6)	Amber	Amber	→	Progress Status: In Progress/ Behind Installation of EV Charging network ongoing, some delays experienced with WPD, wayleave agreements, etc.
Ways of Working: Continuation of Centres achieving Green Key Awards and biodiversity and carbon and waste reduction is promoted on their sites. (S6)	Green	Green	→	CH: Progress Status: In Progress/ On Track Continuing with the coppicing of the hazel and willow trees on site. Continuing with re-assessing the retail offer and trying to reduce the amount of plastic in the shop and try to source more local products. OYP: Progress Status: In Progress/ On Track. Application submitted in June, awaiting feedback from green key representative. Carew: Progress Status: Complete/ On Track Carew currently holds the Green Key Award.
Strategic: Monitoring progress against NPMP Responding to Climate Change Emergency Action Plan and realign our carbon methodology to the Welsh Government Methodology for public bodies.	Green	Green	→	Progress Status: In Progress/ On Track Spreadsheet for 2019/20 and 2020/21 submitted to Welsh Government, meeting October 31st deadline. Data added to Performance Reporting system. Officers continue to liaise with external consultants carrying out Designated Landscape Project. Internal group co-ordinating data collection met in January. Alongside looking at baseline

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				data report provided by Aquatera, group looked at improving records and it is likely we will be able to record equipment emissions for 2021/22 and it was noted that meetings had been held around data capture in terms of fleet electric vehicles and charging point usage. It was noted at the meeting that Welsh Government report is expected in March and this will impact on the calculation for 2021/22. Concern remains around the proposed 30 June deadline for future years with view that this is not realistic and September/ October deadline being a lot more feasible.
Ways of Working: Create Environmental Management Recording System aligned to Welsh Government Methodology. (S6)	Green	Green	→	Progress Status: In Progress/ On Track Findings within the baseline report from Aquatera have been discussed and fed back. Stage 2 workshops are pending.
Ways of Working: Greening our Fleet. (S6)	Amber	Amber	→	Progress Status: In Progress/ Behind. The first two electric vans have been delivered to the Authority, pending activation of the charging infrastructure at Llanion, it is hoped that they will come on stream in early February. A build date of 25/2/2022 have been advised for one of the outstanding vans with no further build dates for the balance as yet (due to the worldwide chip shortage).
Ways of Working: Greening our Equipment (S6)	Green	Green	→	Progress Status: In Progress/ Behind. The demonstration event of electric powered tools and machinery at Castell Henllys was very well received by the team. Unfortunately, not all of the equipment available was durable enough for some of PCNPA's use. However, we invested in a new battery powered mower for Castell Henllys as the existing John Deere ride-on mower is over 8 years old. The replacement battery powered mower proved cheaper to purchase than an equivalent John Deere, makes quite a positive difference in terms of environmental footprint and reduces noise pollution on the site whilst cutting too.
Project: Greening our Buildings (S6)	Green	Green	→	Progress Status: In Progress/ On Track.

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				Greening of Buildings included with Authority's decarbonisation plan. Small scale measures on going as part of the Building Maintenance programme.
Project: Installation of Photovoltaic PV Generation at Cilrhedyn Workshop (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Consultants appointed, tender documents being prepared, work scheduled for Summer / Autumn 2022/23.
Project: Creation of exemplar Integrated site Plan and Monitoring/ data regime for Trefin site acquired through SLSP for carbon sequestration (in partnership with local community and with cross team involvement) (S6)	Green	Green	→	Progress Status: In Progress/ On Track. All fencing works are now complete. 25 volunteer days were spent planting new hedgerows on Trefin. Management plan still to be finalised.
Project: SPSL Community Woodland (S6)	Green	Amber	↓	Progress Status: In Progress/ Behind. Officers are in discussions with landowners regarding a potential purchase
Project: Commons Resilience Project (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Scrub clearance work has been undertaken at Rhos Hescwm and Wern Common, and Rhododendron treatment has been done at Cwm Dewi, under the National Peatlands Action Programme.
Project: Review the UKCP18 Climate Change predictions and implications for future management and adaptation at our Freshwater East site and implement the recommendations from the review at our Carew site. (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Reviewing of final report for Freshwater east is underway.
Strategic Partnership: Participation in Pembrokeshire Energy Forum	Green	Green	→	Progress Status: In Progress/ On Hold. Meetings to recommence when appropriate and as workload allows (PCC lead).
Strategic Engagement: Engagement with the Pembrokeshire Public Services Board's Environmental and Climate Change Risk Assessment for Pembrokeshire	Green	Green	→	Progress Status: In Progress/ On Track. Group met on 6th December. The project application submitted to the UK Community Renewal Fund has been successful. The project will develop a Pembrokeshire Climate Adaptation Strategy - a strategic and co-ordinated

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				approach to climate risk and climate adaptation for Pembrokeshire’s communities.
Strategic Engagement: Participation in Local Government Decarbonisation Panel, and decarbonisation related activities of NDLS and PSB.	Green	Green	→	Progress Status: In Progress/ On Track. Draft Decarbonisation report received from Aquatera and workshop organised for early February. Authority agreed to participate in Behavioural change project with Welsh Government
Strategic: Continue to provide financial support for the Coastal Bus Service (via Greenways Partnership) (S6)	Green	Green	→	Progress Status: In Progress/ On Track. Funding confirmed 2021/22. Awaiting budget to be set regarding 2022/23, draft budget going to February NPA, includes contribution via sustainable transport.
Strategic: Engagement with relevant partners to explore opportunities to improve public transport and affordable sustainable transport opportunities in the Park.	Amber	Amber	→	Progress Status: In Progress/ On Track. Work in development including brief for potential study on this issue to identify key issues/areas and options.

Work Stream: Special Qualities - Inspiration and Education

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January			
	Actual	Actual	Actual	Original Target	Revised Target	Comments
	# Changing Coast photo submissions ytd	342	375	381	TIR	

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - December)	2021/22 Q1 – Q2 (April – September)	2021/22 Current Period: Q1- Q3 (April – December)			
	Actual	Actual	Actual	Target	Revised Target	Comments
	# participants in Cynefin related education sessions delivered ytd	N/A	3,689	5,065	BD	
# of Cynefin related education sessions delivered ytd	N/A	75	118	BD		

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# participants in PCNPA's education programme ytd	2,174	4,395	6,563	TIR		2019/20 ytd – 8,286
# participants in public events and activities programme ytd	2,293	17,263	20,744	TIR		2019/20 ytd – 33,684
# volunteer days – conservation wildlife survey or monitoring ytd	82	171	184	TIR		2019/20 ytd – 221.5
# volunteer days – heritage sites monitoring ytd	62	20.5	25.5	TIR		

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Ways of Working: Activities to realign our education offer with the New Curriculum, focusing on 'Cynefin'	Green	Green	→	Progress Status: In Progress/ On Track Liaising with some Milford schools via Roots project to support Cynefin. Preparing for Educators workshop which will look at Wellbeing and Climate Change.

Governance, Financial Sustainability, Workforce Development and Resilience

Work Stream: Long Term Planning

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Strategic: Review of the Authority's priorities, well-being objectives and associated resources	Green	Green	→	Progress Status: In Progress/ On Track. Draft Wellbeing Objectives out to consultation.
Strategic: Carew Causeway 5 year plan. (Year 3 activities)	Green	Green	→	Progress Status: Complete/ On Track. Works completed March 2021 (Years 1 & 2), next phase (Year 3) planned for March 2022 (funding approval from NRW pending).
Project Development: Engagement with WG Sustainable Landscapes, Sustainable	Amber	Amber	→	Progress Status: In Progress/ On Track.

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Places Scheme (Project bid development and delivery)				Successful project visit organised with WG Designated Landscapes and Countryside Access officer. Visited 2020/21 projects including land at Trefin, Discovery Points, Electric Charging points and SDF recipient Theatr Gwaun. Current 5 projects ongoing; SDF on track with another round of funding scheduled for March 2022. Access to the National Park, EV charging and greening the fleet on track. Greening agriculture, on track, possible underspend being discussed. Community woodland purchase delayed, update provided to WG officer. 2 collaboration projects on track.
Ways of Working: Develop business continuity approach informed by our COVID 19 response experience	Green	Amber	↓	Progress Status: In Progress/ On Track Draft prepared.
Strategic Engagement: Monitor and respond to legislative, policy and operational impacts and opportunities as a result of UK withdrawal from EU.	Green	Green	→	Progress Status: In Progress/ On Track. Monitoring continues.

Work Stream: Fundraising and Income Generation

Measure – Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January			
	Actual	Actual	Actual	Original Target	Revised Target	Comments
£ from sponser a gate scheme ytd	5,400	15,000	15,000	TIR		25 gates/benches sponsored ytd.
£ from cashless donation pilot Oriel Y Parc ytd	208.5	720	738	TIR		6 donations received totalling £18 in January.
£ Centres Merchandise ytd	74,226.03	219,026.00	222,547.56	TIR		2019/20 ytd – 217,055.53
£ Admissions Carew & Castell Henllys ytd	68,242.48	258,932.33	260,319.29	TIR		2019/20 ytd – 211,632.06
£ Centres Other Income ytd	9,415.47	50,526.95	51,867.45	TIR		2019/20 ytd - 70,875.07

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£ Cafe Rental Income – Castell Henllys and Oriel Y Parc ytd	9,749.87	25,467.00	25,467.00	TIR		
£ Carew Cafe Sales Income ytd	31,297.30	109,505.75	109,505.75	TIR		2019/20 ytd - 70,564.43

Action	2021/22 December	2021/22 Current Period – January			
	RAG	RAG	Trend	Comments	
Strategic Partnership: Providing continued support to Pembrokeshire Coast National Park Trust.	Green	Green	→	Progress Status: In Progress/ On Track. A successful Trustee meeting was held updating progress on Q3. Funding for a number of projects has been given to NPA - Wild About Woodlands £3000, Make More Meadows £7,000, Outdoor Schools £3500, Roots education £10,000. Charity director appointed.	
Ways of Working: Funding Progress for Prioritised Projects	Green	Green	→	Progress Status: In Progress/ On Track. Meetings have been held with officers regarding large scale project ideas; Wild Coast, Oriel Y Parc hub.	

Work Stream: Health and Safety

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)					
	Actual	Actual	Actual	Target	Revised Target	RAG	Trend	Comments
# RIDDOR (Reportable Incidents) ytd	2	1	1	0		Red	→	
# accidents (Injury) over 3 days/ up to 7 days absence ytd	0	0	0	0		Green	→	
# accidents (Injury) Minor incidents ytd	0	6	8	Trend				

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# vehicle damage incidents ytd	6	3	4	Trend				
# conflict incidents ytd	0	1	2	Trend				
# safeguarding incidents ytd	0	0	0	Trend				

Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Ways of Working: Delivery of Health and Safety Training Programme 2021/22	Green	Green	→	Progress Status: In Progress/ On Track. Mandatory Health & Safety training has continued during the month, with a final push on first aid refresher training now that Covid-19 rules have relaxed. The law regarding trailer towing changed in December 2021, resulting in fewer companies providing training. PCNPA have now sourced a new provider and training will take place in March 2022.
Ways of Working: Develop a Digitised Health and Safety Reporting process	Green	Green	→	Progress Status: In Progress/ On Hold. This project was due for delivery but has been requested to be put on hold, so that Microsoft 365 can be utilised for delivery of this objective.
Ways of Working: Develop a digitised site inspection process	Green	Green	→	Progress Status: In Progress/ Behind. Work continues due to the temporary GIS support from the Park Direction Team. Further progress will very much depend on formalising GIS support in the longer-term.

Work Stream: Improving how we work: Digital Approaches and Infrastructure

Actions	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Project: IT back up infrastructure project	Green	Green	→	Progress Status: Complete/ On Track. Action completed in November. Final servers switched off in November - Project is complete.

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Ways of Working: Digital Transformation activities, focusing on developing a strategic digitalisation plan.	Green	Green	→	Progress Status: In Progress/ On Track. All user accounts have a Multifactor Authentication method enabled with a system mandate now in place. Testing for Phase 2 (OneDrive and Office 365) is in progress to determine the roll out method.
Project: Implement and train staff in new HR system	Green	Green	→	Progress Status: Complete/ On Track. Project completed in August.

Work Stream: Members Development and Governance

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January					Comments
	Actual	Actual	Actual	Original Target	Revised Target	RAG	Trend	
# Committee Webcasts ytd	23	24	26	Trend				Jan: SDF 19/01/2022 1 view. DM 26/01/2022 18 views.
# People viewing online webcasts for Committees ytd	269	401	420	BM				
% Member Attendance at Committee ytd	91.91	86.29	86.62	75		Green	↑	
% Member attendance at training ytd	81.67	62.50	62.50	65		Amber	→	

Action	2021/22 December	2021/22 Current Period – January			Comments
	RAG	RAG	Trend		
Governance: Support Members with virtual Committee Meetings and carry out activities to support move to potential hybrid or face to face meetings.	Green	Green	→	Progress Status: In Progress/ On Track. All public Authority/Committee meetings continue to be held remotely. Work progresses on the development of the Green Room for multi-locational meetings and Microsoft Teams is being introduced to enable meetings to continue to be held remotely while circumstances/restrictions require it.	

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Governance: Relevant Delegations are in Place	Green	Green	→	Progress Status: In Progress/ On Track. Extended delegated powers working well. Due to ongoing COVID-19 restrictions, an extension of delegated powers has been agreed by the Authority until 31 December 2022.
Governance: Support to the Member Support and Development Committee and achieving the Wales Advanced Charter for Member Support and Development	Green	Green	→	Progress Status: Complete/ On Track. Although the Authority has been awarded the Advanced Charter for Member Support and Development, work will continue on ensuring that Members are supported in their role(s) going forward and, in particular, looking towards an influx of new Members following the forthcoming local government elections.

Work Stream: Corporate Compliance and Standards

Measure - Data Available Monthly	2020/21 January	2021/22 December	2021/22 Current Period – January			
	Actual	Actual	Actual	Original Target	Revised Target	Comments
% Positive/ neutral media coverage ytd	99.33	100	100	Trend		
# formal complaints received ytd	15	7	8	BM		

Measure - Data Available Quarterly	2020/21 Q1 – Q3 (April - Dec)	2021/22 Q1 – Q2 (April - Sept)	2021/22 Current Period: Q1 – Q3 (April – December)					
	Actual	Actual	Actual	Target	Revised Target	RAG	Trend	Comments
# complaints concerning the Welsh Language made to the Authority ytd	0	0	0	BM				
# complaints to Welsh Language Commissioner regarding alleged failure to comply with Welsh Language Standards ytd	0	0	0	0		Green	→	

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% of new and vacant posts advertised Welsh Language essential ytd	31.25	23.08	21.74	BM				
# Welsh Language Impact Assessments completed ytd (Completed as part of integrated assessments)	0	1	2	Trend				Completed as part of integrated assessment on high level strategy on a page and Well-being Objectives (for consultation)
# Data Protection Impact Assessments completed ytd	1	3	3	Trend				
# Data Protection Breaches reported to ICO ytd	0	0	0	0				
# of Freedom of Information requests	13	8	10	Trend				
# of Environmental Information Requests responses ytd	17	8	11	Trend				
# of Subject Access Requests	0	2	2	Trend				
% of Freedom of Information responses within required timeframe ytd	100.0	87.5	90.0	100%		Amber	↑	1 response outside 20 working days in Q1.
% of Environmental Information Regulations responses within required timeframe ytd	94.12	87.50	90.91	100%		Amber	↑	1 response outside 20 working days in Q1.
% of Subject Access Requests responses within required time frame ytd	No SAR's Received	50	50	100%		Red	→	1 response outside calendar month timescale in Q1.

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Action	2021/22 December	2021/22 Current Period – January		
	RAG	RAG	Trend	Comments
Ways of Working: Respond to Audit Wales recommendations – 5 Ways of Working.	Green	Green	→	Progress Status: In Progress/ On Track. Draft business continuity plan created. Audit Wales met with staff, Members and external stakeholders in October in relation to this year’s field work focused on Sustainable Tourism. Initial feedback meeting held between PCNPA Chief Executive and Audit Wales. Audit Wales carried out wider survey of tourism businesses, survey promoted by Visit Wales and by the Authority on its website and wider social media channels. Awaiting report from Audit Wales.
Accountability Respond to Internal Audit Recommendations.	Green	Green	→	Progress Status: In Progress/ On Track. Agreed recommendations be actioned
Accountability: Further develop corporate approach to data protection compliance.	Green	Green	→	Progress Status: In Progress/ On Track. Data Protection Policy circulated to staff and uploaded to HR system for people to sign that they have read policy. LIDAR DPIA ongoing. Data Protection breach reporting procedure and form now available on intranet. Liaising with Data2Action around arrangements for online data protection training for staff.
Accountability: Communication of corporate policies and standards.	Amber	Amber	→	Progress Status: In Progress/ On Track. Senior Management and HR issuing guidance to staff in relation to COVID 19 situation and impact on Authority work and workplace. Awaiting new share point system to be in place to re look at how policies displayed on system to staff. Corporate Document monitoring spreadsheet in process of being updated. Data Protection policy circulated to staff and uploaded to HR system for staff to sign that they have read policy.
Accountability: Annual performance report on Welsh Language Standards	Green	Green	→	Progress Status: Complete/ On Track. Action completed in June. Annual report on Welsh Language Standards agreed at NPA on the 16 June 2021. Report submitted to the Welsh Language

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				Commissioner. Work has commenced on gathering evidence for 2021/22 annual report.
Accountability: Annual Equality report	Green	Green	→	Progress Status: Complete/ On Track. Action Completed in September. Annual Equality Performance Report 2020/21 incorporated into the Annual Report on Well-being Objectives/ Improvement Plan approved at NPA held on the 28th July and published on website in September.