

## REPORT OF PERFORMANCE AND COMPLIANCE CO-ORDINATOR

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### **SUBJECT: ANNUAL REPORT ON MEETING WELL-BEING OBJECTIVES (IMPROVEMENT PLAN PART 2) 2018/19**

Under the Local Government (Wales) Measure 2011, the Authority is required to publish an Improvement Plan Part 2 by 31<sup>st</sup> October. The Well-being of Future Generations Act 2015 also places a duty on the Authority to set out its Well-being Objectives and to demonstrate how these contribute to the Welsh Government's seven Well-being Goals. Under the legislation each year bodies must publish an annual report showing the progress they have made in meeting their objectives. They must also demonstrate how they have applied the 5 ways of working under the sustainable development principle of Long Term, Prevention, Integration, Collaboration and Involvement.

This document is both the Authority's Improvement Plan Part 2 and its annual report on progress made against its Well-being Objectives. It also acts as our annual equality report (see Objective 1, 3, 4, 5, 6 and Appendix 1.)

A number of data sets included in this report have previously been reported in performance reports and have been reviewed and subsequently amended where needed.

This report outlines progress against the work programme proposed in the Authority's Corporate and Resources Plan for the year 2018/19.

In 2018/19 the Authority also completed the Future Generations Commissioners' "Progress towards well-being objectives - Self Reflection Toolkit" and attended a workshop to help public bodies learn together and evaluate each other's responses. In order to take account of this a journey checker table has been included under each objective noting our direction of travel towards achieving it.

#### Compliance

The National Park Authority is required to comply with the Well-being of Future Generations (Wales) Act 2015, Local Government (Wales) Measure 2011 and Equality Act 2010.

#### Human Rights/Equality issues

The document incorporates the Authority's annual equality report and Authority recruitment and workforce diversity information in line with the reporting requirements of the Equality Act 2010.

#### Sustainable Development Principles

The Well-being of Future Generations Act requires public bodies to act in accordance with the sustainable development principles. In this plan we have

highlighted how the sustainable development principles are embedded in the Authority's work.

Welsh Language statement

The document will be published in both English and Welsh on the Authority's website and references performance information on the Welsh Language.

**Recommendation:**

**Members are requested to approve the Improvement Plan Part 2 and Annual Report on meeting Well-being Objectives 2018/19**

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

# Pembrokeshire Coast National Park Authority

## Annual Report on Meeting Well-being Objectives (Improvement Plan Part 2) – 2018/19



Parc Cenedlaethol  
Arfordir Penfro  
Pembrokeshire Coast  
National Park

<b>43,018</b> web walks downloaded from PCNPA website	<b>15</b> years of Conserving the Park Scheme	Summer Rangers – Reaching new audiences and engaging with communities	<b>8</b> PCNPA beach wheelchairs hosted at local venues
<b>975.5</b> conservation volunteer days	<b>729</b> Changing Coast submissions	<b>423</b> people engaged in beach cleaning activities	Engaging people in decorating new round house at Castell Henllys
Creating bug hotels and wildlife gardens with local schools	<b>86.92%</b> of PROW open and accessible	<b>95</b> affordable housing units approved	<b>10,821</b> people engaged with through our education programme
<b>1,730</b> participants in Walkability sessions	Implementing planning document management system	<b>26,736</b> KwH generated by PCNPA PV panels	<b>6</b> Hectares of new pollinator habitat created
<b>622</b> participants in events delivered in Welsh	<b>249</b> stall holders participating in events at our centres	Coast Exhibition at Oriol Y Parc	<b>4,755</b> people engaged with through social inclusion activities

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**Needle Rock, Fishguard Bay**

## Introduction

This documents sets out Pembrokeshire Coast National Park Authority's (PCNPA) contribution and performance in 2018/19 against its well-being objectives. It also shows how we have applied the 5 ways of working under the Well-being of Future Generations (Wales) Act in our work and acts as our annual equality report (see Objective 1, 3, 4, 5, 6 and Appendix 1)

We would like to thank staff, Members, volunteers, partners and communities within and beyond the Park for helping us deliver activities highlighted in this document.

During this period “Valued and Resilient: The Welsh Government’s Priorities for Areas of Outstanding Natural Beauty and National Parks” was published and this will influence the future work of the Authority.

## Pembrokeshire Coast National Park

Pembrokeshire Coast National Park was designated in 1952 under the National Park and Access to the Countryside Act 1949. The National Park covers an area of 612km<sup>2</sup>, with approximately 23,000 people living in some 50 community council areas. Most of the National Park is in private ownership with the Authority owning only about 1%.





## Pembrokeshire Coast National Park Authority

The Pembrokeshire Coast National Park Authority was created as a free standing special purpose local authority under the 1995 Environment Act (the Act). The Authority consists of 18 Members, 12 nominated by Pembrokeshire County Council and six appointed by the Welsh Government.

## Park Purposes and the National Park Management Plan

The Environment Act 1995 specifies that the Purposes of a National Park Authority are

- ❖ **To conserve and enhance the natural beauty, wildlife and cultural heritage of the park area**
- ❖ **To promote opportunities for the understanding and enjoyment of the special qualities of the area by the public.**

The Act also states that in pursuing the above purposes the Authority has a duty to seek to foster the social and economic well-being of local communities.

Every five years the Authority is required to produce a National Park Management Plan which sets out how it would like to see the National Park managed, not just by the Authority itself, but by the other agencies and organisations whose activities might impact on the Park.

The Authority is the statutory planning authority for the National Park area and is responsible for the preparation of the Local Development Plan.

Both the Authority's Local Development Plan and National Park Management Plan are in the process of being reviewed in line with relevant review and development timescales and processes.

## Our Well-being Objectives and their contribution to the Welsh Well-being Goals

PCNPA Well-being Objectives	How we contribute to Welsh Well-being Goals
<b>Prosperity:</b> To encourage and support the development of sustainable employment and businesses, particularly in tourism & recreation.	Contributes to a 'Prosperous Wales' and a 'Resilient Wales' by encouraging the development of new and existing businesses in a sustainable manner, promoting skills development and supporting the tourism and recreation industry. Whilst ensuring this is done in a way that discourages the unsustainable use of natural resources. Maintaining and promoting tourist assets in the Park including the coast path should support a 'Healthier Wales.'

<b>Resilience:</b> To improve the health of the National Park's ecosystems.	Nature based approaches that encourage biodiversity and connectivity and planning policies promoted by the Authority support the healthy functioning of ecosystems in the Park contributing to a 'Resilient Wales'. The Authority supports a 'Wales of Cohesive Communities' through promoting a place based approach through working with landowners, volunteers and communities on conserving the Park.
<b>Health and Well-being:</b> To enable and encourage more people to improve their well-being by making a greater use of the National Park regardless of their circumstances.	Activity in the outdoors, such as walking or cultural and heritage activities, can improve feelings of well-being, reduce stress and be inspirational. By promoting more regular use of the outdoors, encouraging volunteers and removing barriers to access this objective contributes to a 'Healthier Wales', 'More Equal Wales' and a 'Wales of Cohesive Communities.'
<b>Equality:</b> To continue to ensure equality is embedded within the work and culture of the NPA.	The Authority continues to encourage a more representative range of people to become engaged and involved with its work and the National Park, contributing to a 'More Equal Wales' and a 'Wales of Cohesive Communities.' It uses its Strategic Equality Plan and equality impact assessments to embed equality and diversity within the work and culture of National Park Authority.
<b>Community:</b> To work alongside communities to help them make the most of the NPA.	Already many communities, communities of interest such as landowners and local groups, Sustainable Development Fund recipients are engaged with and contribute to the work of the National Park Authority contributing in particular to 'Resilient Wales' and 'Wales of Vibrant Culture.' By taking a co-production approach and developing our work to engage new audiences that are representative of society we will add to a 'Wales of Cohesive Communities.'
<b>Culture:</b> To protect and promote the local culture of language, arts and heritage of the area.	Pembrokeshire and the Park has a rich culture in the arts, heritage and Welsh language that the Authority supports contributing to a 'Wales of Vibrant Culture and Thriving Welsh Language.' The authority is also engaging communities and volunteers in looking after heritage sites contributing to a 'Wales of Cohesive Communities' and a 'Resilient Wales.'
<b>Global:</b> To ensure our work makes a positive contribution to global well-being.	By reducing our carbon footprint, promoting resource efficiency and sustainable transport within the Park, working with others to support the Marine environment and educating people about the special qualities of the Park the Authority is contributing to a 'Globally Responsible Wales'.

Measures and actions were also established for governance and financial sustainability to support the Authority in effectively achieving the above outcomes now and in the longer term.

## Funding

The Authority's net expenditure is determined by the Welsh Government, by allocating the annual National Park Grant and levy, which for 2018/19 amounted to £3,887k down from £3,940k in 2017/18. This follows further reduction preceding years; in 2014/15 the Authority absorbed a £349k, or 7.4%, reduction followed by reductions of 4.1% in 2015/16 and 6.04% for 2016/17 and when the consumer prices index is applied the overall reduction in real terms since 2013/14 equates to 23.6 % or circa £1.1m. Operational savings and increased income from merchandise sales at the centres, car park income and other charges and grant income has compensated for the reduction in core funding.

## Measuring Performance – Well-being Objectives

In order to measure our performance against our Well-being Objectives the Authority has looked to gather data across a number of new areas alongside existing key and statutory indicators. This data will form a baseline for analysis on performance against our Well-being Objectives going forward. It is recognised that indicators we have used will need to adapt to external changes and be reviewed to ensure they are fit for purpose as year on year data is collated and compared going forward.

The Authority is also looking at how it can utilise qualitative data to help support analysis of its contribution and performance against the Well-being Objectives to provide a more complete analysis.

The Well-being of Future Generations (Wales) Act 2015 requires public bodies to act in accordance with the sustainable development principles of: Long Term, Prevention, Integration, Collaboration and Involvement. Throughout the document examples are provided of how we have applied these principles in practice.

In 2018/19 the Authority also completed the Future Generations Commissioners' "Progress towards well-being objectives - Self Reflection Toolkit" and attended a workshop to help public bodies learn together and evaluate each other's responses. In order to take account of this a journey checker table has been included under each objective noting our direction of travel towards achieving it.



## Well-being Objective – Prosperity

To encourage and support the development of sustainable employment and businesses, particularly in tourism and recreation.



Tenby Beach Art event

## Journey Checker – Where are we now?

Direction of Travel towards achieving our Objective					
Year	Getting Started	Making Simple Changes	Being More Adventurous	Owning our Ambition	Leading the Way
2017/18			✓		
2018/19			✓		

## 1. Submit a revised Local Development Plan.

**Ways of Working:** Long Term. Prevention. Integration. Collaboration. Involvement.

### What we did and achieved in 2018/19:

#### Local Development Plan

During 2018/19 the Authority Deposit Local Development Plan (LDP) went out for consultation, in line with timescales set out in the Delivery Agreement for the Plan. This was followed by a further focussed change stage which outlined alterations that had been proposed following responses received during consultation at the previous Deposit Plan stage.

The plan sets out planning policies to guide where development should and shouldn't happen in the Park until 2031. Under the plan parcels of land are allocated for housing, including affordable housing. The LDP also highlights areas that should be protected from development, such as open spaces, countryside and coastline. It also includes policies to support business and community developments. The Deposit LDP has been subject to a Sustainability Appraisal, Equality Impact Assessment and a Habitats Regulations Assessment and the preferred strategy also went out for consultation.

The Deposit LDP has been submitted to Welsh Government and will enter its examination phase in 2019/20.

## 2. Effective Planning Service.

**Ways of Working:** Long Term. Prevention. Integration.

### What we did and achieved in 2018/19:

**89.8%**

of all planning applications determined within time periods required in 2018/19, this is an increase on 84.91% in 2017/18 and above the 80% target. Breacon Beacons National Park Authority: 99.4%. Snowdonia National Park Authority: 74%.

**69 days**

was the average time taken to determine all planning applications in 2018/19. This is a slight decrease on 70.8 days in 2017/18 and slightly above the less than 67 days target. Breacon Beacons National Park Authority: 62 days. Snowdonia National Park Authority: 67 days.

**3.85%**

of Member made decisions against officer advice (recommendation) in 2018/19 (1 out of 26), compared to 4.88% in 2017/18 and less than the less than 5 percent target. Snowdonia National Park Authority: 0.05%

<b>100%</b>	of appeals dismissed in 2018/19 compared to 63.64% in 2017/18 and greater than 66 target.
<b>0</b>	Applications for costs at section 78 appeal upheld in the reporting period against the Authority, compared to 1 in 2017/18.
<b>1</b>	claim for costs made by the Authority against an appellant for an appeal which was withdrawn late in the process without reason.
<b>94.8%</b>	of planning applications determined under delegated power in 2018/19. Snowdonia National Park Authority: 95.42%.
<b>487</b>	Planning applications registered in 2018/19 a decrease on 590 applications registered in 2017/18.
<b>80.8%</b>	of planning applications approved in 2018/19, less than the 90% target and 85.11% in 2017/18.
<b>Implementation of online document management system</b>	A positive development for how the planning service delivers information to the public was achieved in 2018/19 with the implementation of an online document management system. The system is now live and applications are available for the public to inspect on line.
<b>Annual Planning Performance Report - Sustainable Development</b>	Every year the Authority submits to Welsh Government a planning performance report which contains our performance against the Welsh Government Sustainable Development Indicators and gives us an opportunity to provide context to our performance in these area. Measures include planning permission for new economic development on allocated employment sites and planning permission granted for renewable and low carbon energy development.

### 3. Attracting visitors and providing positive visitor offer at our centres.

**Ways of Working:** Long Term.

#### What we did and achieved in 2018/19:

<b>Carew Castle – Café and Walled Garden Development</b>	The Authority run Nest Tearoom was opened in July 2018 in Carew Castle, the first in a series of enhancements at the Castle. Nest is a cosy, bright and modern tearoom located in the Walled Garden near the Castle entrance. In addition to offering up local produce, the tearoom is also avoiding single-use plastic wherever possible with all packaging including takeaway cups being compostable or degradable. The development of Nest Tearoom has resulted in the creation of nine jobs. The final phase of enhancement works and
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	landscaping at Carew Castle's Walled Garden is currently underway and will be opening in July 2019.
<b>129,004</b>	Visitors to Oriel y Parc in 2018/19, compared to 127,205 in 2017/18, an increase of 1.4%.
<b>45,538</b>	Visitors to Carew in 2018/19, this compares to 47,710 in 2017/18, a decrease of 4.8%.
<b>18,612</b>	Visitors to Castell Henllys in 2018/19, this compares to 21,428 in 2017/18, a decrease of 13%.
<b>How does this compare to other attractions</b>	Amgueddfa Cymru – National Museum sites figures show for 2018/19 increases in visitor numbers for following sites National Museum Cardiff (5.07%), St Fagans (19.9%), Big Pit (0.68%) and Swansea waterfront (3.8%) and decrease in visitor numbers at the following sites Roman Legion (-33%), Wool Museum (-2.82%) and Slate Museum (-5.42%). <sup>1</sup>

#### **Improvement Opportunities: Long Term Vision for Centres**

The Authority will seek to commence a process of developing a long term vision for each of its centres in 2019/20 through initiating the process of developing 5 year plans for each site. The Authority has appointed separate visitor Managers for Castell Henllys and Oriel y Parc, the role previously having been shared.

#### **4. Reaching new audiences and promoting the Park as a destination.**

**Ways of Working:** Long Term. Prevention. Integration. Collaboration. Involvement.

<b>What we did and achieved in 2018/19:</b>	
<b>342,780</b>	Website Users and 1,301,963 page views for PCNPA website.
<b>42,135</b>	Followers across our social media channels in 2018/19 compared with 37,448 in 2017/18.
<b>14</b>	Filming licences were issued by PCNPA in 2018/19, the same number as in 2017/18. 65 filming enquiries were received in this time period.
<b>Development of new PCNPA website</b>	In order to improve our online offer the Authority in 2018/19 tendered for the development of a new website. The technical build and content population of the site commenced in 2018/19 with the aim of the new website going live in 2019/20. The new website will be responsive and enable people to have positive user experience whatever device they view it on.
<b>Coast to Coast</b>	The Authority has continued to provide information to visitors and local communities of events and activities going on in the Park through its Coast to Coast publication. This publication is

<sup>1</sup> Amgueddfa Cymru – National Museum Wales: [https://museum.wales/visitor\\_figures/](https://museum.wales/visitor_figures/)



distributed to venues across Pembrokeshire and is also available online through the Coast to Coast App.

## 5. Implementing new approaches to delivery of information and engagement with visitors in the south and north of the park.

**Ways of Working:** Long Term. Prevention. Integration. Collaboration. Involvement.

### What we did and achieved in 2018/19:

#### Summer Ranger – North and South

The extension of the Summer Rangers to cover the North as well as the South of the Park for the summer season of 2018/19 assisted the Authority in reaching out to new audiences. The Rangers provided on the spot information and activities, including on beaches and developed positive links with local businesses.

#### Workshops

In 2018/19 the Authority commissioned workshops facilitated by Pembrokeshire Tourism with tourism businesses across North Pembrokeshire to understand how we can support the tourism trade in providing information to visitors.

**6**

Parkwise sessions were held during 2018/19, with a total of 54 attendees. This was below the target of delivering 10 sessions. In 2017/18 4 sessions were delivered with 56 attendees across all sessions.

### 2018/19 Parkwise sessions were delivered to:

Local Businesses  
at Broad Haven  
Youth Hostel

3 Sessions for  
PCC Library and  
TIC staff

Pembrokeshire  
Beach Food  
Company

Newport TIC  
Volunteer Staff

### Improvement Opportunities: Increasing capacity to deliver Parkwise sessions

The Authority has been engaging businesses and organisations within communities to become ambassadors for the Park through its Parkwise sessions. More Parkwise sessions were held during 2018/19 than in 2017/18 however the target of delivering 10 sessions wasn't met. This work has primarily been driven and delivered by Interpretation Officer with the support of colleagues. Increasing capacity through training other staff and volunteers to deliver sessions in 2019/20 should help to increase the number of sessions delivered and the reach of the Parkwise scheme.



## 6. Working collaboratively with others to support the local tourism offer.

**Ways of Working:** Long Term. Prevention. Integration. Collaboration. Involvement.

### What we did and achieved in 2018/19:

<b>Wales Coast Path</b>	The Authority has been delivering a national marketing campaign for the Wales Coast Path throughout 2018/19 on behalf of the Welsh Government and Visit Wales.
<b>Celtic Routes</b>	The Authority is part of a 3 year INTERREG funded project between West Wales and East Ireland aimed at increasing tourism visits between the two countries with a specific focus on North Pembrokeshire.
<b>Rediscovering Ancient Connections</b>	The Authority is involved in the Rediscovering Ancient Connections grant funded partnership project that's bid for funding in 2018/19 was successful. The project is delivering a three-year programme of heritage, culture, arts and community-based activity with the aim of increasing overseas visits to North West Pembrokeshire and County Wexford, Ireland.
<b>Strategic Partnerships – Destination Management</b>	The Authority has continued in 2018/19 to engage with relevant partners over the development of a future strategic approach to destination management and marketing in Pembrokeshire. The Destination Pembrokeshire Partnership held an industry engagement event at Twr-y-Felin in St Davids in February 2019 aimed at kick-starting a new approach. The outcome of this event was applying for LEADER funding to engage specialist consultancy advice to commission a refreshed vision and business plan for the Destination Pembrokeshire Partnership and adoption of an interim destination strategy to help retain a strategic focus for tourism delivery during a period of change.
<b>Working with local museum, library and volunteers</b>	In 2018/19 the Authority has provided financial and staff support to help integrate information about the National Park into the Glan-yr-afon/Riverside library facility in Haverfordwest. Newport Town Council are now leasing the Long St building in Newport with a revised visitor service now open to the public (with assistance from local volunteers). More formal partnership arrangements are now in place with Tenby Museum to provide localised visitor information.

## 7. Promoting and helping people to appreciate the special qualities of the Park.

**Ways of Working:** Long Term. Prevention. Integration. Collaboration.

### What we did and achieved in 2018/19 (Dark Sky Events/ Year of the Sea):

<b>7,425</b>	people attended Year of the Sea themed events and activities held by the Authority in 2018/19. This compares to 4,593 attendees at Year of the Legends themed events and activities in 2017/18.
<b>423</b>	people were engaged in beach cleaning activities facilitated by the Authority in 2018/19. This included involving school pupils in beach cleaning and Year of the Sea activities.
<b>Summer Rangers</b>	The Authority's summer rangers engaged with people during wider Year of the Sea events such as the Small World Theatre's Cragen visiting Tenby South Beach and Fishguard. People also got the chance to take part in creating sand art installations on Tenby North Beach.
<b>1</b>	Workshop delivered for Community Councils on Dark Skies and the Park. The Authority is now looking to develop a project that will engage with local communities to identify issues and concerns about lighting and help raise awareness about the direct and indirect benefits of darker night skies.
<b>319</b>	People attended dark sky events in 2018/19 across 18 events. This compares to 368 people attending across 27 dark sky events in 2017/18.

Events included chances to enjoy the dark sky and to learn about creatures that benefit from dark sky environments:

**Twilight at  
Stackpole**

**Brilliant Bats at  
the Bishop's  
Palace**

**Brilliant Bats at  
Carew**

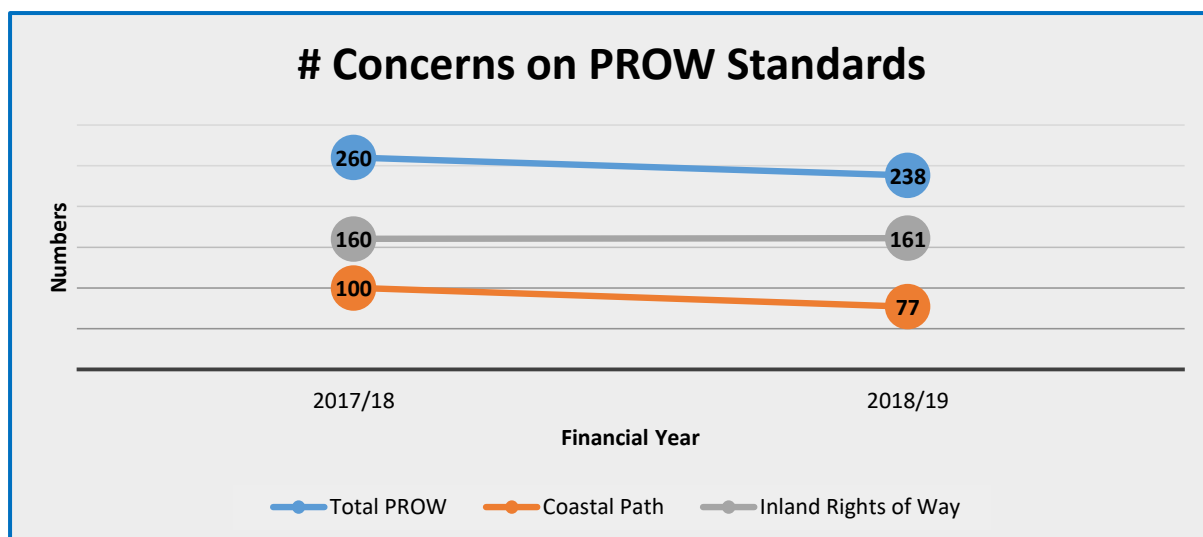
## 8. Providing a positive visitor experience for the Pembrokeshire Coast Path and Inland Rights of Way in the Park.

**Ways of Working:** Long Term. Prevention. Integration. Collaboration.

### What we did and achieved in 2018/19:

<b>Rights of Way Improvement Plan</b>	The Rights of Way Improvement Plan (ROWIP) 2018/28 was approved by both Pembrokeshire County Council and Pembrokeshire Coast National Park Authority in 2018/19. The
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	ROWIP aims to guide the strategic development of the public rights of way network with improvements to meet the current and future needs of walkers, cyclists, horse riders and disabled people. The National Park Authority has worked closely with Pembrokeshire County Council over the last two years in the preparation of the successor Plan. The public consultation on the draft ROWIP for Pembrokeshire took place between May and August 2018.
<b>New Ways of Working – Digital Park Project</b>	The Authority has procured a system and carried out preparatory work to enable it to develop its digital park project and will be looking to trial processes and software with Warden teams in 2019/20. This project aims to improve ‘back-office’ systems for Wardens and related teams, in areas such as work recording, data collection and scheduling through a digitisation and streamlining process.
<b>5</b>	Pembrokeshire Coast Path – Trip Advisor Overall Rating (1-5) in 2018/19 and in line with the target. There was no change from the 5 rating in 2017/18.
<b>86.92%</b>	of PROW open and accessible and meeting the quality standard in 2018/19. This is an increase from 85.81% in 2017/18 and above the 85% target.



### Making a Difference - Canaston Wood Bridelway Bridge

In 2018/19 a 19th century bridge in Canaston Wood has been given a major overhaul by the Authority thanks to funding from Bluestone National Park Resort. As well as the repairs to the main structure, the project also included surface and drainage improvements on footpaths approaching the bridge. A local stonemason undertook repairs to the arch, repointed the masonry facing and rebuilt both parapets. Other

repairs were carried out by local contractor and National Park Authority Wardens.

Bluestone makes an annual contribution to public access improvements in Pembrokeshire as a condition of the original planning permission that was granted for the holiday resort. This funding is jointly administered by Pembrokeshire County Council and the National Park Authority.

## **9. Promoting sustainable tourism through working collaboratively with others.**

**Ways of Working:** Prevention. Collaboration. Integration. Involvement.

### **What we did and achieved in 2018/19:**

#### **New Ways of Working – Visitor Safety**

In 2018/19 a visitor safety guidance document was written and a successful trial of new visitor safety risk assessment was undertaken at Castell Henllys. The template will now be launched for use across other sites. A visitor safety sub group of the health and safety group has been established to assist and monitor the implementation of the new risk assessment process.

#### **Events Guidance**

The Authority has been working with Pembrokeshire County Council to develop events management guidance to assist the sustainable management of larger events in the county. The guidance will be hosted on Pembrokeshire County Council's website. The Authority has also secured Welsh Government funding for an external event co-ordinator who will further assist with work in this area in 2019/20.

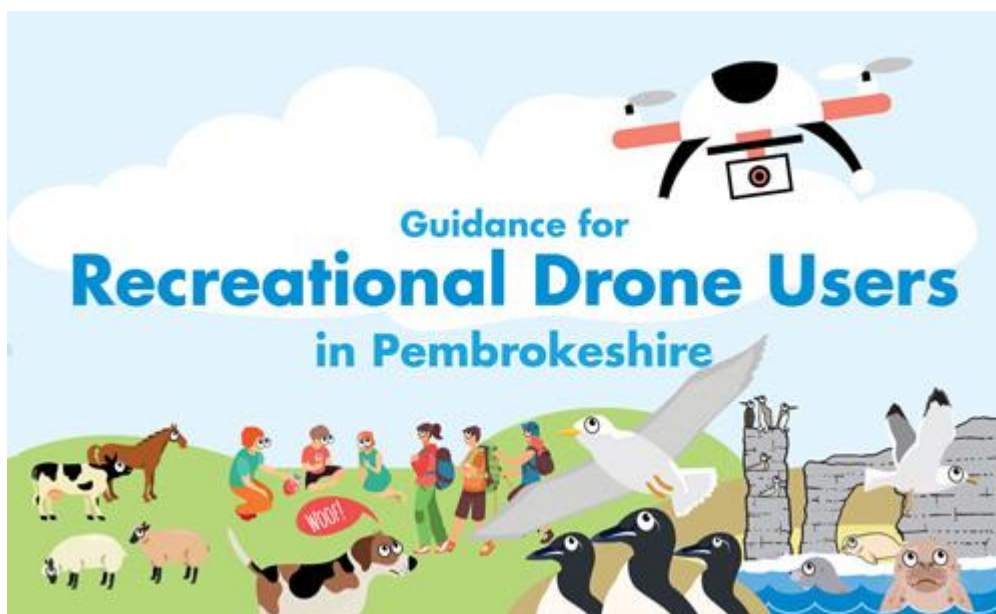
#### **Castle Martin Ranger**

The Castlemartin Ranger has continued to liaise and work with recreation groups, including facilitating annual meetings.

### **Making a Difference – Drone Guidance**

In 2018/19 the Authority produced new drone guidance for recreational users that seeks to limit the disturbance the aerial devices can cause to protected wildlife. As well as reiterating general safety advice from the Civil Aviation Authority's Drone Code, the guidance helps recreational users of drones or Unmanned Aerial Vehicles (UAVs) to understand the impact their use could have on rare species and on other people's enjoyment.

The guidance was prepared in collaboration with partners including commercial drone operators, Pembrokeshire Coastal Forum, National Trust, Wildlife Trust of South and West Wales, Natural Resources Wales and Pembrokeshire County Council.



## 10. Skills development and supporting local businesses.

**Ways of Working:** Long Term. Integration. Collaboration.

### What we did and achieved in 2018/19:

<b>17</b>	Work experience placement sessions hosted by the Authority in 2018/19.
<b>Pathways</b>	As part of the Pathways project participants have been able to attend different types of training and workshops including a walk leader training course, basic photography and a workshop focussing on reptile identification. This is alongside developing practical skills, knowledge and confidence through taking part in practical volunteering sessions facilitated by Pathways. At least one volunteer has gone on to gain employment as a direct consequence of involvement in the project whilst several others have gained skills, knowledge and experience that will contribute to their employability. The Pathways project team have developed a training/short course programme which starts in April 2019.
<b>PSB – Employment Transformation Framework</b>	The Authority's Chief Executive attended a Public Services Board (PSB) meeting on work experience placements and the offer in Pembrokeshire. As part of the PSB's employment transformation framework a work experience placement scheme is being developed by Pembrokeshire College and the



	Department of Work and Pensions. The outcome of this work will influence the future approach of the Authority, and the issue was discussed at an Authority Leadership Team meeting. The Authority is also looking for funding opportunities to deliver a follow up project to its successful Skills in Action project.
<b>Careers Event</b>	In 2018/19 the Authority attended two career events aimed at pupils from year 9 and 11, attended by pupils from a variety of schools.
<b>46.44%</b>	of Authority spend spent locally (SA postcode) in 2018/19. This is a decrease from 53.78% in 2017/18.
<b>96.33%</b>	Invoices paid on time (Average) in 2018/19, less than the 97% target and 97.22% in 2017/18. Brecon Beacons National Park Authority: 93.3%. Snowdonia National Park Authority: 98.85%.
<b>249</b>	Stall holders participating in local fairs and events at our centres in 2018/19, this compares to 265 in 2017/18.
<b>23</b>	Artists/ Craft Makers were supported through the centres in 2018/19. This compares to 25 in 2017/18.

#### **Making a Difference: Wales Coast Path – Marketing Tool kit for Businesses**

The Authority has through delivery of the Welsh Government and Visit Wales funded Wales Coast Path Project created a Marketing Tool kit for businesses. The toolkit has been designed to help coastal businesses to market their business by using the pulling power of the Wales Coast Path. It is a free, easy to use online resource giving businesses access to a wide range of material and information in one place. It provides access to specific Wales Coast Path photography – ideal for social media and website, useful ideas on creating walking promotions and special offers and helpful advice on how to reach their customers using different promotional channels. During March 2019, there were a series of free seminars at key Welsh coastal venues to introduce the toolkit to the tourism and hospitality trade.

## Well-being Objective – Resilience

To improve the health of the National Park's ecosystems.



Welsh mountain ponies helping to keep coastal habitats open and rich in biodiversity.

### Journey Checker – Where are we now?

#### Direction of Travel towards achieving our Objective

Year	Getting Started	Making Simple Changes	Being More Adventurous	Owning our Ambition	Leading the Way
2017/18			✓		
2018/19			✓		

### 1. Maintaining and enhancing the resilience of the Park and wider ecosystems.

**Ways of Working:** Long Term. Prevention. Integration. Collaboration. Involvement

#### What we did and achieved in 2018/19 (Conserving the Park):

**100%**

of conservation sites in line with their management plan in 2018/19, the same as in 2017/18 and in line with 100% target.

**4,323**

Hectares of conservation work carried out through Conserving the Park aimed at benefiting priority species in 2018/19. This compares to 4,320 in 2017/18. 7% of the National Park.

<b>463</b>	Hectares of property owned or leased by the National Park Authority managed for biodiversity in 2018/19. This is the same as in 2017/18.
<b>1,110</b>	Hectares of land managed for biodiversity in partnership with private landowners in 2018/19. This compares to 1,107 in 2017/18.
<b>2,750</b>	Hectares of access land where the NPA Supports common management partnerships in 2018/19. This is the same as in 2017/18.
<b>2</b>	New agreements made through conserving the Park in 2018/19. This adds to the 7 new agreements made in 2017/18. The management agreement budget is almost fully allocated.
<b>6</b>	Hectares is the area the new agreements for 2018/19 cover. This adds to the 55 hectares covered by the 7 new agreements made in 2017/18.
<b>6</b>	Hectares of new pollinator habitat that has been created through the Conserving the Park scheme in 2018/19. This adds to the 38 hectares created in 2017/18.
<b>Meadows</b>	The Pembrokeshire Coast National Park Authority has changed the management of several grassland sites it owns to create flower-rich habitats suitable for a wide range of pollinators, including bees, butterflies, beetles and hoverflies. The Authority has meadows at Carew Castle, Skrinkle Haven, Minwear Picnic Site, St David's Airfield and Porthgain and its headquarters in Pembroke Dock. About six years ago the Authority let the grass grow long at Llanion to create a hay meadow with a single annual cut. It now contains a huge range of wildflowers including swathes of black knapweed, common catsear, birds-foot trefoil, yellow rattle and red clover.

### **Making a Difference: 15 years of Conserving the Park 2003-2018**

A booklet has been produced outlining the impact of 15 years of Conserving the Park Scheme (2003-2018). The conserving the park scheme offers assistance to anyone who wishes to maximise the wildlife value of their land. It can help those for whom the national agri-environment scheme is not suitable or for which they are not eligible (we have no minimum holding size, for example). It can also help those who are already in another scheme but need some additional help to deliver it, such as fencing or finding the right grazing animals. It is a local scheme that tries to reinforce and complement, rather than compete with existing schemes. Participants range from farmers, smallholders, a wildlife trust, youth hostels, schools, churchyards, community groups and even a ferry company. The scheme currently has over 100 current active sites, but has assisted around 200 since the scheme began.

Every site assisted through the scheme contains at least one, and usually more of the priority habitats and species for Pembrokeshire identified under the Local Biodiversity Action Plan. However the scheme aims to benefit a much wider range of wildlife by for example creating a mosaic of habitats through creating a diverse vegetation structure over a site. The scheme also targets sites which lie on, or can help create, wildlife corridors, promoting connectivity.

The scheme is flexible in terms of what it offers participants and delivers this through having a 'tool kit' that aims to tackle all of the obstacles someone might face when trying to manage their land with wildlife in mind. Each new site is visited and assessed for current and potential wildlife value and the 'tool' required to maximise its wildlife value are identified and discussed with the landowner.

### **Feedback provided in the booklet by Participants to the scheme:**

"We have been in the management scheme for quite a few years now. Our hay fields are cut in July, and over the years have begun to produce an increasing variety of wild flowers, whilst our wetland is grazed in the summer by ponies and has great bio-diversity both on the land and in the new 'scrapes' (shallow pools)."

"I was so pleased to hear about the National Park's grazing scheme. My fields had been neglected for too long, and in less than a year the diversity has started to increase thanks to grazing by Welsh Mountain Ponies, who are a delight in themselves."

"The Park Authority has been a friendly resource in the background - never intrusive - but always ready to come and advise. Together we have restored hedgerows, planted trees, wildflowers and watched the natural world return."

"Where in the past brambles and blackthorn has taken over most of the area east of the lake and the field adjoining it, the display of plants and flowers nowadays is a delight all year round. The biodiversity has improved so much and I don't think we could have managed it without your valued input and assistance."

#### What we did and achieved in 2018/19 (Invasive Species):

<b>Stitch in Time - Training</b>	Members of Llais Llanychaer and Cwm Gwaun Community Councils completed and passed training in pesticide use. Volunteers from Newport Paths Group, the Friends of Pembrokeshire Coast National Park and St Dogmael's Community Association all passed a two day remote first aid course.
<b>Stitch in Time – Advice and Engagement</b>	Stitch in Time continued to provide advice and information on invasive species to businesses and communities in 2018/19. Including providing information to Johnston Nursery and attending Fishguard Show to engage and make contact with landowners.
<b>Stitch in Time - Survey</b>	In October and November the Project Officer surveyed Himalayan balsam infestation and liaised with 17 key landowners in the Gupton / Castlemartin Corse catchment as part of a report for NRW.
<b>57.31</b>	Hectares of invasive species removed at source/ injected in 2018/19. This compares to 43.95 in 2017/18.

#### What we did and achieved in 2018/19 (Trees):

<b>50</b>	Applications for works to protected trees determined in 2018/19. This compares to 57 in 2017/18.
<b>9</b>	New tree preservation orders made in 2018/19. This compares to 3 in 2017/18.
<b>Tree Council's Ash Dieback Toolkit.</b>	Officers attended an Ash Dieback event launching the Tree Council's Ash Dieback Toolkit. The toolkit aims to raise awareness of the disease, help the development of local action plans, identify best practice for managing non-woodland trees and advise on recovery and creation of alternative treescapes.
<b>65.5</b>	Volunteer days contributed to tree planting in 2018/19.

## 2. Engaging people in actions that improve the health of National Park's ecosystems.

**Ways of Working:** Long Term. Prevention. Collaboration. Involvement.

#### What we did and achieved in 2018/19:

<b>975.5</b>	Volunteer days related to conservation activities in 2018/19, compared to 914.9 days in 2017/18. An increase of 6%.
<b>169</b>	Volunteer days related to invasive species work in 2018/19, compared to 109.89 in 2017/18. An increase of 54%.
<b>53</b>	Active voluntary wardens in 2018/19 this is a decrease on the 72



	in 2017/18 and below the target of 70. However the decrease reflects a review of active wardens on database systems. Work is ongoing to recruit new voluntary wardens.
<b>107</b>	Participants in volunteer study days. This included reptile training and training dig for voluntary wardens with Dyfed Archaeology Trust introducing wardens to archaeological excavation techniques and artefact identification as well as site recording.

#### Conservation volunteering activities included:

<b>Hedgelaying at Brandy Brook (Pathways)</b>	<b>Raking meadows at Cheriton Church (Voluntary Wardens South)</b>	<b>Scrub clearance at Caerbwdi (Voluntary Wardens North West)</b>
<b>Ragwort removal on Nab Head by hand (D of E award open group)</b>	<b>Tree planting at Brynberian (North Wardens)</b>	<b>Brash Cutting at Fresh Water East (Friends of the National Park)</b>

#### 3. Planning Policy ensuring sustainable development and protection of special qualities of the National Park.

**Ways of Working:** Long Term. Prevention. Integration.

#### What we did and achieved in 2018/19:

<b>0</b>	of approved developments contrary to landscape protection policies (Local Development Plan policy 8) in 2018/19. This is the same as in 2017/18 and in line with the 0 target.
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#### 4. Contributing to partnership networks and action plans that support the National Park Management Plan.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>Pembrokeshire Nature Partnership and Pembrokeshire Grazing</b>	The Pembrokeshire Nature Partnership provides a strategic overview and forum for collaboration in implementing EU, UK, Welsh and local priorities for biodiversity action. The Partnership was involved in a successful all-Wales bid led by WCVA for support for Nature Partnerships, submitted to Welsh Government's Enabling Natural Resources and Well-being in
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<b>Network</b>	Wales fund. The Authority also continued to support the Pembrokeshire Grazing Network.
<b>Milford Haven Waterway Environmental Steering Group</b>	The Milford Haven Waterway Environmental Steering Group celebrated 25 years of collaborative working. The group is composed of major industries around the waterway as well as PCNPA, Pembrokeshire County Council, the Port of Milford Haven and NRW. The group has undertaken an extensive amount of research and surveillance to investigate and monitor the unique environmental characteristics of the waterway over the last 25 years.
<b>Relevant Authority Groups</b>	The Authority continued to be represented on and contribute to funding Relevant Authority Groups for Pembrokeshire Marine SAC, Cardigan Bay SAC and Carmarthen Bay and Estuaries European Marine Sites. The Authority continues to represent Pembrokeshire Coast and Snowdonia National Parks on the Welsh Government Marine Protected Area Management Steering Group.
<b>Foreshore Management</b>	An outline plan has been developed and the Authority has made a financial contribution to the Wales Activity Mapping project that is being undertaken by Pembrokeshire Coastal Forum. This project will identify levels of recreational use, issues and 'hotspots' and will start to look at recreational carrying capacity. The project runs until December 2019 and will be consulting with many relevant coastal stakeholders. A more detailed foreshore management plan will be drawn up once the project is complete.

### **Making a Difference: Wildfire Group and Heathland Bedding**

In 2018/19 the Authority as part of our involvement with Pembrokeshire Wildfire Group carried out activities to make farmers aware of an opportunity to use heather and gorse from Pembrokeshire's heathlands as animal bedding over the winter as a cheaper alternative to straw. The work to cut the vegetation also improves the structure, quality and biodiversity of the heathland and gives livestock the opportunity to graze previously overgrown areas.

PCNPA staff organised a successful display of heathland bedding at the Pembrokeshire County Show on the Mid and West Wales Fire and Rescue Service stand. The display generated significant publicity with the Authority coordinating the provision of bedding material to farmers who expressed an interest. Harvesting the heather and gorse from the heathland also reduces the fuel load and the risk of wildfires. This opportunity tied in with the work the National Park Authority undertakes as one of the partners of the Pembrokeshire Wildlife Group. The National Park Authority cuts fire breaks annually to help graziers burn vegetation safely and in a controlled manner.

## 5. Securing funding for conservation projects.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19:

<b>Stitch in Time</b>	The Authority has been successful in securing continuation funding for the Stitch in Time Project from the Welsh Government's ENRaW fund and the Welsh Water Catchment Fund. The project will focus on monitoring and maintenance of outcomes in the Gwaun and Porthgain catchments in terms of invasive species and initiating action on the Castlemartin Corse Catchment in partnership with NRW.
<b>Paths, Plants and Pollinators (P3) Pilot Project</b>	Funding was secured in 2018/19 for this pilot project that aims to enhance the biodiversity alongside the Newgale to Abereddidi section of the Pembrokeshire Coast Path. The pilot area falls within the Pembrokeshire Coast Important Invertebrate Area. The project partners (NRW & PCNPA) will achieve this through working together with landowners, The National Trust, Buglife Cymru, Bumble Bee Conservation Trust and volunteers to identify and implement a range of practical management activities. A pollinator warden will be employed as part of this project.

## Well-being Objective – Health and Well-being

To enable and encourage more people to improve their well-being by making greater use of the National Park regardless of their circumstances.



Let's Walk Pembrokeshire's Walking Festival was held at Broad Haven (North)

### Journey Checker – Where are we now?

Direction of Travel towards achieving our Objective					
Year	Getting Started	Making Simple Changes	Being More Adventurous	Owning our Ambition	Leading the Way
2017/18			✓		
2018/19			✓		

### 1. Working with others to develop health related partnerships opportunities and evidence base.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>WWNHS and Other Networks</b>	During 2017/18 the Authority continued to facilitate the West Wales Nature Based Health Service Network which provides opportunities for commissioners to build links with those delivering services on the ground in communities. A group of relevant
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	partners within the county met and have decided to develop a Children and Families Outdoors network.
<b>Swansea University</b>	A memorandum of understanding was developed with Swansea University around identifying potential research opportunities on areas relating to National Parks and Health and Well-being impacts.

## 2. Delivering and developing projects and opportunities that promote well-being and resilience.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19:

<b>2</b>	Nature Tots sessions were trialled in 2018/19 with 8 attendees. One was hosted on the beach at West Angle Bay and the other at Carew Castle. The Authority is looking for funding to develop a First 1000 days project aimed at developing outdoor engagement opportunities for preschool aged children.
<b>2,197.5</b>	Volunteer days contributed in 2018/19, compared to 2,155.9 in 2017/18.
<b>191</b>	Volunteer days contributed by Volunteer Activity Leaders in 2018/19.
<b>688.5</b>	Volunteer days contributed through Pathways project in 2018/19.
<b>Pathways Evaluation</b>	The Authority's Welsh Government funded Pathways project aims to help more people spend time in the outdoors focusing on removing barriers and providing volunteering opportunities. The project is being evaluated to assess the health and well-being impacts on participants with officers and participants in 2018/19 taking part in most significant change and communities of enquiry sessions.

### Pathways volunteering activities included:

<b>Rebuilding steps (Solva Harbour)</b>	<b>River bank revetment work (Brandy Brook)</b>	<b>Clearing scrub from Lime Kiln (Newport Estuary)</b>
<b>Coppicing Willow (Portfield Gate Woods)</b>	<b>Meadow Work - Taster Session (St Dogmael's Abbey)</b>	<b>Ditch and river bank rebuild (Carnigli Common)</b>



### 3. Providing supported walking opportunities and promoting opportunities to be physically active in the Park, in particular for local communities.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19 (Supported Walking Opportunities):

<b>18</b>	Group leaders trained through walk leader training session in 2018/19. This is a decrease on the 50 trained in 2017/18, but above the target of 14 set for 2018/19.
<b>Walk Leader Training</b>	Walk leaders were recruited in 2018/19 and will join the National Park Authority walk leader training course due to be held in early 2019/20. The task description for walk leaders was reviewed as part of the recruitment drive.
<b>Walking Directory</b>	The Authority hosts the Pembrokeshire Walking Groups Directory on its website. It provides information on local walking groups to make it easier for people to find walking opportunities that are available on their doorstep.
<b>Healthy Active Fund Bid</b>	The Authority acted as the lead organisation for a regional bid to the Welsh Government's Healthy & Active Fund for the West Wales Let's Walk project in 2018/19. This bid was successful and will contribute to the wider Welsh social proscripting agenda. It also is an example of collaborative regional working with the bid and project partners including Carmarthenshire Fifty Plus Forum (Walking Well Carmarthenshire), Ceredigion County Council (Ceredigion Actif) and Snowdrop Independent Living (a West Wales company providing a range of support for those experiencing some form of disability) as delivery partners and Public Health Wales as a partner providing advice and support. The aim of the project is to develop a sustainable model for health and wellbeing walking groups across Hywel Dda Health Board Area, that support individuals who currently live sedentary or relatively sedentary lives, to become more physically active. By creating and developing these new walking groups with GP practices and/or other community settings e.g. Leisure Centres, this model seeks to empower the setting to take ownership of the walking group once established, and to deliver sustainable health walks in the medium to long term. Through a referral or self-referral mechanism individuals will be invited to take part in the health walks with the aim that participation in the group will improve both their physical activity and mental well-being.
<b>1,730</b>	Participants in Walkability sessions in 2018/19. This is a decrease from 1,771 in 2017/18 and below the 2,300 target. This reflects the need to wind down activities with some walkability groups during a change of Walkability officer.

<b>652</b>	Participants in Walkability sessions in 2018/19 through exercise referral North, exercise referral Central and Haverfordwest Cardiac referral group.
<b>562</b>	Participants in Open Walkability group sessions in 2018/19, including open Walkability groups for Haverfordwest and Pembroke Dock.

**Groups engaged with through Walkability in 2018/19 included:**

<b>Kilgetty Carers</b>	<b>De Clare Court - Extra Care Housing Scheme</b>	<b>MIND</b>	<b>Shalom House</b>
<b>VC Gallery</b>	<b>REACH</b>	<b>Point Youth Centre</b>	<b>Memory Cafe</b>

<b>What we did and achieved in 2018/19 (Physical Activity Opportunities):</b>	
<b>169,837</b>	People using footpath where our 7 coast path and 4 inland right of way counters are in 2018/19. This compares to 173,441 in 2017/18 and is a decrease of 2%.
<b>149,176</b>	People using the footpath where our 7 coast path counters are in 2018/19. This compares to 154,907 in 2017/18, and is a decrease of 36%.
<b>20,661</b>	People using the footpath where our 4 public inland rights of way counters are. This compares to 18,534 in 2017/18, and is an increase of 11%.
<b>22,237</b>	Participants engaged in physically active events and activities in 2018/19 compared to 20,769 in 2017/18. No fitness related events were held in 2018/19. In 2017/18 141 people took part in fitness activities facilitated by the Authority, particularly in relation to running.
<b>2,732</b>	Participants in walks led by rangers, centre staff and volunteers in 2018/19, compared to 2,853 in 2017/18.
<b>45</b>	People attended the Let's Walk Pembrokeshire Walking Festival day held at Broad Haven providing free guided walks for all ages and abilities.
<b>Guidance Code for Running</b>	In 2018/19 the Authority developed a guidance code for participants in running events on the Pembrokeshire Coast Path. The document gives a simple pictorial guide to running safely and responsibly and was published in Coast to Coast.

**43,018**

Web walk maps were downloaded from PCNPA website in 2018/19.

The most popular web walk downloads for 2018/19 were:

**Stackpole Head  
(Half Day)  
960 downloads**

**Bosherston/ St  
Govan (Half Day)  
757 downloads**

**St David's Head  
(Half Day)  
757 downloads**

#### 4. Engaging children in Pembrokeshire and further afield in physical activities and the outdoors through our education programme.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>3</b>	Outdoor training sessions were delivered for teachers in 2018/19. This compares to 10 in 2017/18 and is below the target of 10. 23 teachers were trained through these sessions in 2018/19, compared to 126 in 2017/18 and below the target of 50. The capacity to delivery outdoor training sessions for teachers was limited in 2018/19 due to the Pembrokeshire Outdoor Schools Project finishing. Funding has been secured for 2 year Pembrokeshire Outdoor School project which should positively impact on delivery of sessions in 2019/20.
<b>9,447</b>	Participants in outdoor learning sessions delivered by the Authority in 2018/19. This compares to 9,795 in 2017/18, a decrease of 3%.
<b>9,565</b>	School children (and young people) engaged in physically active sessions through education sessions in 2018/19. This compares to 9,701 in 2017/18.
<b>855</b>	School children (and young people) participated in walks led by PCNPA through education sessions in 2018/19. This compares to 648 in 2017/18.
<b>73.33%</b>	Schools in National Park engaged with physically active sessions in 2018/19. This compares to 72.22% in 2017/18.
<b>64.06%</b>	Schools in Pembrokeshire engaged with physically active sessions in 2018/19. This compares to 75.71% in 2017/18.

**Some of the School Grounds work carried out in 2018/19 to assist outdoor learning:**

**Building Bug Hotel  
(Mount Airey Nursery  
and School)**

**Clearing area for  
outdoor classroom  
(Ysgol Y Preseli -  
Nurture Group and  
Sixth Formers )**

**Tree Planting in School  
Grounds  
(Ysgol Penrhyn Dewi  
Sant)**

**Wildlife Garden and  
Pond Creation  
(Milford Haven School)**

**Building raised beds for  
pupils to plant  
(Lamphey School)**

**Creating wildlife  
sensory garden  
(Pembrokeshire  
Learning Centre  
Neyland)**

## **5. Using planning policies to promote affordable housing.**

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### **What we did and achieved in 2018/19:**

**45.02%**

of housing units approved were affordable housing in 2018/19. This compares to 14.75% in 2017/18.

**95**

Affordable housing units were approved in 2018/19. This compares to 9 in 2017/18.

**£53,921**

Section 106 agreement contributions for affordable housing in 2018/19.

### **Making a Difference: Affordable Housing Approvals**

In 2018/19 Authority Members made planning decisions for developments in the Park that could lead to an increase in affordable housing provision in suitable areas within the Park, in particular St Davids. 95 affordable housing units were approved in 2018/19 in the Park area. Good quality, affordable homes form the cornerstone of the well-being of individuals, families and communities. Housing is one of the priority areas for the Future Generations Commissioner and Welsh Government in its Prosperity for All: the national strategy. It is also a key theme highlighted within the Europarc Youth Manifesto. Challenges relating to the delivery of affordable housing within the Park have also been considered in the development of the revised Local Development Plan.

## Well-being Objective - Equality

To continue to ensure equality is embedded in the work and culture of the NPA.



Pembrokeshire Coast National Park Youth Rangers attended a meeting of the National Park Authority to launch the Europarc Youth Manifesto.

### Journey Checker – Where are we now?

Direction of travel towards achieving our Objective					
Year	Getting Started	Making Simple Changes	Being More Adventurous	Owning our Ambition	Leading the Way
2017/18		✓			
2018/19		✓			



## 1. Working to ensure our services and sites are accessible and inclusive.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19 :

<b>2</b>	Equality Impact Assessments were carried out in 2018/19, the same number as in 2017/18. This included an assessment of the Car Park Variation Order. Ongoing work was also carried out on the Equality Impact Assessment for the revised National Park Management Plan.
<b>Site Audit and Experiences for All Project</b>	An internal review of Authority sites was instigated by the Interpretation team and Direction Health and Wellbeing Tourism officer. Sites in the South were visited for assessment and a draft report compiled. This work will inform work that will be carried out as part of the Experiences for All Project which has been funded by the Welsh Government and will be delivered in 2019/20. This project will build understanding of needs and develop resources to enhance the experiences of a wider diversity of people living and visiting the National Park. This project will engage with service users - groups and individuals to understand their needs, and how they currently access and engage with the National Park.
<b>Dementia Awareness Training</b>	Staff attended Dementia Awareness Training Session held in Oriel y Parc in April. Oriel y Parc also hosts the Memory Café which supports people living with dementia and memory challenges and carers.

### Improvement Opportunities: Future Planning

During 2019 the Authority will be reviewing its Strategic Equality Objectives and Plan and will continue to carry out the Equality Impact Assessment (EQIA) on its revised National Park Management Plan. Both documents will be informed by regional survey and engagement activities being carried out by Public bodies in Pembrokeshire, Carmarthenshire, Ceredigion and Powys area. These activities will help ensure the Authority's long term plans and actions take equality considerations into account.

## 2. Gathering Equality monitoring information to help analyse workforce diversity and identify areas for improvement.

**Ways of Working:** Long Term. Integration. Involvement.

### What we did and achieved in 2018/19:

<b>78.4%</b>	of workforce equality monitoring information was complete on the Pobl y Parc System, this was an increase on 76% in 2017/18 and above the 70 target.
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<b>New Online Recruitment System</b>	In November 2018 the Authority launched its online recruitment system. It is hoped that this will increase the reach of job advertisements and offers potential for more detailed analysis of recruitment information in the future.
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**See Appendix 1 for recruitment and workforce related equality monitoring data and analysis.**

### **3. Ensuring jobs are paid fairly.**

**Ways of Working:** Long Term. Integration. Involvement.

<b>PCNPA assimilation to 2019 NJC pay spine</b>	During 2018/19 guidance from NJC on assimilation to new pay spine was reviewed and an ideas sharing exercise undertaken with Pembrokeshire County Council. Officers worked with staff reps and Unison on a joint recommendation on PCNPA assimilation to 2019 NJC pay spine and this was provided to staff for comment. The PCNPA assimilations to 2019 NJC pay spine was agreed with migration to new scales from April 2019 pay role.
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### **4. Delivering social inclusion work that breaks down barriers to accessing the Park and its benefits.**

**Ways of Working:** Long Term. Prevention. Collaboration. Involvement.

#### **What we did and achieved in 2018/19 :**

<b>Pathways – Removing Barriers to Volunteering and the outdoors</b>	The Pathways project helps support participants to identify what they want to achieve and what can be put in place to assist them with their volunteering experience and to remove barriers they may face. The project is also working with a range of groups from organisations such as Clynfyw Care Farm, VC Gallery, Pembrokeshire People First and Elliot's Hill Day Care to enable their service users access the outdoors and volunteer in the Park. Equality Monitoring is being carried out as part of this project and will enable future analysis in terms of how the project has interacted with underrepresented groups.
<b>4,755</b>	People engaged with through our social inclusion activities in 2018/19. This compares to 2,356 a 102% increase. This in part reflects improvements in recording methods. Brecon Beacons National Park Authority: 550 participants.
<b>1,261</b>	Participants engaged with through social inclusion work with young people in 2018/19. This compares to 438 in 2017/18 and reflects work carried out by youth rangers to promote National Park Youth Manifesto to young people in Pembrokeshire.

<b>10</b>	Active youth rangers at the end of 2018/19, this is the same as 2017/18 and is beneath the target of 15. A number of youth rangers moved on at the beginning of the year, with a number of new youth rangers starting in quarter 4. Work has been ongoing to recruit new youth rangers. Recruitment activities included delivering presentation's to pupils at Haverfordwest High and liaising with Pembrokeshire College.
<b>Social Inclusion and Child Poverty</b>	The 3 Welsh National Parks Health and Well-being Group met and agreed to develop a position statement on social inclusion and child poverty. The aim is for this position statement to feature as an Appendix to revised equality plans. Issues relating to rural isolation and poverty are expected to feature as themes.

### Examples of Social Inclusion activities and engagement carried out in 2018/19:

Broad Haven woodland walk with English as a Second Language Group (Walkability)	Himalayan Balsam pulling at Ritec Valley with Youth Rangers (Pathways/ Stitch in Time)	Decorating new roundhouse with earth pigments with Coleg Plas Dwbl students (Castell Henllys)
Bushcraft and knife workshop for Point Youth Centre (Rangers in partnership with Dyfed Powys Police PCSO)	Crab Catching at Carew Castle with participants from Elliot Hill Care (Pathways)	Removing redundant fence at St Non's with participants from PCC Team around the Family (Rangers)
Planting oak and ash trees in Gwaun Valley with Pathways Volunteers (Pathways)	Walk at Tenby South Beach for Pembrokeshire People First (Rangers)	Halloween walk with Tanyard Youth Project (Rangers)
Talk on seabird calls to Pembroke Visually Impaired Group (Rangers)	Walk and litter pick at Porth Melgan with Mind Group (Walkability)	Pentre Ifan guided Walk for St David's Care in the Community (Rangers)

**Examples of activities and engagement with children and young people with additional learning or support needs in 2018/19:**

Woodland Walk and beach activities for Ysgol Y Preseli - Nurture Group	Building accessible path into wild garden with Portfield School students	Ranger delivering Bushcraft qualification with PCC youth worker to Ysgol Bro Gwaun - Moving on Group
Wildflower meadow cutting and raking with pupils at Pembrokeshire Learning Centre - Stepping Stones	Foel Cwmcerwyn walk for John Muir Award with Ysgol Y Preseli - Y Porth pupils	Portfield School D of E group work party removing beach rubbish at Cwm Mawr

**5. Promoting and supporting accessible and inclusive tourism opportunities.**

**Ways of Working:** Collaboration. Integration. Involvement.

**What we did and achieved in 2018/19:**

<b>8</b>	Beach Wheelchairs hosted by local venues in the summer of 2018. The National Park Authority's beach wheelchairs are specially designed and manufactured to be used on sandy beaches enabling more people to be able to access to beaches across the Park. Beach wheelchairs were available at venues at the following locations Poppit Sands, Newport Sands, Broad Haven, West Angle, Freshwater East, Saundersfoot and Whitesands (x2).
<b>4,094</b>	Web wheelchair walk maps were downloaded from PCNPA website in 2018/19.

**The most popular Wheelchair web walk downloads for 2018/19 were:**

Abereiddi Blue Lagoon 541 downloads	Stack Rocks to St Govan's 324 downloads	Abermawr 301 downloads
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**6. Listening to young people and developing mechanisms for them to influence the work we do and National Park Management Plan.**

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

**What we did and achieved in 2018/19:**

**Youth Manifesto**

The engagement of young people in the decision making and governance opportunities of the Authority is one of the priority actions in the Authority's engagement action plan. In 2018 three of the Authority's Youth Rangers went to the Europarc Conference in Cairngorm where the Europarc Youth Manifesto was launched. The Youth Rangers attended the Authority's November 2018 National Park Authority meeting to raise awareness of the manifesto amongst Members. A meeting has been held between the Youth Rangers and Members to further facilitate work with a residential being planned for 2019/20.



## Well-being Objective - Communities

To encourage communities to become more engaged with the National Park.



Class 2 pupils from Ysgol Llanychlwydog worked with local National Park Authority Ranger, Richard Vaughan to build the bug hotel.

### Journey Checker – Where are we now?

Direction of travel towards achieving our Objective					
Year	Getting Started	Making Simple Changes	Being More Adventurous	Owning our Ambition	Leading the Way
2017/18		✓			
2018/19		✓			

### 1. Engaging people in an ongoing conversation about the National Park Management Plan.

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>National Park Management Plan</b>	During 2019/20 the National Park Management Plan will be reviewed with a new plan adopted by the end of 2019. An opportunities and challenges document was circulated for comment during the latter part of 2018 as part of this process. A draft Sustainability Assessment (incorporating Strategic
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	Environment Assessment) Scoping Report was approved for public consultation by the National Park Authority on 30th January 2019. The first Management Plan workshop with Members took place in February 2019. The workshop looked at congestion, overnight parking, invasive species and engagement, with options going forward for consideration in the Sustainability Appraisal, Equality Impact Assessment and Management Plan as appropriate.
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## 2. Developing new ways of engaging with people.

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19 (Strategic):

#### NPMP – Opportunities and Challenges Engagement

As part of engagement work prior to the drafting of the revised National Park Management Plan the Authority has carried out engagement activities with different groups including a session with Gypsy and Traveller young people and people engaged with Solva Care Project. It also attended a number of community events including ATEB community event in Milford Haven. Learning opportunities from these activities will help inform future methods of engagement within the Authority.

#### Engagement Action Plan Group

The Authority's Engagement Action Plan group continued to meet which is made up of officers from across the Authority. The group monitors progress against priorities set out in the Authority's engagement action plan. The plan is a live document enabling the group to reflect and amend actions under priority areas following learning from trying new approaches and identifying new or best practice opportunities.

### What we did and achieved in 2018/19 (Pop up events and Summer Rangers):

**2,098**

People attended pop up events on beaches and other location in the Park in 2018/19, this compares to 623 people in 2017/18. This reflects that the Authority had two summer rangers one in the North and one in the South in 2018/19 compared to having only one summer ranger in the South in 2017/18. Activities offered including crab catching, rock pooling, beach cleans and beach games.

**120**

Local businesses that summer rangers were in weekly contact with. An information pack for businesses was created by each Ranger so that their staff could pass on locally relevant information about the National Park to the general public.

## Reaching New Audiences

Engagement on beaches enabled summer rangers to engage and provide information about the Park to new audiences. In the South area 24% of those engaged had no previous knowledge of the National Park, with over 50% of the visitors at Tenby South and Saundersfoot having no knowledge at all prior to speaking to the Ranger.

### Feedback about the Summer Rangers:

"It was great for holiday makers to have someone in the area that could supply information about free activities available, particularly in the school holidays."

"Having the Ranger in the area made sure that there was always a touch-base contact for PCNPA expertise and advice"

"It was the first time we had a NP Ranger doing Summer Activities on the beach and it was great we could inform the visitors about this excellent role."

"Excellent source of info with mix of educational (enviro impact particularly) and fun/activities available locally. Superb ambassadors for the National Park. Genuinely one of the best NP initiative I've seen in recent years."

### 3. Working internally and with others to develop innovative solutions to the challenges of rurality.

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

##### Linking in with wider plans and networks

The Authority continued to be engaged with the Public Services Board. 8 work streams are being progressed by the Public Services Board, with a number of work streams touching on the issue of rurality. Officers from PCNPA attended the inaugural meeting of the Pembrokeshire Rural Crime Partnership. Officers have also worked with Dyfed Powys Police on joint patrols in relation to heritage crime.

#### 4. Promoting community resilience through engaging communities with projects, volunteering and social action opportunities in the Park.

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

##### What we did and achieved in 2018/19:

<b>581</b>	social action days contributed in 2018/19.
<b>37</b>	Social action days contributed through work with Pembrokeshire County Council's Team Around the Family.
<b>708</b>	Community project/ engagement activities (Events and Activities database only) in 2018/19, compared to 374 in 2017/18.
<b>Community Asset Transfer – Long Street</b>	In 2018/19 Pembrokeshire Coast National Park Authority approved the Community Asset Transfer of its former information centre building. Newport Town Council took over the Long Street premises, having agreed a 30 year lease with rent of £1 per year. The Town Council has also successfully applied for a Pembrokeshire County Council Enhancing Pembrokeshire Grant to help set up the new facilities.

##### Community Archaeology Activities in 2018/19 included:

Condition monitoring survey at post medieval cottage with Ysgol y Frenni pupils	Artefact handling stand at Pembrokeshire talent YFC final	Vegetation clearance of Penally World War 1 practice trenches with Pembrokeshire College Army Preparation Students	Working with a leader of a local pagan group to encourage visitors to Gors Fawr and other sites not to burn at the site
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##### Social action activities in 2018/19 included:

Interior decorating of new round house and hearth building (Pembrokeshire College)	Replacing rotten stile with gate on inland footpath at Llanwnda (PCC - Team around the Family)	Beach Litter Pick at Poppit Sands (Ysgol Penboyr)
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## Groups involved with Authority's work on invasive species in 2018/19 included

Cwm Gwaun Community Council	Newport Paths Group	Valero	St Dogmael Community Council
Pathways (PCNPA)	Llais Llanychaer	Friends of the PCNP	Voluntary Wardens (PCNPA)

### Making a Difference: Working with local school to build bug hotel in the Gwaun Valley

Class 2 pupils at Ysgol Llanychllwydog have built a bug hotel in the Gwaun Valley in a bid to promote pollinators and boost biodiversity in their local area with help of National Park Authority Ranger. Through the project children learnt about the food of the world and the importance of pollinators. The bug hotel has been built on land in the middle of Pontfaen with kind permission from Pembrokeshire County Council, allowing residents and visitors to see and enjoy what the children have achieved.

The children have filled the small wooden structure with bricks and logs that will provide a happy home and suitable breeding ground for insects such as ladybirds and beetles to pollinators such as bees. These in turn provide food for other wildlife such as birds.

### 5. Using the Park's assets to host opportunities for communities to come together and tell their own stories about the National Park.

**Ways of Working:** Long Term. Collaboration. Involvement.

#### What we did and achieved in 2018/19:

<b>11</b>	Community events and fairs held at centres in 2018/19. This compares to 12 in 2017/18.
<b>3,863</b>	People attended fairs hosted at Oriel y Parc - Spring Fayre, Summer Fayre, Harvest Food Fayre and Christmas Market.
<b>2,011</b>	People attended fairs hosted at Carew – Summer Fayre and Christmas Fayre and Santa Grotto.
<b>4</b>	Average number of community groups using OYP in 2018/19, this compares to an average of 5 in 2017/18.
<b>3</b>	Interpretation panels created one at Dinas and two at Carew Cheriton.



<b>Community Events</b>	Communities (Solva, Broad Haven and Little Haven) in the Park continued to take up the offer of free use of whole PCNPA car park for community events when the request is supported by the local community council.
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## 6. Delivering an effective planning enforcement service with the support of the community.

**Ways of Working:** Long Term. Collaboration. Involvement.

What we did and achieved in 2018/19:	
<b>80.47%</b>	Of enforcement cases investigated (within 84 days) in 2018/19, an increase from 60.12% in 2017/18. Snowdonia National Park Authority: 88.67%
<b>160.50</b>	Days the average time taken to investigate enforcement cases in 2018/19. This is a decrease on the 234 days in 2017/18.
<b>344.5</b>	Days the average time taken to take enforcement action in 2018/19, an increase on the 334.5 in 2017/18. During 2018/19 the Authority's enforcement team carried out focused work to clear the backlog of historic enforcement cases. By the end of the financial year the majority of historic cases were cleared with only a small number outstanding, relating in the main to where there is ongoing legal action. The work carried out in 2018/19 impacted on the average time taken to take enforcement action which remained high at 344.5, however the work carried out in 2018/19 to close cases should lead to improved performance in 2019/20.
<b>28</b>	Retrospective planning applications were registered in 2018/19.

## Well-being Objective - Culture

To protect and promote the local culture of language, arts and heritage of the area.



The new Cook House at Castell Henllys replaces the original structure, which was built in 1981.

### Journey Checker – Where are we now?

Direction of travel towards achieving our Objective					
Year	Getting Started	Making Simple Changes	Being More Adventurous	Owning our Ambition	Leading the Way
2017/18			✓		
2018/19			✓		

**1. Developing gateways to the National Park and interpretative resources to increase public's awareness that they are in a National Park.**

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19:

<b>Interpretation Plans</b>	The interpretation team have commissioned revised interpretation plans for North and South Pembrokeshire. Each plan will assess the full range of information provided by PCNPA (notice boards, leaflets, social media, etc.) and create a plan to modernise and update our approach.
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## Broad Haven Car Park

As part of future work at Broad Haven car park interpretation suggestions were made for how it could include improved interpretative material and become a potential gateway site. .

## 2. Engaging people with the works of art on display at OYP and continuing to support artist in residence scheme.

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19:

<b>4.5</b>	2018/19 Trip Advisor Rating for Oriel y Parc, the same as in 2017/18.
<b>21,949</b>	Visitors to Oriel y Parc Gallery in 2018/19. This compares to 23,525 in 2017/18 a 6.7% decrease. Amgueddfa Cymru – National Museum Wales sites figures show for 2018/19 increases in visitor numbers at National Museum Cardiff (5.07%) <sup>2</sup> and provisional statistics from UK Government Sponsored Museums and Galleries show for regional Tate Galleries a 13% increase at Tate St Ives and a 9% increase at Tate Liverpool. <sup>3</sup>
<b>Deluge Exhibition</b>	In July and August of 2018 Oriel y Parc hosted an Artist in residence exhibition by Professor Karen Ingham featuring photography, digital textiles and various forms of craft. Deluge, took inspiration from the Pembrokeshire Coast National Park and oceanic climate change. It included powerful images that mixed microscopic images of plankton, pollinating insect behaviour patterns and the movement of oceans.
<b>The Coast Exhibition</b>	Oriel y Parc hosted The Coast exhibition which explored how the sea has inspired artists for centuries and how plastic has impacted on art and everyday life. It combined artwork and natural specimens from the collections of Amgueddfa Cymru-National Museum Wales. Including the seascape <i>A Calm</i> by Jan van de Cappelle (1624-1679) and a skeleton and shell of a leatherback turtle found near Skomer Island.
<b>Service Level Agreement</b>	The Authority worked with Amgueddfa Cymru-National Museum Wales officers to review and refresh the service level agreement between the two organisations.
<b>Criw Celf Project</b>	Oriel y Parc continued to engage schools and increase access to the Arts through the Arts Council of Wales funded Criw Celf project. Including hosting workshops with artists to enable pupils to explore a range of art techniques and skills and hosting an

<sup>2</sup> Amgueddfa Cymru – National Museum Wales: [https://museum.wales/visitor\\_figures/](https://museum.wales/visitor_figures/)

<sup>3</sup> Gov.Uk: <https://www.gov.uk/government/statistical-data-sets/museums-and-galleries-monthly-visits>

	exhibition of their work.
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### 3. Promoting historic culture and environment through Carew Castle and Castell Henllys, schools programme and events and activities.

**Ways of Working:** Long Term. Collaboration. Involvement.

#### What we did and achieved in 2018/19:

<b>4.5</b>	2018/19 Trip Advisor Rating for Carew and Castell Henllys, the same as in 2017/18.
<b>1</b>	Best Visitor Attraction category for Carew Castle and Tidal Mill at the Pembrokeshire Tourism Award 2018.
<b>14,012</b>	Participants in historical activities and events in 2018/19, an increase from 11,284 in 2017/18.
<b>4,058</b>	School children and young people engaged with through Castell Henllys education programme in 2018/19, a decrease from 4,479 participants in 2017/18.
<b>2,103</b>	School children and young people engaged with through Carew's education programme in 2018/19, an increase from 1,795 in 2017/18.
<b>478</b>	People attended a family friendly 'Dig the Past: An Archaeological Adventure!' Archaeology Day in Carew and 180 people attended the Annual Archaeology day held at Pembrokeshire College.
<b>538</b>	Attended Roman themed weekend at Castell Henllys featuring Legio VIII Augusta Roman Living History Society.

### 4. Supporting community groups in the Park to restore historic sites of interest.

**Ways of Working:** Long Term. Prevention. Collaboration. Involvement.

#### What we did and achieved in 2018/19:

<b>128</b>	New sites communities involved with through the work of the Authority's community archaeologist in 2018/19. This compares to 116 in 2017/18.
<b>Heritage Guardians</b>	The Authority's Community Archaeologist is engaging with local schools to deliver the Heritage Guardians Project which is now also part of the Preseli Heartlands project. Through the project local primary schools within the National Park are encouraged and supported to 'adopt' a local heritage monument where they can help improve the appearance, access, awareness, monitoring and interpretation of the site. Each school produces a form of interpretation for the sites they visited/ learnt about. For example Bro Ingli pupils produced posters about Carreg Coetan Arthur and the Old Castle as well as some documentary films on their iPads; Puncteston school produced a documentary style radio show about Wern Camp and Castell Mael as well as posters and Llanychllwydog produced, acted and filmed a time travelling epic about the Iron Age enclosure in Allt Pengegin.

<b>10</b>	Years of the Nevern dig, which came to an end in 2018/19. Nevern Castle, a Scheduled Ancient Monument, was purchased by Nevern Community Council in 1980 for the benefit of the local community and visitors. A partnership was formed between Nevern Community Council, the Authority and Durham University, Dept. of Archaeology to research and excavate the castle. Authority voluntary wardens participated in the excavation of the 'Pembrokeshire bank' at Nevern castle in preparation for the dig.
<b>Castell Henllys – Cook House</b>	Participants from Clynfyw Care Farm, Plas Dwbl, pathways volunteers, voluntary wardens and Pembrokeshire college students have been involved in interior decorating the new round house at Castell Henllys. A celebration opening of the first reconstructed roundhouse was held for the volunteers who had assisted in its building.

#### 5. Advising owners of historic building and sites on management.

**Ways of Working:** Long Term. Prevention. Collaboration.

#### What we did and achieved in 2018/19:

**4.8%**

of buildings at risk in 2018/19, a decrease from 5.5% in 2017/18.

#### 6. Encouraging staff to learn and speak Welsh in work and to engage with Welsh speaking customers and participants.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>54</b>	Activities and events delivered in Welsh in 2018/19 compared to 34 in 2017/18, an increase of 59%.
<b>622</b>	Participants in activities and events delivered in Welsh in 2018/19, compared to 307 in 2017/18, an increase of 103%.
<b>22</b>	Volunteering sessions with Voluntary Wardens North facilitated in Welsh.
<b>1</b>	Summer Ranger Rock Pooling and Beach Activities with Welsh Learner Group.
<b>2</b>	Welsh Language guided Tour of Carew Castle with 10 attendees across the 2 tours.
<b>1</b>	Welsh walk for learners at Pentre Ifan with Menter Iaith.
<b>12</b>	Community Archaeology site work related events and activities facilitated in Welsh.
<b>1</b>	Tour of Castell Henllys for Tafarn y Sinc Heritage Group in Welsh.



<b>95</b>	Education programme sessions were delivered in Welsh in 2018/19. This compares to 55 in 2017/18, an increase of 73%. This in part reflects increased engagement with schools in Welsh as a result of the Heritage Guardian project delivered by the Authority's Community Archaeologist.
<b>2, 713</b>	Attending education programme sessions delivered in Welsh in 2018/19. This compares to 1,433 in 2017/18, an increase of 47%.

### **Improvement Opportunities: Welsh Language and Improving Staff Skills**

The Welsh Language strategy supports the delivery of actions that promote the Welsh Language across projects and services provided by the Authority. The Authority has seen the benefit of having bilingual staff delivering community engagement work in areas such as community archaeology and the Summer Rangers in the North and the South of the Park. This has increased the number of interactions, events and activities the Authority can provide through the medium of Welsh. The Authority will in line with its Welsh Language Strategy look to increase staff knowledge and confidence in speaking Welsh through the promotion of Work Welsh online course and the development of a Welsh language staff mentoring scheme. A 'Welsh in the landscape' training day for volunteers and staff is being arranged for delivery early in 2019/20.

## Well-being Objective - Global

To ensure our work makes a positive contribution to global well-being.



The Strumble Shuttle one of the Coastal Buses

### Journey Checker – Where are we now?

Direction of travel towards achieving our Objective					
Year	Getting Started	Making Simple Changes	Being More Adventurous	Owning our Ambition	Leading the Way
2017/18			✓		
2018/19			✓		

## 1. Using Sustainable Development Fund Grants to encourage innovative projects that support sustainability and Authority's Well-being Objectives.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19:

**24.10%**

of sustainable development fund allocated in 2018/19. This reflects changes in personnel that occurred during 2018/19. The National Park Authority agreed to the day to day administration of the fund being delivered by PLANED on a 15 month trial basis. The associated Little Green Grant is administered on behalf of the Authority by PAVS.

**Some of the projects we continued to support through the sustainable development grant in 2018/19:**

#### **Brynberian Community Centre**

This project aims to refurbish Brynberian community centre, including the creation of a new Heritage Centre, which will deliver a sustainable, fit for purpose social hub for the village and the surrounding area.

#### **Coleg y Mor Phase 2**

This Sea Trust project aims to build upon the success of their Phase 1 project through expanding their outdoor educational activities and in addition diversify into eco-tourism activities.

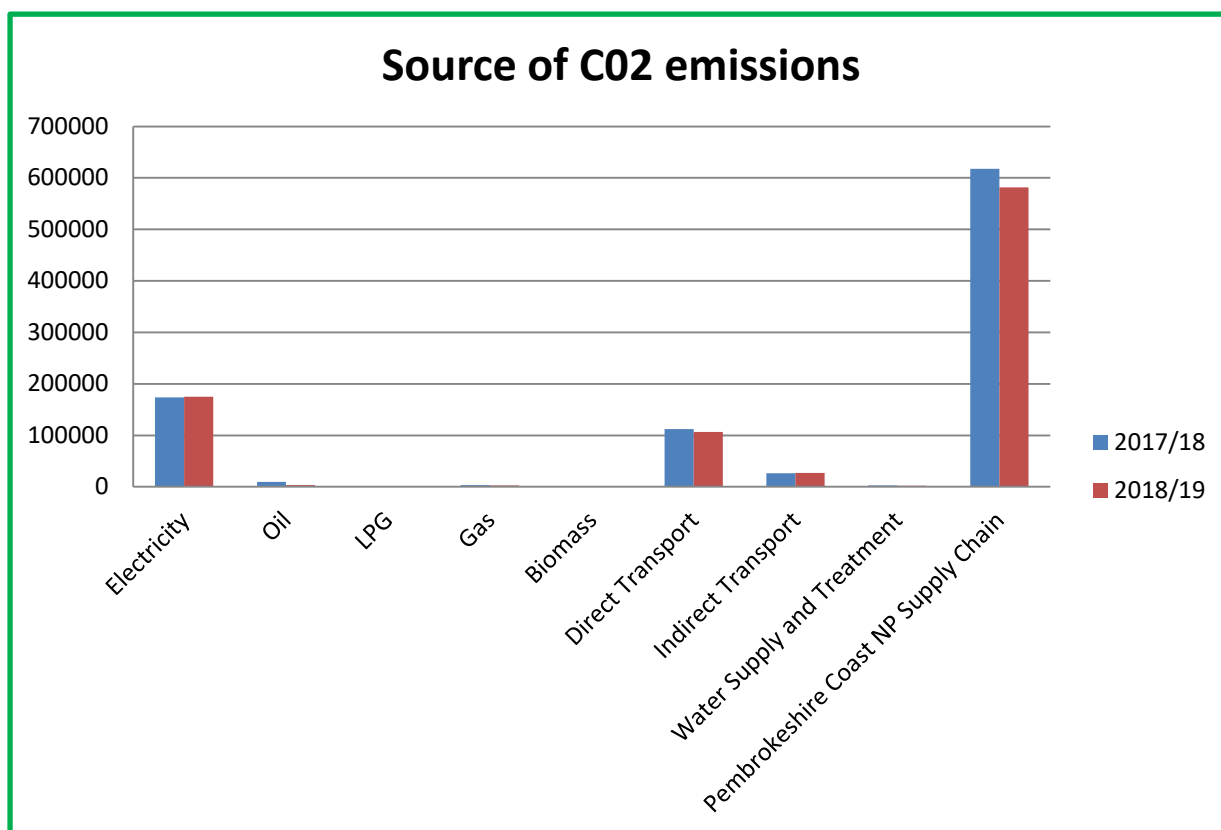
## 2. Promoting a carbon neutral and resource efficiency approach in our work and within the Park.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19 (Carbon Emissions):

**898,479 kg**

of carbon emissions in 2018/19. This compares to 946,712 in 2017/18 and is a 5% decrease.



#### Analysis of CO2 Emission figures and cross comparison

- The method of calculation is based on the DEFRA carbon calculator also used by the National Trust. Please note this figure has not been independently verified.
- Direct transport calculation – the mileage travelled by Authority personnel has decreased by 17,984 miles from 357,075 to 339,091.
- Indirect transport calculation – the mileage travelled by suppliers has increased slightly but not significantly by 1049 miles from 106,594 to 107,643.
- Electricity use was slightly increased, due to increases at Carew and Castell Henllys. At Carew this reflects the impact of the opening the Café in July 2018.
- Water use was reduced.
- Oil use was significantly reduced in Pant Glas. LPG use at Castell Henllys remained the same due to lack of information from the café franchise.
- There were a number of changes within the supply chain which have led to a significant reduction.
- There were significant changes in refrigeration due to the closure of Tenby and Newport offices and the opening of the tearoom at Carew.

The Welsh Government has a target for the Welsh public sector to be carbon neutral by 2030. Its Valued and Resilient Written Statement highlighted green energy and decarbonisation as one of the priority areas for National Park Authorities. At a Wales national level work is being carried out by the Welsh Government and the Carbon Trust that could influence future calculation methods as these are standardised in

order to develop a baseline for the Public Sector to monitor progress against Welsh Government targets under the Environment (Wales) Act 2016. Officers met with representative of Carbon Trust involved with this work in 2018/19 to discuss current approach of the Authority. At a local level the Pembrokeshire Public Services Board has a project focused on Pembrokeshire becoming a Carbon Neutral County.

#### What we did and achieved in 2018/19:

<b>26,736</b>	KwH renewable energy produced from Llanion and OYP PV panels in 2018/19, compared to 27,253 in 2017/18.
<b>3</b>	Green Key Awards achieved for Authority centres – Castell Henllys, Carew and Oriel y Parc.
<b>Water Refill Station Project</b>	The Authority received TAIS funding in 2018/19 to enable it to trial and develop the provision of water refill bottle stations within the Park. PCNPA and Danfo carried out site surveys in 2018/19 to identify potential sites and Nolton Haven Car Park has been identified as the first installation planned for Autumn 2019.
<b>Staff Initiatives</b>	Staff have driven simple changes initiatives within the Authority from the hosting of the Razor Bill Bazar to enable staff to sell unwanted goods and preventing them from going to landfill through to collecting crisp packets for recycling in Llanion.

#### Improvement Opportunities: Review of Environmental Policy

The Authority is currently reviewing its environmental policy and has identified a need to take a more integrated and strategic approach to ensure it is implemented in practice. In 2018/19 the Authority contracted a Fleet Management company to manage its fleet, an aspect of this will include looking at Greening the Fleet.

### 3. Promoting sustainable transport within the Park.

**Ways of Working:** Long Term. Prevention. Integration. Collaboration.

#### What we did and achieved in 2018/19:

<b>Electric Vehicle Charging Points</b>	The Authority has been working with Pembrokeshire County Council to develop a network of electric vehicle charging points in the Park and wider Pembrokeshire. The Authority carried out an audit of car park sites looking at suitability to identify our potential sites in the Park area. The procurement and delivery of new electric vehicle charging points have been carried forward to 2019/20.
<b>Coastal Bus Service</b>	The Authority continued to make a financial contribution through the Greenways partnership to the Coastal Bus Service in 2018/19. The coastal bus services enable people to access remote parts and different sections of the coast using public transport.



#### 4. Educating school pupils, communities and visitors about the special qualities of the Park.

**Ways of Working:** Long Term. Prevention. Collaboration. Involvement.

##### What we did and achieved in 2018/19:

<b>10</b>	Schools average feedback rating (1-11) in 2018/19. A slight increase on 9.9 in 2017/18 and on target. Brecon Beacons National Park Authority: 10.
<b>10,821</b>	School children and young people engaged with through Authority's education programme in 2017/18, an increase from 10,448 in 2017/18. Brecon Beacons National Park Authority: 7,756.
<b>New ways of working – New curriculum</b>	The Authority began the process in 2018/19 of reviewing its education offer to ensure it is responsive to and aligns with "Successful Futures" the new Welsh Curriculum which will be available in 2020 and used across Wales by 2022. In January 2019 a workshop was held as part of this process bringing education staff from across the Authority together.
<b>10.4</b>	Public average feedback rating (1-11) in 2018/19. A slight increase on 10.2 in 2017/18 and above the target of 10. Brecon Beacons National Park Authority: 10.
<b>32,150</b>	Participants in public events and activities programme in 2018/19, an increase from 24,220 in 2017/18.
<b>Awareness about Marine Litter</b>	For Visit Wales Year of the Sea the Authority commissioned a local artist to make sculptures of sea creatures – three dolphins, a giant razorbill and a fish. The dolphins were full of visible marine litter and were taken to different locations and activities throughout 2018/19, along with an interpretation board, to spread the message of conservation of our seas and shores.

##### Making a Difference: Marine Plastic Education Sessions

The Authority's North West Ranger and Education Ranger developed a Marine Plastic education session to be delivered around the Coast exhibition at Oriel y Parc. This was a good example of cross team working within the Authority and using exhibition interpretation materials to enhance learning experiences.

The full day session provided pupils with the opportunity to investigate the proliferation of plastic as a material, how it gets into the environment and ways to address the problem. Pupils enjoyed exploring the artworks and natural history displays in the gallery before working on their own artwork. The session concluded with a visit to a beach to investigate visible and micro plastic pollution.

The session was created to make the most of the exhibition but also respond to many schools using the topic of marine pollution in their learning. 13 schools and nearly 500 pupils were attracted to come. Most were able to benefit from a travel bursary the Authority created from funding it received from Sykes/Forest Holidays.

### Feedback from visitor book at the Coast Exhibition in Oriel Y Parc:

"Amazing exhibition combining the beauty of the natural world with the harsh reality of the plastic crisis"

"So much plastic in the sea. It's made me want to volunteer to clean up the beaches"

"Loved the way it has been presented to inspire people to take care of the planet"

"Beautifully presented – gently but effectively challenges the visitor to change"

"Hits home the damage we are causing to our coastline. Very good."

"An excellent discussion point for us as a family"

### Improvement Opportunities: John Muir Family Awards

In 2018/19 0 John Muir Family Awards were awarded by the Authority, this followed a continued trend of 0 awards being made in 2017/18. Officers recognise that the existing model of delivering John Muir Family Awards is failing to capture the number of participants originally envisaged. For that reason they plan to review they way the award is offered to the public.

### 5. Involving people in citizen science through recording change to landscape, biodiversity and monuments in the Park.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19:

**730**

Changing coast photo submissions in 2018/19, compared to 629 in 2017/18, a 16% increase. It is positive to see continued submissions year on year of photos from the public to the project capturing coastal change from specific posts along the coast path.

<b>Heritage Site Monitoring</b>	<p>Following the success of the Changing Coast Photo Project the Authority looked to see if a similar approach could be replicated with heritage sites. A post was put at a site to test this. The site was in a remote location and no submissions were received. However alternative approaches have been developed to monitor changes at heritage sites. Training sessions were held with Voluntary Wardens introducing them to archaeological excavation techniques and artefact identification as well as site recording. The Authority has also been working with Dyfed Powys Police on the Heritage Watch Partnership which has included joint visits and community liaison activities.</p>
<b>135</b>	<p>Volunteer days in 2018/19 related to conservation wildlife survey and monitoring. This included reptile surveys, farmland bird counts and butterfly transects and taking part in the Public Health England and Wales Tick survey.</p>
<b>12</b>	<p>County Recorders were welcomed to Nature Conservation Area at South Hook LNG in June. The nature conservation area forms part of a Section 106 agreement and we have been working alongside South Hook to ensure grazing and management at the site. Despite a very poor weather day Silver Studded Blue butterflies were recorded which have very restricted distribution in Pembrokeshire. The butterfly was previously recorded at 2 locations on the site and now appears to be spread throughout. This could form one of the largest colonies of this butterfly in the county.</p>
<b>Deall Ecosystemau Project – Bat Monitoring</b>	<p>The Authority took part in the Deall Ecosystemau Project through two of its sites Llanion and Castell Henllys acting as a bat detector loan centres that people could book online. The public borrow a bat detector pack from the loan centre and put the detector out in a location of their choice for a few nights to automatically record the bat's echolocation calls. The Bat Conservation Trust then analyse the recordings and send a report back identifying what bats were recorded, and an indication of the level of activity. The project is run by the Bat Conservation Trust in partnership with Pembrokeshire and Gwynedd Bat Groups, part funded by Natural Resources Wales. The Authority also continues to monitor bats on its Carew site.</p>
<b>Bumblebees</b>	<p>PCNPA and the Bumblebee Conservation Trust held a training day for Brynberian village, as an introduction to bumblebees and as a springboard for further survey work in the area.</p>

## 6. Working internally and with others to respond to climate change risks.

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

### What we did and achieved in 2018/19:

<b>Climate Change Risk Assessment</b>	The Authority is engaged with the Environmental and Climate Change Risk Assessment for Pembrokeshire through the work of the Pembrokeshire Public Services Board. The assessment is one of the eight integrated projects identified by the Well-being Plan for Pembrokeshire and Natural Resources Wales is coordinating the project for the Public Services Board.
<b>Responding to impact of Adverse Weather</b>	As part of the digital park project work is being carried out to digitise our current process in relation to responding to impact of adverse weather. This will help with monitoring both the impact of adverse weather and our response. As part of this, ongoing work is being carried out on revising the Authority's tree inspection standard operating procedure, weather triggers and infrastructure checks. This work is ongoing and will carry forward to 2019/20.
<b>Climate Change Adaptation Plan</b>	National Park Wales provided a response on behalf of the three National Park Authorities in Wales to the Welsh Government's consultation on the Draft Climate Change Adaptation plan for Wales.

## Governance and Financial Sustainability

### 1. Welsh Audit Office and 5 Ways of Working

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>Wales Audit Pilot Work</b>	In 2016/17 the Wales Audit Office carried out survey and workshops with staff and Members as part of its pilot work on the Well-being of Future Generations Act. As part of this a number of recommendations were made on areas for improvement for the Authority. During 2018/19 a number of activities have contributed to these improvement areas including the piloting of an internal newsletter, the work of the engagement action plan group, work to develop a new website and the access and interpretation site audit work.
<b>Partnerships and Collaboration</b>	In 2018/19 the Wales Audit Office carried out an audit of partnerships and collaborations in order to answer the following questions: 'Is the National Park Authority managing partnerships and collaborations sustainably and effectively?' This work was focused on the Local Access Forum and Pembrokeshire Nature Partnership. The findings of this audit work will inform a review of our current partnerships to be carried out in 2019/20.

### 2. Welsh Government Priorities for Designated Landscapes

**Ways of Working:** Long Term. Prevention. Collaboration. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>Valued and Resilient</b>	In July 2018 the Welsh Government published its priorities statement for Designated Landscapes called "Valued and Resilient: The Welsh Government's Priorities for Areas of Outstanding Natural Beauty and National Parks." The priorities within this document were taken into account when drafting the Authority's Corporate and Resources plan 2019/20.
<b>Land Managment</b>	Through National Park Wales the three Welsh National Park Authorities provided a response to the Welsh Government on its consultation on "Brexit and our land: securing the future of Welsh farming. The Pembrokeshire Wildfire Group also provided a consultation response.



### 3. Promoting a Healthy Workplace and Monitoring Health and Safety incidents

**Ways of Working:** Long Term. Prevention. Integration. Involvement.

#### What we did and achieved in 2018/19:

<b>7.9</b>	Days lost to sickness per full time equivalent in 2018/19. This is an increase from 5.9 in 2017/18 and 7.8 in 2016/17. Snowdonia National Park Authority: 8.9.
<b>0</b>	RIDDOR (Reportable incidents) in 2018/19, in line with the 0 target and a continuation of 0 incidents in 2017/18. Snowdonia National Park Authority: 0.
<b>2</b>	Accidents (injury) over 3 days/ up to 7 day absence in 2018/19. This is above the 0 target and an increase on the 0 incidents in 2017/18. Snowdonia National Park Authority: 0.
<b>21</b>	Reported accidents (injury) minor in 2018/19, this is a slight decrease on the 22 reported in 2017/18.
<b>15</b>	Reported vehicle damage incidents in 2018/19, this is a slight increase on 12 reported in 2017/18.
<b>0</b>	Conflict incidents reported in 2018/19, this compares with 1 reported in 2017/18.
<b>0</b>	Safeguarding incidents reported in 2018/19, this is the same as in 2017/18.
<b>Work Related Stress</b>	As part of Stress Awareness Day in May 2018 staff were able to register and take part in online module via Pembrokeshire County Council. Team leaders have attended workshops on work related stress and are working with their teams on stress risk assessments.
<b>Sit Less, Move More</b>	Officers who volunteered to work on the Sit Less, Move More initiative arranged a challenge event to engage staff in more sedentary roles in moving more. The activities and findings of Sit Less, Move More initiative were considered at an Employee forum with Members and staff present.

### 4. Developing Members' Skills

**Ways of Working:** Long Term. Collaboration. Involvement.

#### What we did and achieved in 2018/19:

<b>Members Development Committee</b>	The National Park Authority agreed to the establishment of a Member Support and Development Committee in 2018/19 to drive forward Member support and development and work relating to achieving the Members Charter.
<b>80.21%</b>	Authority Members' attendance in 2018/19, an increase on 78.88% in 2017/18 and above the 75% target. Snowdonia National Park Authority: 83%.

**68.69%**

Attendance by Members at training in 2018/19, an increase on 63.78% in 2017/18 and above the 65% target. Snowdonia National Park Authority: 64.66%.

## 5. Compliance with Legislative Requirements

**Ways of Working:** Long Term. Prevention. Integration. Involvement.

### What we did and achieved in 2018/19 (Welsh Language and Equality):

<b>Welsh Language Standards</b>	The Authority's Annual performance report on Welsh Language Standards was produced and approved by National Park Authority before being submitted to Welsh Language Commissioner.
<b>0</b>	Complaints relating to Welsh language made to the Authority in 2018/19, this is the same as in 2017/18.
<b>0</b>	Complaints were made to the Welsh Language Commissioner regarding failure to comply with Welsh Language Standards in 2018/19, in line with its 0 target. In 2017/18 there was one complaint. Snowdonia National Park Authority: 0.
<b>33%</b>	of new and vacant posts advertised Welsh language essential in 2018/19. A 5% decrease on 38% in 2017/18.
<b>Mystery Shopping</b>	The Authority received feedback from the Welsh Language Commissioner on monitoring and mystery shopping activity it carried out in 2017/18.
<b>Equality Plan Review</b>	In 2019/20 the Authority alongside other public bodies will be reviewing its Strategic Equality Plan and Objectives. In advance of this in 2018/19 the Authority with other public bodies across Pembrokeshire, Ceredigion, Carmarthenshire and Powys met and carried out initial work to develop a multi-agency consultation survey and engagement activities.

### What we did and achieved in 2018/19 (Complaints, Requests and Data Protection):

<b>8</b>	Complaints were received in 2018/19, the same number as in 2017/18. The majority related to planning and there was one complaint dealt with relating to job applications.
<b>100%</b>	Of freedom of information responses were within required time frame in 2018/19, the same as 2017/18. 10 freedom of information requests were received in 2018/19 this compares with 11 in 2017/18.
<b>100%</b>	Of environmental regulation requests were within required time frame in 2018/19, the same as 2017/18. 2018/19 saw a fall in environmental regulation requests, with 5 requests made

	compared to 17 in 2017/18.
<b>0</b>	Subject access requests were made in 2018/19, the same as 2017/18.
<b>Data Protection - Accountability</b>	The Authority has continued to embed and enhance its approach to data protection compliance following the Data Protection Act 2018 and GDPR regulation coming into force. The Authority has a Data Protection Officer in Place, its overarching privacy notice is on the Authority's website and a Data Protection Impact Assessment framework is in place. In 2019/20 the Authority will be reviewing its ICT user policy and Information and Data Security Policy.
<b>Working with Staff – Photo Consent</b>	Work has been carried out with staff from across the Authority to develop a standardised approach to gaining consent for photographs and films involving individuals. A new corporate consent form was developed and associated protocols on taking photos and films and their storage put in place.

#### **Improvement Opportunities: Communicating Policies**

Further work is needed to ensure that corporate policies and standards are clear and effectively communicated to staff. Activities will be carried out in 2019/20 to support this.

#### **6. Carrying out Media Monitoring.**

**Ways of Working:** Prevention. Involvement.

#### **What we did and achieved in 2018/19:**

**99.51%**

of positive/neutral media coverage in 2018/19. A slight increase on 99.45% in 2017/18 and above the 80% target.

#### **7. Generating Funding from alternative sources**

**Ways of Working:** Long Term. Collaboration. Integration. Involvement.

#### **What we did and achieved in 2018/19:**

**£235,528**

Generated from Centres merchandise in 2018/19, a 3% decrease on £243,080 in 2017/18.

**£204,552**

Generated from admission fees at Carew and Castell Henllys in 2018/19, a 10% decrease on £226,558 in 2017/18.

**£74,610**

Generated from Centres other income (including school sessions and events and activities) in 2018/19, a 5% increase on £71,084 in 2017/18.

**Strategic Approach**

A prioritisation of projects process was developed for pursuing funding opportunities for projects that deliver on National Park

	Management Plan policies and Corporate Well-being Objectives. A fundraising strategy and a supporter database are also in place.
<b>Establishing a Charitable Trust</b>	The Authority supported work to ensure the infrastructure required for a well-organised and governed charity was in place for the Pembrokeshire Coast National Park Authority Trust prior to its launch in 2019/20. This included registering with the Charity Commission, appointing trustees and trustees meeting to agree policy, process and operational plans. The charity has secured its first grant of £10,000 from Welsh Water, towards Invasive Non-Native Species work.

## Appendix 1: Recruitment and Workforce Equality Data and Analysis

**Note on Data:** To align with Welsh Government open data source reporting, throughout the following tables, all figures are rounded to the nearest 10 and figures below 5 have been suppressed and are denoted by \*. Percentages are rounded and where figures are below 5 corresponding percentages have been suppressed and are denoted by \*. Totals may not sum due to rounding. Workforce data is based on headcount from the end of month extract as at 31<sup>st</sup> March 2019, as a result some seasonal employees will not be captured in the figures. The current work being carried out by the Welsh Government on open data source reporting will assist the Authority in being able to benchmark its recruitment and workforce diversity against other public bodies in the future.

### Recruitment

The Authority introduced a new online recruitment system in 2018/19.

#### Number of Job Applicants Overall

2016/17	2017/18	2018/19
450	310	590

**Comment:** There were 36 job vacancies advertised in 2018/19 compared to 26 in 2017/18, a 38% increase.

#### Job Applicants: Age

Age*	2016/17	2017/18	2018/19
30 and under	29% (130)	32% (100)	25% (150)
31– 40	20% (90)	19% (60)	20% (120)
41 – 50	18% (80)	16% (50)	20% (120)
51 – 59	16% (70)	13% (40)	20% (120)
60 and Over	2% (10)	6% (20)	3% (20)
Prefer not to answer / Not Declared	13% (60)	10% (30)	10% (60)

**Comment:** \*New age categories were introduced from 1<sup>st</sup> January 2018 and as a result this may impact on accuracy in relation to applicants whose age are on boundaries. There has been a decrease in the % of applicants under 30 and over 60. However the number of applicants remains highest for the under 30 age group compared to other age brackets. Further work is needed to look at entry routes to employment with the Authority for non-seasonal jobs for people aged under 30 including job specifications and recruitment processes. There has been an increase in the number of applicants aged 31-59.

#### Job Applicants: Birth Gender

Birth Gender	2018/19
Same	90% (530)
Not the Same	* (*)
Prefer not to answer / Not Declared	10% (60)

**Comment:** The Authority started collecting this data from January 2018 for job



applicants as a result comparable data is not available for 2017/18.

#### Job Applicants: Disability

Disability	2016/17	2017/18	2018/19
Identify as having a disability	2% (10)	* (*)	3% (20)
Identify as not having a disability	89%(400)	87% (270)	85% (500)
Prefer not to answer / Not Declared	9% (40)	13% (40)	10% (60)

**Comment:** There has been a slight increase on 2017/18 in the number of job applicants identifying as having a disability and a slight increase in the number of people providing this information.

#### Job Applicants: Ethnicity

Ethnicity	2016/17	2017/18	2018/19
White	89% (400)	87% (270)	88% (520)
Other Ethnicity	* (*)	* (*)	* (*)
Prefer not to answer / Not Declared	11% (48)	13% (40)	12% (70)

**Comment:** 11 -13% of applicants across the years have not declared or provided this information, however the data available suggests that there has been little change in the number of applicants from non- White ethnic backgrounds, which remains low and the majority of applicants coming from a White ethnic background. The low level of job applicants from non- White ethnic backgrounds makes it less likely that the Authority can increase the ethnic diversity of its workforce and further work is needed to increase the number of applicants from non- White ethnic backgrounds.

#### Job Applicants: Religion or Belief

Religion or Belief	2018/19
No Religion/ Belief	51% (300)
Christianity	27% (160)
Other Religion/ Belief	3% (20)
Prefer not to answer / Not Declared	19% (110)

**Comment:** The Authority started collecting this data from January 2018 for job applicants as a result comparable data is not available for 2017/18.

### Job Applicants: Sex

Sex	2016/17	2017/18	2018/19
Female	37% (170)	35% (110)	47% (280)
Male	62% (280)	61% (190)	51% (300)
Prefer not to answer / Not Declared	* (*)	* (*)	2% (10)

**Comment:** There has been an increase in the % of applications from females in 2018/19 compared to 2017/18 and 2016/17 bringing an almost even split between Male and Female applicants.

### Job Applicants: Sexual Orientation

Sexual Orientation	2018/19
Heterosexual	81% (480)
Lesbian, Gay Man/Woman, Bisexual or Other	5% (30)
Prefer not to answer / Not Declared	14% (80)

**Comment:** The Authority started collecting this data from January 2018 for job applicants as a result comparable data is not available for 2017/18. It is positive to see as a baseline that 5% of applicants identified as being LGB or Other.

### Workforce Diversity

Data from Pobl y Parc system. Staff are able to access, review and complete their equality monitoring data directly on the system.

### Number of Employees

2016/17	2017/18	2018/19
150	150	150

**Comment:** This does not include seasonal staff.

### Employees: Age

Age	2016/17	2017/18	2018/19
20 years and under	* (*)	* (*)	* (*)
21 - 30	13% (20)	7% (10)	7% (10)
31 - 40	20% (30)	13% (20)	13% (20)
41 - 50	27% (40)	33% (50)	40% (60)
51 - 60	27% (40)	27% (40)	27% (40)
60 and Over	13% (20)	13% (20)	13% (20)
Prefer not to answer / Not Declared	* (*)	* (*)	* (*)

**Comment:** There has been a decrease in the % of people under 41 in the workforce from 33% in 2016/17 to 20% in 2017/18 and 2018/19. Only 7% of staff in 2017/18

and 2018/19 were under 31. Further work is needed to look at entry routes to employment with the Authority for non-seasonal jobs for people aged under 31. 40% of staff are over 50, with little change across the three years. There has been an increase in the number of people in the 41-50 age bracket from 27% in 2016/17 to 40% in 2018/19.

#### Employees: Disability

Disability	2016/17	2017/18	2018/19
Identify as having a disability	7% (10)	7% (10)	* (*)
Identify as not having a disability	60% (90)	67% (100)	73% (110)
Prefer not to answer / Not Declared	40% (60)	27% (40)	27% (40)

**Comment:** There has been a decrease in the number of employees identifying as having a disability between 2017/18 and 2018/19.

#### Employees: Ethnicity

Ethnicity	2016/17	2017/18	2018/19
White	67% (100)	80% (120)	73% (110)
Other Ethnicity	* (*)	* (*)	* (*)
Prefer not to answer / Not Declared	33% (50)	26% (40)	20% (30)

**Comment:** There has been a decrease in the proportion of employees providing this information. Where employees have provided data there has been no change across the three years in the % of employees identifying as coming from a non-White ethnic background. This corresponds with a low number of job applications from people identifying as coming from a non- White ethnic background. It is important that the Authority promotes an inclusive culture and work environment despite its lack of ethnic diversity and looks at how it can increase job applications from people from non-White ethnic backgrounds.

#### Employees: Religion

Religion	2016/17	2017/18	2018/19
No Religion/ Belief	20% (30)	33%(50)	33% (50)
Christianity	27% (40)	27% (40)	33% (50)
Other Religion/ Belief	* (*)	* (*)	* (*)
Prefer not to answer / Not Declared	47% (70)	40% (60)	33% (50)

**Comment:** There has been an increase in the number of people providing this

information. The majority of staff either have no religion or are of the Christian faith. 3% of our job applications in 2018/19 were from people identifying with other religions. It is important that the Authority promotes an inclusive culture and work environment for people of all faiths or who have no religious beliefs.

#### Employees: Sex

Sex	2016/17	2017/18	2018/19
Female	47% (70)	47% (70)	47% (70)
Male	53% (80)	53% (80)	53% (80)
Prefer not to answer / Not Declared	* (*)	* (*)	* (*)

**Comment:** There has been no change in % of female and male employees since 2016/17, with the authority having slightly more male employees than female employees.

#### Employees: Sexual Orientation

Sexual Orientation	2016/17	2017/18	2018/19
Heterosexual	53% (80)	60% (90)	67% (100)
Lesbian, Gay Man/ Woman, Bisexual or Other	7% (10)	7% (10)	7% (10)
Prefer not to answer / Not Declared	47% (70)	40% (60)	33% (50)

**Comment:** We have seen an increase in the number of employees providing this information. The number of employees identifying as LGB or other has remained consistent from 2016/17 to 2018/19. It is important that the Authority promotes an inclusive workplace for people who identify as Lesbian, Gay, Bisexual or Other.

#### Employees who left our employment during the year

2016/17	2017/18	2018/19
20	10	10

**Comment:** This data has been analysed internally by personnel to identify if any further actions are needed. The data set is too small for further reporting across any of the protected characteristics.

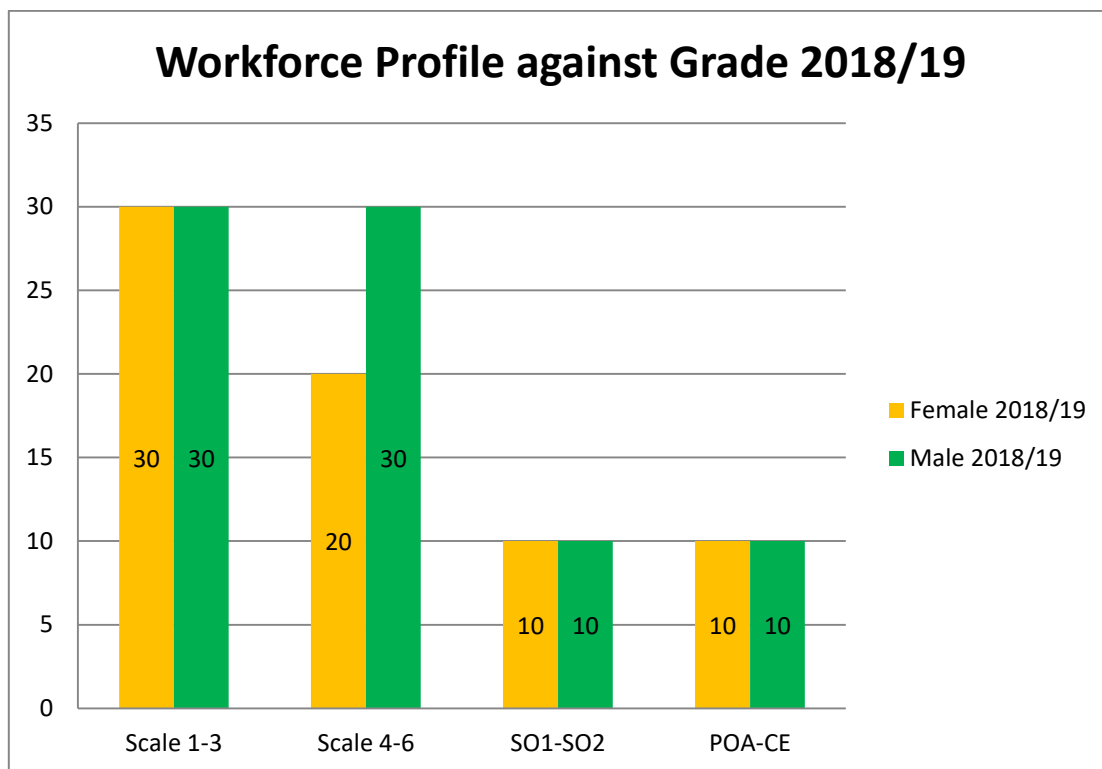
#### Workforce Profile against Contract Type/ Work Pattern - Sex

Contract Type/ Work Pattern	Female		Male		Totals	
	17/18	18/19	17/18	18/19	17/18	18/19
Full Time	30	30	60	60	90	90
Part Time	50	50	20	20	70	60
Permanent	60	60	60	60	120	110
Temporary	20	20	20	20	40	40

**Comment:** The Authority supports flexible working and has employees working a

large range of work patterns in terms of number of hours over varying days. Many staff work a flexitime scheme and all staff can request flexible working arrangements such as 9 day fortnights; requests are generally approved. Staff move in and out of arrangements as circumstances change.

### Workforce Profile against Grade - Sex



**Comment:** The Authority employs people in a large range of jobs, many of which have single post-holders and therefore monitoring by 'job' is not undertaken. We have amalgamated Grades to prevent identification of individuals and distortion of figures when rounded up or down. The Authority pays a supplementary living allowance to bring salaries to a level to match the Living Wage which effects posts graded Scale 1 into Scale 2. There are no other significant pay elements payable on top of the salary attached to grade. Figure excludes seasonal staff paid by timesheet and not salaried. Two employees currently have dual roles. The Authority is balanced across all pay grades except at Scale 4-6 where there are more Males compared to Females.

### Improvement Opportunities: Training and Pay Analysis

To enable further analysis against training opportunities work is need to improve training recording methods within the Authority. Gender Pay Gap analysis work will be carried out as part of review of Equality Plan and identifying whether a specific objective on gender pay gap is needed in the revised plan.



### Get in touch:

Comments on this document may be e-mailed to [info@pembrokeshirecoast.org.uk](mailto:info@pembrokeshirecoast.org.uk) with the subject Corporate Plan or in writing to PCNPA, Llanion Park, Pembroke Dock, SA72 6DY.

If you require this document in an alternative format, i.e. easy read, large text, audio please contact [info@pembrokeshire.org.uk](mailto:info@pembrokeshire.org.uk)/ 01646 624800