

REPORT OF DISCOVERY TEAM

SUBJECT: PEMBROKESHIRE COAST NATIONAL PARK AUTHORITY YOUTH COMMITTEE

Purpose of Report

To record, and update Members on, outcomes of first PCNPA Youth Committee meeting; held over residential weekend at Pentre Ifan Centre 13th – 15th March 2020 and subsequent meetings online

To request:

- Approval of the Youth Committee Terms of Reference
- Member representation on the Pembrokeshire Coast National Park Authority's Youth Committee
- Consideration is given to sustaining support and funding for the Authority's Youth Committee in the future

Introduction/Background

Pembrokeshire Coast National Park Authority (PCNPA) Youth Ranger scheme has run since 2013. In recent years the scheme has become more youth-led, including working on the creation of the [Europarc Youth Manifesto](#). The Manifesto covers many issues identified by young people from across Europe who live in rural and protected areas as important, and includes a call for young people to be more involved in making decisions that affect them. Youth Rangers presented their work to the National Park Authority Committee who agreed that **a PCNPA Youth Committee should be created**.

The Committee aims to:

- **Give Young People more of a role in decision making.**
- **To ensure that services delivered by PCNPA are as effective as possible in meeting the needs of young people.**

The Youth Committee contributes to PCNPA's Well-being goals as set out in the Wellbeing of Future Generations Act 2015 and embodies ways of working including Collaboration with PCC and fostering Involvement of Young People in the work of the Authority. It is important that PCNPA gives due regard to the [Principles of Public Engagement](#), as endorsed by the Authority, in consideration of the work of the Youth Committee.

PCNPA's Discovery Team has worked collaboratively with Pembrokeshire County Council's Children and Young People's Rights Office (CYPRO) to develop and deliver Youth Committee activity to date.

To kick-start the Youth Committee a residential weekend was held 13th-15th March 2020 at the Pentre Ifan Centre near Newport. Over the weekend the Youth Committee got to know each other, developed its understanding of what the National Park is and the work of the National Park Authority, considered its priorities, how it will work and how it will link with the Members of the National Park Authority. This will allow the Committee to hit the ground running on regular committee meetings starting in April, and has generated items for consideration by National Park Authority Members.

The residential / activities were delivered by suitably experienced / qualified / DBS checked staff from PCNPA Discovery Team and PCC CYPRO Officer Rose Davies. Parts of the residential were attended by Authority Chairman Paul Harries, Vice Chair Di Clements, and CEO Tegryn Jones. A report on the residential weekend is included as Annex A.

In order to develop youth representation and ensure it is meaningful and sustainable we need to build stronger foundations by putting policies and procedures in place, develop and strengthen the relationship between the Authority, its staff and increase, improve and diversify our offer to young people.

The Terms of Reference (ToR) (Annex B) provided as a supporting document to this paper provide more information on the Youth Committee and how it is intended to work. The ToR were produced by Youth Committee with the support of the Volunteer Development Officer.

Two subsequent (online) Youth Committee meetings have been held on April 21st (Annex C) and May 5th (Annex D) with another planned for May 19th; the main focus has been on further development of the Youth Manifesto in the Pembrokeshire context and prioritising issues raised to form a programme of work moving forward. Meeting minutes are provided as supporting documents to this report.

Comparisons

A number of UK National Parks have current Youth Committees; most started within the last two years. Scottish Parks have had the added impetus of 2018 being Scotland's *Year of Young People*. Several others are looking to develop youth representation.

- Cairngorms Youth Action
<https://cairngorms.co.uk/caring-future/education/youth-action/> launched Oct 2019 by Minister
- Exmoor Young Voices
<https://www.exmooryoungvoices.org/>
- Loch Lomond and the Trossachs Youth Committee
<https://www.lochlomond-trossachs.org/looking-after-the-park/young-people/youth-committee/> - currently evolving fast with regular meetings taking place
- Yorkshire Dales (met once summer 2019?) <https://www.yorkshiredales.org.uk/youth-forum/>

The PCNPA Youth Committee offer is broadly similar to that of other National Parks.

Financial considerations

There are limited financial implications in relation to the Youth Committee, they would primarily be the costs associated with supporting young people's / staff / member attendance at meetings.

The Youth Residential has been funded from a Corporate budget.

Officer time comes from core funding attached to Discovery Team.

Consideration needs to be given to ongoing resourcing of Youth Committee provision; in particular:

- funding of future events / training / seminars etc
- the implications for Youth Committee facilitation in relation to Discovery Team (Engagement) Officer core funding

Risk considerations

No significant risks are associated with Youth Committee Activity.

Youth Committee activity is covered by PCNPA insurance and appropriate activity and Safeguarding policies and risk assessments are in place.

It is important that the Authority follows through on stated commitment to developing youth representation in decision making, and that the engagement with young people is meaningful rather than tokenistic. In order to achieve this training / support for staff and Authority Members may be desirable.

Compliance

Youth representation contributes to the NPA purpose of promoting opportunities for public enjoyment and understanding of its special qualities, its duty to foster the economic and social well-being of communities living within the Park and the County, and the Authority's work towards WG directives including the Wellbeing of Future Generations Act. Youth representation and the Youth Committee support elements of the National Park Management Plan and the Engagement Action Plan.

Human Rights / Equality issues

Youth representation supports PCNPA Equality plan, and is a strong demonstration of the Authority's commitment to Equality and Diversity.

Welsh Language statement

All information and opportunities relating to the Forum will be presented in a way which takes account of PCNPA's commitment to promote the Welsh language.

Recommendations

- That the PCNPA Youth Committee Terms of Reference are noted and approved.
- That a Member of the Authority be co-opted on to the Youth Committee as a NPA representative / Link Member, and 'champion' for young people (will need availability for monthly Tuesday evening Youth Committee meeting as regularly as possible)
- Consideration is given to sustaining support and funding for the Authority's Youth Committee in the future.

Author: Tom Moses (Discovery Ranger)

Annex A

Youth Committee Residential Summary 13th – 15th March 2020 Pentre Ifan Centre

Staffed by Tom Moses, Graham Peake and Rose Davis (PCC Children and Young People's Rights Officer)

On the first evening following some team building and icebreaker activities workshops were held to give all of the 10 young people (13-25 years, 4 Youth Rangers, 4 Youth Assembly Members and 2 other young people) some background on National Parks, the UNHCR Rights of the Child, and participation and engagement. A darkness walk around Pentre Ifan woods went down well to finish the day / young people off □

On Saturday morning a workshop was held introducing the Youth Manifesto and identifying some Qs that the young people wanted to ask CEO and Vice-Chair of PCNPA. A Discovery walk around Ty Canol, St Brynach's Cave and Pentre Ifan cromlech helped the young people to reflect on the special qualities of the National Park and understand the role of the Authority in providing services to achieve our purposes. This was slightly curtailed by cold drizzle which eventually got through waterproofs and sapped enthusiasm.

After some time to warm up and finish the Qs the Youth Cttee welcomed Tegryn and Di Clements and held an informal and positive discussion including the potential role and work of the Youth Committee, the resources and support available from the Authority, how the YC could integrate with PCNPA etc.

Plans for woodland teambuilding and cooking had to be changed as the rain came in- food was still cooked by young people on a fire next to the centre before an evening of games and chat.

On Sunday morning the Chair of PCNPA Paul Harries took part in a workshop with the young people examining the Youth Manifesto and identifying many further issues / detail on ones already established – moving forward with this and prioritising key issues to work on will form the basis of the next online Youth Committee meeting (to be held 5th May at 5.30 if you would like to join? – they have requested that we regularly have guests □)

After packing up the Youth Cttee had lunch at Castell Henllys before undertaking a 'Mystery Shopper' exercise which they enjoyed and generated feedback which will hopefully be of use the Castell Henllys / Marketing and Comms Teams in future.

Feedback from the Youth Committee about the residential weekend was extremely positive and they are excited to move forward.

Coronavirus lockdown meant that the planned meeting at the Archives on 21st April was held online – they seemed to again enjoy the meeting and many said that it was a welcome break from lockdown boredom and a social opportunity many have been missing.

Programme (as decided by young people at planning meeting)

	Friday 13th	Saturday 14 th	Sunday 15th
BREAKFAST (8.00)		Breakfast Clean – up Make packed lunch	Breakfast Clean - up
9.00		Workshop 2 : - Decide how we will work (what, where, when, who, how) - Coming up with Questions for later	Workshop 4: - Youth Manifesto – whats missing? - Youth Committee priorities / plan - Next steps
		11.00 Discovery Walk Ty Canol – Pentre Ifan - What are Special Qualities? - What does the NPA do? (Packed Lunch)	Pack up / leave centre
LUNCH			- Lunch in Castell Henllys Café
			12.00 Visit Castell Henllys Workshop 5 (‘Mystery Shopping’) - What’s here for young people? - Could there be improvements?
	16.30 Leave Haverfordwest 17.30 Arrive Pentre Ifan Introduction - Rooms etc - Meet everyone! - Household rules / jobs	16.00 - 17.30 Workshop 3 Q and A with Senior PCNPA staff / Member - Linking with NPA? - Meaningful v Tokenistic?	15.00 Wrap-up session in a roundhouse 16.00 Depart Castell Henllys
DINNER	Dinner Clean - up	Dinner - Cook on fire	17.00 Arrive Haverfordwest
Evening activities	Workshop 1 Introduction - Plan for weekend - What is PCNPA? - Inclusivity / Participation - Night walk / activities Batwalk (if not too cold..)	- Bushcraft - Team games Murder Mystery? (Rory?)	

Workshop 1 - Introduction

- **Introduction to National Parks / Pembrokeshire Coast National Park** Graham Peake
- **Introduction to Young People’s Rights** Rose Davis
- **Introduction to Wellbeing of Future Generations Act / Principles of Public Engagement** Tom Moses

Workshop 2 - PCNPA YOUTH COMMITTEE - WHAT ARE WE? - supporting development of Terms of Reference

1. How often will we meet?
Monthly
2. Where will we meet?
**Pembrokeshire Archives / regular site visits etc. as required
Tuesday 4:30pm / 5:00pm Flexibility important**
3. How long will our meetings be?
c.3 hrs including Chips ☺
4. How much will be meeting / how much will be outdoors?
Indoors / Regularly outdoors (Weather dependant).
5. How will we consult with other young people?
**Discuss in future meeting. Youth Committee to be linked to
Pembrokeshire Youth Assembly**
6. Specific role for people?
As required. Rose to take Notes. Tom to organise
7. Involved with the NP management plan?
Yes - need to have a session on the plan
8. How will we stay in contact?
 - a. **Facebook Messenger Chat Group**
 - b. **Basecamp?**
9. What do we do?
See section on Youth Manifesto.

Workshop 3 - Q and A with Tegryn Jones (C.E.O) and Di Clements (Vice Chair PCNPA)

Questions from Youth Committee members

1. **What was your interest in the National Park / Outdoors as a young person?**

Di. Always used the outdoors, coastpath on holiday- swimming, walking- more people to experience- freedom- free range childhood.

Tegryn. Didn't learn anything about National Parks- much smaller NPA- small town upbringing- teaching Urdd outdoor activities.

2. **What are your expectations of our Youth Committee group?.**

Di. To educate me as to what the NP might look like in the future.

Tegryn. I don't want to create unrealistic expectations- to be honest and open and develop relationships.

3. How much sway do we have / what are we capable of?

Di. Depends on what ideas you have- lets see what you come up with.

Tegryn. Influence National Park Management Plan / Wellbeing Action Plan / Corporate Plan - nothing is impossible. You have an opportunity to feed in Charitable Trust. You could apply for funding from Welsh Government.

If you had '**One BIG idea**' - what would it be ?????? Start small and build up.....

4. What policies and ideas has the NPA to do with young people?

Tegryn Schools work 10,000 +per year but service is a service. What is it that makes us unique? – is there stuff we can do that makes us unique?.

Di. Can't always measure / count the things we offer (e.g. benefit to mental health from being outside)

6. Who would we work with?

Tegryn. Various teams- change depending upon the focus at any particular time.

Di. Members should become more involved in this process- different members attending.

7. What relationship does the NP have with farmers?

Di. The only farmer- accused of all makes of issues. Get dairy farmers in the NP to improve relationship with NPA to address issues.

Tegryn. Applying for funding for this type of work. Coast path network- good relationships with farmers and work with them- not always... Stewards-

8. How can NPA better help young people understand what is going on?

Tegryn. Communication is an interesting challenge. PSB Member organisations (e.g. PCC, PCNPA, PAVS, College, Health Board, Police, NRW,) are not sure what the best mechanism is.

How do you (Youth Assembly) connect?

Di. We need to keep trying / find the right angles?

Tegryn. Schools would be interested, more schools involved. Linked to be curriculum – health and wellbeing.

9. How and when will we be listened to?

Di. We're listening now- from today (you take info to meeting)

Tegryn. We'll always listen to you, but won't always be able to do what you want!
A combination of officers and members who would be there / communicate / (suggest put on Terms of Reference).

10. Where would we sit in the structure?

Tegryn. On a level with other groups and organisations. Committees making decisions- would feed to youth committee.

11. Are there any issues that we could take on and assist with?

Tegryn. - Climate change- Decarbonisation for 2030.

- biodiversity impact - how can young people help? – we need help...

- getting more young people to access and enjoy the NP. Help us to get more young people interested.

- money can be a challenge, help unlock funding for us

- getting more local young people working for us and other heritage organisations..

Di Being passionate about the NP- might have an impact- surprised how much it might help. Don't underestimate what you can achieve as individuals.

12, What's been your biggest project / most successful thing.

Tegryn Doing far more work to get more (diverse) people engaged in the National Park.

Di Looking after and promoting the NP.

13. Youth Manifesto- Heard about it?

Tegryn Yes, have had a number of meetings with Youth Rangers about it

Di Yes, we had a presentation to NPA Committee from 3 Youth Rangers

14. Fast tracking things through PCNPA Committee - is there any way? (It takes ages to do things.. ☹)

Di. Come up with what you want - be clear and focussed.

15. How should we communicate with you.

Di. Face to face is best – come to us! Clear, short reports etc. will be a good starting point as well.

Tegryn. Tell us your ideas in whatever way is easiest

16. Resources for meetings

T We can resource your meetings, but can't necessarily resource all ideas.

D. It's going to be a hard graft - but will bring reward!

Workshop 4 - Youth Manifesto development... see separate Youth Manifesto Action Plan

Workshop 5 – Castell Henllys ‘Mystery Shopping’

Castell Henllys Mystery Shopper Recording Form- What is the experience like for Young People?

Coast to Coast



Pics are of kids and families not teens.

Use pictures of more exciting things?

e.g. Wicker man on fire? Action shots e.g. sparks – fire lighting (like in new guide book?)

Maybe have one big focal pic rather than lots of little ones.

Castell Henllys Leaflet



See comments re: Coast to Coast

All Youth Committee would want to come here, but know that might not appeal to others

Site Entry (Carpark / Visitor Centre / Exhibition



Links to other places in NP are clear.

Maybe have some Celtic art / paintings of Celtic Gods / myths?

Good that there's not too much writing. Good balance with pictures.

Castell Henllys Booklet



Like the idea of an App – shame it doesn't work. Get it to work?

Good mix of pics and information .

£4.50 about right.

Walk from Centre to Hillfort inc. Barefoot Trail



Path is very steep and needs maintenance

What is boat? Needs interpretation (some prefer less panels though).

Barefoot trail looks fun but needs maintenance too

Hillfort (buildings / activities)



Buildings are cool – didn't really do activities

Facilities (Café, Loos, General accessibility)



Good

Does CH tell you about other bits of National Park?



(Nature, Landscape, Other 'heritage' (history) venues)

From what we saw Yes, but didn't get the full experience

Other ideas etc.

Insta #Campaign – Celtic selfies?? Pics with Celts??

Competition with cool prize to take best selfie / pic

Activity - Make small wicker man and burn it yourself? (Young people find fire exciting....)

Closing comments - evaluation

Present: Ethan, Rory, Libby, Carys, Dylan, Adam, Beba, Sam, Phoenix, Amy

😊	☹️	Suggestions
<ul style="list-style-type: none"> ○ Socialising with others ○ Variety of ages ○ Good discussions ○ Covering these topics ○ Getting out in winter! ○ The scenery ○ Learning stuff! 	<ul style="list-style-type: none"> ○ Had to stop interesting discussions too soon. ○ Not enough time! ○ Too much on agenda. ○ More depth on walk, shorter distance. 	<ul style="list-style-type: none"> ○ Idea- young people to lead discussions more

PROJECT IDEAS

- Design an interpretation panel that would appeal to YP?
- Early survey- what do other YP think / want relating to youth manifesto priorities?- take to NPA

NEXT STEPS

- Type up manifesto comments and other things from Residential
- Distribution to Youth Committee for feedback
- Ask NPA for link member and other requests
- Communication - To make sure everyone gets messages send by email and get someone to send a message round and tell others- ask someone to use MSGNG.
- First MTG Tuesday 21st April 4:30 for 5:00pm (with CHIPS!). Review documents, set priorities

Annex B

Pembrokeshire Coast National Park Authority

Youth Committee

Terms of Reference

Purpose of the Youth Committee

The Youth Committee was established to:

- i. Provide young people with a voice in National Park Authority, recognising that they are important stakeholders in the National Park and the work of the Authority.
- ii. To give young people's perspective on environmental issues in Pembrokeshire.
- iii. Represent the views of young people and enhance communication between them, staff and Members of the National Park Authority with respect to a range of National Park issues, policies and developments.
- iv. Support development of young people's involvement in new initiatives and projects where appropriate, and to ensure that services delivered by PCNPA are as effective as possible in meeting the needs of young people.
- v. Respond to the call for Youth Empowerment in the Europarc Youth Manifesto 2018 (Pembrokeshire context of the Youth Manifesto subject to regular review by the Youth Committee)

Examples of standing agenda items might include:

- Report from each Committee member on recent activities or issues as appropriate
- Guest speaker (staff member or expert speaker) to illustrate range of careers in the NPA / sector and inform discussion of matters arising
- National Park Authority Update
- Young Person's Update

Membership

- Members will be drawn from PCNPA Youth Rangers, Pembrokeshire Youth Assembly and members of the Public. Numbers will not exceed 12.
- Other young people are welcome to attend meetings in addition to the core members.
- Ideally, we will have one Authority Member who will be a champion for young people, who will seek to attend meetings regularly

Role of the Youth Committee members

- To be aware of the special qualities of the National Park and the opportunities they offer young people and the wider community.
- To represent the views of young people in a respectful manner, and to report back to other young people as effectively as possible.
- To be aware of the current role and involvement of young people in the National Park and in the work of the National Park Authority.

Meetings

- These will take place on a monthly basis on Tuesdays 4.30 / 5.00 p.m., including break for chips 😊 Finish by 8.00p.m. although the regularity of meetings will be subject to review by the Committee
- Meetings will be held at the Pembrokeshire Archives, or regular outdoor meeting venues / site visits as required
- An agenda will be circulated ahead of each meeting and notes will be taken which highlight key decisions, actions and responsibilities.
- Additional meetings can be organised if required and agreed by the Youth Committee. The Committee may also wish to set-up specialist 'task and finish' groups should the opportunity and need arise.

Communication

- Committee members will be part of a group email list, and manage their own Facebook Messenger chat group
- Issues for discussion will be sent in advance.
- Other communication tools such as Basecamp might be a feature of future communications

Amendment, Modification or Variation

- These Terms of Reference may be amended, varied or modified in writing after consultation and agreement by Committee members

Agreement of the Terms of Reference

- These Terms of Reference are effective from May 2020.

Annex C

Pembrokeshire Coast National Park Authority Youth Committee Minutes of online (Webex) meeting held on 21st April 2020 at 3.30pm

Present at the meeting:

Adam, Amy, Beba, Bryony, Carys, Dylan, Libby, Matthew, Phoenix, Rory, Sam, Tom, Graham, Rose

Apologies:

Ethan

Matters Discussed

Agenda Item	Discussion	Action
1	Welcome and introductions – everybody told their best nature joke	
2	Sharing of photos from the March residential – Tom shared his screen and showed everyone the photos from the residential in March – everyone agreed that these should be shared on the Your Park Facebook page, and staff and young people could re-post across social media.	Tom to post the photos on Your Park Facebook and send a link to this post to young people and staff
3	<p>Terms of Reference. Tom shared his screen and went through the draft terms of reference drawn up at the residential. Some members haven't seen it – they can email any additional comments to Tom.</p> <ul style="list-style-type: none">• Standing agenda items - Libby suggested a scenario for each meeting, to help us with discussions and decision-making.• Role of members – it was suggested that the first paragraph should be reworded. Also to add that members should be aware of the special qualities of the national park.• Reference to the group as “forum” should be changed to “youth committee”	Tom will make adjustments and send to the National Park Authority (NPA) for their meeting in early May (or possibly early June). From this, the NPA can elect to accept the terms of reference and nominate their Champion to attend future meetings.
4	<p>Europarc Manifesto. Tom has added all of the ideas and suggestions from the residential onto the working document for responding to this. It was agreed that this will be tidied up and at the next meeting members will be able to go through it and select the most important issues to focus on.</p> <p>There was a discussion about the best way to send this out to members to look at beforehand and it was agreed that everyone can open a PDF document.</p> <p>Graham reminded members that we could identify a “Big Idea” as Tegryn the Chief Executive of the National Park had visited the group at the residential and asked</p>	<p>Tom and Graham to tidy up this document and Tom to send a PDF of the document to members about a week before the next meeting.</p> <p>All members to read the document before the next meeting and think about suggestions for a Big Idea.</p>

	for this	
5	<p>Any Other Business. Tom showed members some of the work he is doing towards producing resources for families to complete a Family Garden Discovery John Muir Award.</p> <p>Members were asked:</p> <ul style="list-style-type: none"> • Do you think it's a good idea? All agreed yes. • Do you think it's suitable for young people your age? Most agreed yes. • Would you like to do one? Some agreed yes. <p>NB it was hard to tell how many voted yes as not all were visible on screen for this bit.</p>	<p>Tom to send members resources for the award when they are done.</p> <p>Members to have a go at completing the award if they want to.</p>
6	<p>Date of next meeting:</p> <p>Tuesday 5th May 2020 at 5.30pm.</p> <p>Members will receive an email invitation to join the meeting.</p>	<p>Tom to send email invite for next meeting.</p>

	<p>18. Renting – many landlords discriminate against young people, by not letting them have shared houses.</p> <p>20. Limit on buying second homes is already in National Park policies.</p> <p>21. Add a junior ranger team for young people under 16, and better promote young rangers. Heads of 6th form are contacted but no response. Discussion on best way to share information to young people. Have focus on this in another meeting.</p> <p>24. Outdoor Schools network</p> <p>41. Statement covered in original statement on low wages? Is this statement relevant to Pembs? Perhaps National Park as an employer could consider an “independent living allowance” for young people?</p> <p>42. Links with original statement, links in with national schemes such as apprenticeships, etc.</p> <p>Next meeting – group will identify the most important part.</p> <p>One Big Idea that Tegryn mentioned in the residential</p>	<p>Rose to share contact list of pupil participation teachers to Tom.</p> <p>ask Bryony Outdoor Schools Network to come to a meeting to meet members and help prepare a presentation to head teachers.</p> <p>Tom to amend doc to include changes decided upon</p> <p>Tom to do a survey for members to choose the most important aspect of the manifesto to focus on.</p> <p>this could be part of the survey as well.</p>
4	<p>June 3rd National Park Committee meeting – Youth Committee will be on the agenda. 2 spaces on the agenda – Tom/Graham plus one young person. Volunteers: Matt – others will be asked who are not here, and names pulled from a hat. We need to get information to the committee in 10 days time. We would like to present them with the one big idea and also look for a champion who will attend our meetings.</p>	<p>Tom to ask all members who would like to represent the group at the meeting on 3rd June</p>
5	<p>Any Other Business. Family John Muir Award film – Tom will send more info out to all members.</p>	
6	<p>Date of next meeting: Tuesday 19th May 2020 at 5.30pm. Members will receive an email invitation to join the meeting.</p>	