

**Subject:** Fairbourne Community Engagement  
Emergency Response Plans  
Task and Finish Group

**Present:** DHR Davies DHRD  
Louise Hughes LH  
Dafydd Roberts DR  
Shirley Hughes SH  
Eirian Redmain ER  
Julian Kirkham JK  
Mike Scott MS  
Stuart Eves SE  
Silvia Stephenson SS  
Aeron Humphreys AH

**Author:** AH / DHRD

**Date:** 23<sup>rd</sup> May 2014 11:00 – 13:00

**Location:** Dolgellau

ITEM NO	MINUTES	ACTION	TARGET DATE
<b>1.0</b>	<b>WELCOME</b>		
1.1	DHRD welcomed everyone to the first meeting of the T & F Group		
<b>2.0</b>	<b>INTRODUCTIONS</b>		
2.1	Everyone present introduced themselves and stated which organisation they were representing.  DHRD – Gwynedd Council - YGC LH – Gwynedd Council Councillor DR – Natural Resources Wales (NRW) ER - Natural Resources Wales (NRW) SH – Gwynedd Council – Emergency Planning JK – Arthog Community Council MS - Arthog Community Council SE - Arthog Community Council and Head Flood Warden SS – Fairbourne Facing Change AH – Gwynedd Council - YGC		
<b>3.0</b>	<b>ELECT CHAIR</b>		
3.1	DHRD elected as chair		
<b>4.0</b>	<b>APOLOGIES</b>		
4.1	Cefin Edwards		
<b>5.0</b>	<b>REPRESENTATION</b>		
5.1	It was agreed that the Police and Fire & Rescue Service should be part of this group in future. DHRD to get in touch with both to attend next meeting.	DHRD	

<p><b>6.0</b></p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p>	<p><b>FLOOD WARNINGS</b></p> <p>ER gives a brief outline of the flood warning that NRW issue.</p> <p>The most applicable for Fairbourne is the tidal flood warning as there is no specific fluvial flood warning.</p> <p>Brief discussion followed regarding households signing up to receive flood warnings. Should it be an opt out as opposed to opt in system?</p> <p>SS suggests putting information regarding flood warnings in the Fairbourne Facing Change Newsletter.</p>	<p>ER/SS</p>	
<p><b>7.0</b></p> <p>7.1</p>	<p><b>EMERGENCY PLANS</b></p> <p>SH gives a brief outline of the Multi Agency Response Plan which is high level response plan for professional partners.</p>		
<p><b>8.0</b></p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p> <p>8.5</p> <p>8.6</p> <p>8.7</p> <p>8.8</p> <p>8.9</p>	<p><b>COMMUNITY FLOOD PLAN</b></p> <p>SE states that it depends on how Fairbourne is flooded as to whether the emergency response could get to the area, and that the emergency response plans should be based on a worst case scenario.</p> <p>ER gives a brief introduction to the Fairbourne 'Community Flood Plan'.</p> <p>At present there are 10 flood wardens in Fairbourne who have been briefed regarding the Community Flood Plan and what they are to do during an emergency.</p> <p>The Police and Fire &amp; Rescue Service are aware of the Multi Agency Flood Plan and the Fairbourne Community Flood Plan.</p> <p>SS wants more information about the flood wardens and what are their roles and responsibilities.</p> <p>ER suggested that another meeting should be set up to discuss the current flood plan with the flood wardens to discuss roles and responsibilities.</p> <p>SE wants a leaflet to go out to the community to state that they are responsible for their own Health and Safety during a flood event.</p> <p>It was made clear that the Police and not the Flood Wardens that will be checking who is evacuated from Fairbourne and will note who has left the village through both exits. This will be discussed again when the Police are in the meetings.</p> <p>ER stated that NRW have their own internal plan to go with the community flood plan.</p>	<p>DHRD</p>	

8.10	SS wanted to know if these plans were in place during the incident of January 2014, ER replied saying that they were, and SS states that there should be more engagement in the community with the flood wardens.		
8.11	SE talks about the incident at the start of this year, explaining that the flood wardens were doing their job in Fairbourne but none of the residents contacted them during the incident.		
8.12	ER suggests that having a desktop flooding exercise in Fairbourne would help all to better understand their roles and responsibilities. The exercise could go through different scenarios.	ER/SS	
8.13	DHRD would like more clarification on how the Community Flood Plan and the Multi Agency Flood Plan work together and how they relate to each other.	ER/SH	
8.14	ER is concerned that not all the residents get the Flood Warnings.		
8.15	SE proposes having a siren in the village to warn people, this would need to be further discussed with the Emergency Services etc. before implementation. Unlikely to be effective because of the wind and noise during a storm.		
8.16	SS suggests that people of the village should be made more resistant and resilient to flooding. ER states that NRW can help with this, with information about flood guards etc.		
8.17	It was noted, however, that no flood guard could help during a failure of shingle bank because the flooding could be over 2 meters deep.		
8.18	Stickers on the windows could be used to show who have and haven't evacuated their properties during a flood warning. This needs to be discussed further.		
8.19	People with disabilities should have priority during an event because they cannot evacuate themselves. Is it acceptable to find out who has a disability and will need help during an event, to keep on file? How often should the records be updated? ER suggests that the flood wardens could do this and would be a chance for them to engage with their areas.		
8.20	There was a discussion about the issue of sandbags during a flood, that they give a false sense of security and during a large event they would not be able to give all the properties sandbags. It was noted that during the recent event in Barmouth, people would take the sandbags from around the flood boards, to protect their own property.		
8.21	LH suggested that there should be an article in the newsletter in Fairbourne to educate the people of the village that sandbags have limited benefits.	LH/SS	

8.22	<p>What happens when people will not evacuate their home? Discuss further with the Police at next meeting</p>		
8.23	<p>SE thanks NRW for their actions at Friog end of the beach during the January/February incidents.</p>		
9.0	<p><b>NEXT MEETING</b> Next meeting to be held in the evening at Fairbourne and to include all the Flood Wardens.</p> <p><i>Date:</i> TBA <i>Location:</i> Fairbourne / Arthog <i>Time:</i> TBA</p>		

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