

Meeting of : Fairbourne Project Board	Date: 04/12/2014
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Present:	<p>Huw Williams (HW), Gwynedd Council (YGC) Huw Davies (HD), Gwynedd Council (YGC) Cefin Edwards (CE), Gwynedd Council (YGC) Lisa Marshall (LM), Gwynedd Council (YGC) Shirley Huws (SH) Gwynedd Council Emergency Planning (GC) Peter Cole (PC), Fairbourne Facing Change (FFC) Sylvia Stephenson (SS), Fairbourne Facing Change (FFC) Phil Parker (PP), Fairbourne Facing Change (FFC) Hugh Harrison(HH), Fairbourne Facing Change (FFC) Greg Guthrie (GG), Royal HaskoningDHV (RHDHV) Rachel Smith (RS), Royal HaskoningDHV (RHDHV) Louise Pennington (LP), Natural Resource Wales (NRW) Keith Ivens (KI), Natural Resource Wales (NRW) Kerry Kierle (KK), Welsh Government (WG) Richard Williams (RW), Welsh Government (WG) Gareth Lloyd (GL), Snowdonia National Park (SNP)</p>
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Apologies:	<p>Nia Davies (ND), Gwynedd Council (Planning) Louise Hughes (LH) Gwynedd Council Councilor (GC) Richard Weston (RW), Natural Resource Wales (NRW) LM had informed ACC of meeting, no response received.</p>
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ITEM NO	MINUTES	ACTION	TARGET DATE
1.0	Introductions		
1.1	HW welcomed all to the meeting and individuals introduced themselves.		
2.0	Minutes and Actions Arising From Last Meeting 28th August 2013		
2.1	The minutes of the meeting dated 25 th of September 2014 were taken as being accurate. Several of the actions will be covered by the relevant Task and Finish Group Items.		
2.2	KK stated that the principles of the National Flood Scheme had been agreed. However, in order to avoid inequality with England, WG are comparing and reviewing thresholds, Council Tax Bands and Property Values. SS stated that she had recently re-insured her house and that there was no excess on her policy due to storm damage and overtopping. She had not mentioned flooding neither had she made a claim against her insurance.		

ITEM NO	MINUTES	ACTION	TARGET DATE
3.0	Responses to FFCAQ questions and Public Meeting- 21st November 2014		
3.1	LM reported that responses to both the Public Meeting and the FAQs were currently being compiled and that they would be distributed to the Project Board by 18 th of December 2014 for comments.	LM	18/12/2014
4.0	Fairbourne Moving Forward : Project Remit and Intent Discussion Paper		
4.1	GG reported that the Project Remit had been distributed to all relevant parties but only FFC had responded. Certain sections were missing and would require completion by the relevant Task and Finish Group – these omissions would be included post meeting. KK questioned whether WG had been sent a copy of the remit. LM stated that it was included as an attachment to the agenda of the meeting.	Task and Finish Groups	ASAP
4.2	(Item 3.1) GG re-iterated the intent of the document; its aim was to clarify the role of the Project Board, to outline the philosophy of the project, its aims, principles and objectives. It is an exploration of ideas, new things will emerge, it is not fixed in time and its scope is likely to increase as we the project moves forward. SS stated that it is important that the project is monitored, reviewed and reported on. HW responded by stating that the annual report will address these issues and show how far we have travelled.	All	End of October 2014
4.3	PC re-emphasised FFC's position on the Project Board i.e. observers with speaking rights and that this did not imply an acceptance of the policies within the SMP2. HW stated that FFC's involvement had enriched the project and that he understood and appreciated their caveat.		
4.4	(Page 2: Box 1- Intent of Plan) HW reported that all meetings WITH Network Rail (NR), despite having been arranged, had been cancelled. HW has arranged a further meeting in Cardiff. NW are spending a significant amount of money to maintain their infrastructure in Wales. GG informed the Board that during initial SMP2 discussions with NR they stated their intent to maintain their assets and that the policies within the SMP2 reflected this. PC informed the group that he believed that, in the future, responsibility for the rail network within Wales would be devolved to WG from Central Government. FFC have arranged a meeting with relevant WG ministers early in 2015.		
4.5	(Page 3:Second Paragraph) HW stated that the 30 to 60 years referred to timelines within the SMP2 and that the reference to 40 to 50 years was to provide a more definitive timeline for the community. GG will provide clarification on this point.	GG	
4.6	(Page 4: The Problem) The Task and Finish Groups will create baselines for assessing, monitoring and reviewing.	Task and Finish Groups	

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4.7	(Page 5: Planning for Adaptation Management) GG stated that the Met Office are looking into Climate Change projections and that these will be incorporated into the project when issued; at present, therefore, there is no change.		
4.8	(Page 6: ‘has negative impacts on.’) HW reported that he has been in discussion with officers from the Council’s Economic Development Department and that historical data is available that can be utilised to inform the project. SS stated that the Welsh Index of Multiple Deprivation (WIMD) document, the official measure of relative deprivation for small areas in Wales could provide further information and could be used to assess baseline conditions.	Task and Finish Groups	Ongoing
4.9	(Page 7: ‘It is intended ...to manage...change so that.’) HW confirmed that it was the intention to incorporate the aims within the monitoring and ongoing review process.	All	Ongoing
4.10	(Page 7: The Project Brief) GG stated that it was important to distinguish between principles – the situation is changing, and aims – monitor in order to address the principles.		
4.11	(Page 8: The Project Brief) HW stated that when completed, the Annual Report will be publically available. SS questioned whether a mid-year review was required to capture important changes or issues. GG asked how often the relevant websites were being accessed. PC stated that the FFC change website was having significant hits in particular after the second Week In/Week Out programme. LM stated that the number of hits on Gwynedd’s website was being monitored. SS informed the Board that the FFC Newsletter supplemented the Website and ensured inclusiveness to all members of the community.		
4.12	(Page 8: The Project Brief) There was concern that attendance at the Task and Finished Groups was diminishing. LM noted that this was a fair comment but that it was inevitable that pressure of work would impact on availability of certain officers. HD stated that attendance at the Emergency Planning Task and Finish Groups meetings had generally been quite good. GG stated that the Learning from Others Task and Finish Group was driven by issues arising; ideas, questions, how and where and challenges and that discussion was via E Mail.	Task and Finish Groups	Ongoing

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4.13	<p>(Page 9: The role of the Project Board will be) HW stated that there is a limitation of resource within Gwynedd Council to respond to the SMPS.</p> <p>KI informed the Board that NRW are currently looking into how much resource will be needed to implement SMP2.</p> <p>HD has produced an Annual Report to review the actions arising from the SMP2 – resource is a limitation to completing these actions.</p> <p>GG questioned how can we get funding to not defend? There is a cost in not looking at defence; it costs money to change, this project needs to assess this change, it goes beyond normal COBA analysis, there are long term sustainability issues to consider.</p> <p>Project Remit document to be updated and circulated for review and further comments prior to issue and acceptance as basis for project.</p>	All	Next Project Board Meeting
5.0	Task and Finish Groups – Chairs Update Reports		
5.1	Communication and Socio Economic Task and Finish Group - LM		
5.1.1	<p>LM provided feedback on the last public meeting held on the 21st of November 2014:</p> <ul style="list-style-type: none"> • There 31 attendees and, although a low turnout, all questions raised were relevant and that the associated answers would be cascaded throughout the village via appropriate conduits. • 88% of attendees felt that they were better informed after attending the meeting. • The potential of a Buy to Let Scheme generated significant interest. This scheme will form part of a Feasibility Study as soon as funding is made available. • A number of questions were raised in relation to care: <ul style="list-style-type: none"> ○ How do you pay for care if you cannot sell your home? ○ Are beneficiaries of your estate liable? <p>LM stated that she had discussed these issues with Margaret Jones (MJ) and she is looking into these issues.</p> <p>SS stated that she has discussed these issues with the Citizens Advice Bureau (CAB) who are also looking into the matter.</p>	Task and Finish Group	Ongoing
5.1.2	LM informed the Board that she is compiling the Annual Report and that she will be contacting relevant stakeholders for information.	All	Ongoing
5.1.3	LM stated that potential funding will allow for a project to review and analyse the effects on local businesses.		
5.1.4	SS thanked LM for her role in inspiring confidence within the community and how she has worked with the community. All agreed.		

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5.2	Emergency Planning Task and Finish Group -HD		
5.2.1	(Item 4.2.2) HD reported that he had met with ACC and Eirian Redmayne (ER) from NRW and that, as a consequence 12 Flood Wardens have been appointed and that a new Head Flood Warden is in place – Matt Burrows. As a result the Community Plan will be reviewed and revised.		
5.2.2	(Item 4.2.4) HD stated that ER is planning to conduct a desk top exercise once the new wardens have become accustomed to their new roles.		
5.3	Learn from Others Task and Finish Group - GG		
5.3.1	GG reiterated the remit of the group, namely to: <ul style="list-style-type: none"> • Provide information to focus on • Identify issues from the other Task and Finish Groups • Push the boundaries and look to the future • The guiding premise of the group is people asking questions. 		
5.3.1	(Item 4.3.2) GG informed the board that he and HD are continuing to develop a narrative and supplement technical aspects e.g. explaining return periods and trying to understand exactly what flooding means. GG distributed a leaflet titled ‘What does flood risk mean? Co-creating new risk communication with the public’ and a vision and action plan for the Lower Ouse Valley and Coastal Areas titled ‘Waking up to Tomorrow’ to the Board.	GG	Ongoing
5.3.2	(Item 4.3.3) GG stated that DEFRA are producing a research document relating to ‘Buy and Lease Back’ schemes based on the English Pathfinder Projects. This information is being tracked and there is the potential for a two-way sharing of information. Further data is being gathered and details will be available in 2015.	LFM Task and Finish Group	Ongoing
5.3.3	GG stated that LP had produced an update on where current research is focused. It also highlights the potential for submitting bids for funding in the summer of 2015. These would need to be in place by the Spring of 2015. Successful bids would provide funding to address gaps in research. All Task and Finish Groups have the potential to identify areas of research or value.	All	Spring 2015
5.3.4	KK questioned how the work of this particular Group related to the bids submitted to WG. LM responded by stating that the funding is required to further enhance and identify potential solutions. Research is multifaceted and interconnected.		
5.3.5	GG encouraged all Board Members to continuously challenge and question this Group.	All	Ongoing
5.4	Property Values, Planning & Insurance Task and Finish Group - RW		
5.4.1	LM is taking over chairmanship of this group from RW.		

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5.4.2	<p>(Item 4.5.3) LM reported that the issue regarding property values relating to the mortgage lenders requirement for a 60 year residual life on a property remained unresolved despite discussions with representatives from RICS; they are still unclear as to the 60 year requirement. More work in is required and will, potentially, need input from experts in the financial services sector. Further questions to consider include:</p> <ul style="list-style-type: none"> • Why does this requirement exist? • Can we challenge it? • Can it vary from one property to another? 	PV/P&I Task & Finish Group	
5.4.3	(Item 4.5.7) Further analysis is required to see how property values have changed; focus on hard, rather than anecdotal evidence.	PV/P&I Task & Finish Group	Next Project Board Meeting
6.0	Report From ACC		
6.1	<p>No members from ACC present at meeting. HD has attended Community Council meeting and reported on the results of the Task and Finish Groups. No feedback or questions in response.</p> <p>SS stated that it was important that ACC are engaged in the process; they are aware of the websites and so can become informed if they so choose.</p> <p>HW stated that HD's involvement in ACC's meetings is a conscious effort to keep them informed.</p> <p>PC stated that there were two vacancies on ACC and that these should have been filled. FFC have been informed, via Raymond Harvey from Gwynedd Council, that these vacancies will be filled by February 2015.</p>		
7.0	Report From FFC		
7.1	PP had suggested a traffic lighting system for the questions within the FAQ. All agreed that this was a good idea and would allow a visual demonstration of progress e.g. NRW work and Gwynedd Council's borehole regime.		
7.2	<p>PC stated that FFC's newsletter provides a good format for informing the community of news and activities.</p> <p>HD stated that the matrix of borehole locations will be finalised in January 2015 and that the actual monitoring will start in the Spring of 2015.</p> <p>SS questioned how its progress and findings will be reported?</p> <p>HW stated that results would be included in Annual Report but could also be included on the Websites or in the Newsletter.</p> <p>PC questioned whether there was a precedence for groundwater monitoring?</p> <p>GG responded by stating that there is an awareness of groundwater flooding but that we need to understand it in the context of the challenges we will face in the future.</p>		

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10.2	<p>GG stated that he was conscious that the project had been dealing with immediate issues and that there is a need to focus on the medium and long term i.e. the cost of relocation. We need to look at the end game and decipher how we get from the immediate to the end.</p> <p>HW questioned how this can be achieved, how can it be investigated?</p> <p>Suggested that a meeting be arranged and its results reported back to PB; FFC can be a part of the meeting.</p>	LM	Early 2015
11.0	Any Other Business		
11.1	<p>KK questioned whether there was a recognition of the rate sea level rise and was this being taken into account within the monitoring regime.</p> <p>GG responded by stating that new analysis is available from national tidal gauges and that correlation of data sets would be valuable GG will report on findings.</p> <p>HD reported that an inter tidal survey and a 3D laser scan of the shingle bank had been completed.</p>	GG	Early 2015
12.0	Date of Next Meeting		
12.1	To be agreed and circulated	LM	Early 2015