

Subject: Fairbourne Project Board

Author: Huw Williams

Date: 24/03/2015

Location: Glan Wnion Leisure Centre, Dolgellau

Present: Huw Williams (GC)
 Peter Cole (FFC)
 Sylvia Stephenson (SS) (FFC)
 Phil Parker (PP) (FFC)
 Hugh Harrison (HH) (FFC)
 Greg Guthrie (GG) Royal Haskoning DHV (RHDHV)
 Louise Pennington (LP) Natural Resources Wales (NRW)
 Kerry Kierle (KK) Welsh Government (WG)
 Richard Williams (RW), Welsh Government (WG)
 Louise Hughes (GC)

Apologies: Keith Ivens (KI) Natural Resources Wales (NRW)
 Rachel Smith (RS) Royal Haskoning DHV (RHDHV)
 Cefin Edwards (GC)
 Lisa Marshall (GC)
 Huw Davies (GC)
 Shirley Huws (SH) Gwynedd Council Emergency Planning (GC)
 Gareth Lloyd (GL), Snowdonia National Park (SNP)
 Phil Parker (FFC)
 Hugh Harrison (FFC)
 Nia Davies (NG), Gwynedd Council (Planning)
 Richard Weston (RW), Natural Resources Wales (NRW)

Item No	Action	By who	Date
1.0	Introductions		
1.1	HW welcomed all to the meeting and individuals introduced themselves.		
2.0	Minutes and action arising		
2.1	The minutes of the 04/12/2014 meeting were taken as being accurate.		
2.2	The actions to be discussed under the appropriate heading.		
3.0	FAQ3		
3.1	Apologise given by HW for late circulation of the latest edition of the FAQ's.	For info	
3.2	Response to later questions by FFC to be circulated mid-April as an addendum to FAQ3.	LM	April 2015
4.0	Fairbourne Moving Forward : Project Remit		
4.1	All agreed that there were no further comments from any party. GG to update the Project Remit for circulation for final comments prior to circulation to the community.	GG	April 2015
5.0	Annual Report		
5.1	Apologise given by HW that the annual report release for	LM	31/03/2015

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	comments are late. LM will circulate draft document 31/03/2015. FFC of the view that this will be a powerful tool.		
5.2	Project Board agreed to publish future progress reports at 6 month intervals.	LM	Sept 2015
5.3	The annual report to refer to the NRW "Wales Coastal Review" report.	LM	April 2015
5.4	FFC to be acknowledged as contributing to the Annual Report.	LM	April 2015
5.5	WG funding to be acknowledged in the report.	LM	April 2015
6.0	Core Task and Finish Group		
6.1	Flood Leaflet – Copy of Pwllheli and Porthmadog leaflet to be circulated to member of the Project Board. FFC to consider using a similar leaflet for Fairbourne.	LM FFC	April 2015 April 2015
6.2	Next Public Event 24 th April 2015 – Project Board nervous about event as little information available from NRW. LP has to make contact with AR to confirm that the event will be taking place. FCC requested total clarity on the roles in respect of the Flood Warden Scheme.	LP	April 2015
6.3	Network Rail - HW has been unsuccessful in his attempts to arrange a meeting with NR. HW to circulate copy of his email to Project Board members. Good open discussion held, with GG sharing dialogue with Network Rail during the SMP2 consultation period, LP sharing NR/NRW discussion and KK sharing WG views on devolved matters and on NR long term strategy and finance issues. LP to provide Project Board with information on NRW/NR interface at selected locations which includes Fairbourne. GG to supply copy of NR/SMP2 letter to PB.	HW LP GG	April 2015 May 2015 April 2015
6.4	RICS + 60 year rule – LM to chase up Dyfrig Siencyn. HW to provide Dyfrig Siencyn with a copy of GG's draft "Technical Note on Property Prices" paper.	LM/HW	April 2015
7.0	Learn from others Task and Finish Group – Property prices and GG draft "Technical Note on Property Prices" paper.		
7.1	GG gave an overview of the contents of the paper and answered questions on its contents. A copy of the paper to be circulated with the minutes (in confidence). The Project Board agreed that this work was a big step forward in addressing points raised by FFC.	HW	April 2015
7.2	All members of the Project Board to pass any comments by email to GG.	Project Board	April 2015
7.3	GG to have further discussion with North Norfolk District Council to verify what could be released to a wider audience.	GG	April 2015
7.4	GG to arrange a meeting between HW and North Norfolk District Council.	GG	April 2015
8.0	Emergency Planning Task and Finish Group		
8.1	Project Boards agreed that the chair should be taken over by NRW.	LP	April 2015
8.2	FFC concerned about the cancellation of a number of meetings since Feb 2015.	New chain of Task and Finish Group	ASAP
8.3	PB needs to know the date of the "desk top" exercise for Fairbourne.	LP	May 2015

Item No	Action	By who	Date
9.0	<i>Buy and Lease Back</i>		
9.1	GG informed meeting of lessons learned from work carried out in England.	For info	
9.2	Further progress dependant on finance of WG funding.	KK	July 2015
9.3	GG & LP to consider further other areas of funding the bids.	GG/LP	June 2015
10.0	<i>Report from ACC – None.</i>		
11.0	<i>Report from FFC</i>		
11.1	PB agreed to FFC request to change the FAQ document format. In future layout will be by topic areas to make information user friendly.	LM	July 2015
11.2	NRW updated FFC on Friog Corner Study Consultant to be appointed in April 2015.	For info	
11.3	NRW updated FFC on the timing of the delay Morfa project - expected start of work is July 2015.	For info	
11.4	Monitoring of ground water levels and installation of boreholes – FFC keen to see progress (post meeting note. Expected start of work to be June 2015).	For info	
11.5	FFC will be meeting the Minister 29 April 2015 to discuss all issues associated with Fairbourne.	For info	
11.6	SS keen for all sources of funding to be used to maximum effect. If opportunities arise to use finance to attract match funding – this should be a priority issue for the Project Board.		
12.0	<i>Funding</i>		
12.1	KK confirmed GC funding for 2014/2015(85% grant). This news was gratefully received by all. This is in addition to the monitoring (coastal and flood) monies.	For info	
12.2	KK also confirmed in Principle 2015/2016 funding for the project.	For info	
12.1 & 12.2 – Confidential until WG press release.			
12.3	KK informed meeting that WG would be employing a researcher to assist with the project, capture lessons learned and be responsible for circulating knowledge to others.		
13.0	<i>Medium/long term considerations.</i>		
13.1	This matter will be a key component of the PAR (Project Appraisal Report). Subject to finance work to commence in early 2015/2016.	For info	
14.0	<i>Any other business</i>		
	None other than ongoing action for GG to inform next meeting on new analysis from national gauges and its impact on collected data.	GG	July 2015
14.0	<i>Date of next meeting</i>		
14.1	24 th July, 2015 – Meeting Room 2, Cae Penarlag, Dolgellau @ 10.30am.		