

**National Flood Forecasting and Warning Service (NFFWS) - Steering Group Meeting –
Action Points and Notes of Meeting**

Subject:	National Flood Forecasting and Warning Service
Date	19 April 2023
Time:	2.00pm
Venue:	OPW 1GQ Dublin Office

Attendees:			
Chairman - Robert Mooney (RM)	OPW	Eoin Moran (EM)	Met Éireann
Ciaran Conroy (CC)	OPW	Eoin Sherlock (ES)	Met Éireann
Oliver Nicholson (ON)	OPW	Ciaran Broderick (CB)	Met Éireann
Nicola Haran (NH)	OPW	Susan Fitzgerald (SF)	DHLGH
Bryan Sheehan (BS)	OPW	Dara McGowan (DMcG)	CCMA
Mark Adamson (MA)	OPW		
Apologies:			
Robert Leonard (RL)	DAFM		

Agenda Item:	Description:	Follow Up Action By:
1.	Action Points and Notes of Previous Meeting (22 February 2023)	
	<p>The draft Action Point and Notes of the last meeting of 22 February 2023 were agreed, including edits received from Met Éireann.</p> <p>The chair (RM) went through the action points from the last meeting and confirmed that all items were completed.</p>	
2.	Stage 1 Implementation Plan - Update	
2.1.	Review of Progress update provided by MÉ and OPW	
2.1.1.	Stage 1 overview of progress to date and key tasks outstanding	
2.1.2.	Progress on Flood Forecasting Centre and staffing/training (MÉ)	
	<p><u>Agenda Items 2.1.1. and 2.1.2. were taken together.</u></p> <p>RM opened this agenda item by noting that a joint update report had been circulated in advance of the meeting, and asked if anybody had any questions in relation to the report. ES clarified that certain items marked in the document as deliverables for Q4 would be on track for delivery for end September and October as previously agreed.</p> <p>ES provided an update on discussions with ON regarding river gauges. The Group discussed the need for a planned approach to identifying and addressing the short term and longer-term needs, including at catchment level, and the roles and responsibilities of MÉ, OPW and other gauge owners such as the EPA.</p>	

Agenda Item:	Description:	Follow Up Action By:
	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>[REDACTED]</p>
3.	Report from the Technical Subgroup	
3.1	Progress update (ME)	
	<p>ES gave an update on this item, and confirmed that ON and CB had worked through proposals regarding gauges.</p> <p>There was some further discussion on the carrying out of a full review of future gauging infrastructure requirements in the early phases of Stage 2, including engagement with the ESB and the EPA, inputs from other reviews carried out by Dublin City Council, the Flood Policy Review and the EPA, including the Hydrometric Network Review.</p>	

Agenda Item:	Description:	Follow Up Action By:
4.	ME paper re delivery products.	
	<p>ES gave a presentation on the delivery of products under Stage 1, for circulation after the meeting.</p> <p>The key products being delivered were:</p> <ol style="list-style-type: none"> 1. Daily Flood Guidance Statement 2. 5-day flood guidance statement 3. Operational Updates 4. Advisory or High Tide Advisory <p>These products would be delivered through the Irish Flood Integrated Communication System (IFICS) visualisation and dissemination system. Test logins would be provided to the OPW.</p> <p>Key messages were also identified regarding what the service would and would not do at the end of Stage 1.</p> <p>RM commented that it was very clear in what the products will look like and that there was a requirement to inform key stakeholders as to the scope of the service to be provided at the end of Stage 1. There was some discussion as to the rationale for only sharing the forecasting information with the key stakeholders already identified and not with interested third parties.</p>	Circulate Presentation to the Group.
5.	Legal issues relating to the NFFWS	
5.1	Previous advice provided by D/Housing	
5.2	Outcome of Bilateral with D/Housing	
5.3	Next Steps	
	<p><u>5.1, 5.2 and 5.3 were discussed together.</u></p> <p>RM referred to the paper that was received from DHLGH in October 2021 and the matter of a follow up statement from NDFEM on their position. This was discussed at a bilateral between the OPW and the NDFEM and it was now considered appropriate for the Steering Group to make a decision on the issue.</p> <p>The paper advised that in considering the merits of putting flood warnings on a statutory footing, the cons outweigh the pros, with most other jurisdictions other than Germany adopting a non-statutory approach to this matter.</p> <p>The Group agreed that it was appropriate to proceed on a non-statutory basis and that the item could be removed from the agenda going forward. It would be appropriate to keep a watching brief on the broader issue of emergency alerts and the system being developed by the Department of the Environment, Climate and Communications.</p>	
6.	Communications	

Agenda Item:	Description:	Follow Up Action By:
6.1	Communications Working Group and Strategy (CWG)	
	<p>ES gave an update on this agenda item, and advised that the development of the IFICS system is progressing quite well, and the final training session was happening today, 19 April. Some of the Local Authority staff had been given access to it, and by the end of May it was hoped to have it rolled out to all Local Authorities.</p> <p>ON Requested login credentials for IFICS for relevant OPW staff.</p> <p>There will also be a workshop in September and will go operational towards the end of the year.</p> <p>In respect of the Severe Weather and Flood Liaison Manager (SWFLM) network, there had been two meetings this year, January and March. Turnout for the March meeting was lower than expected and it would be important to increase buy-in for the next meeting in May.</p> <p>The Group discussed the current use of disclaimers on some products and whether this would be appropriate when the products go live.</p> <p>The Communications Strategy had been finalised previously but not formally signed off by the Steering Group. It was agreed that the document would be recirculated for sign off at the next meeting.</p> <p>It was also agreed that it would be appropriate to involve the relevant corporate communications specialists to assist with the important messaging in the next phase of work. It was agreed that OPW would discuss this with MÉ to consider an approach in advance of the next meeting.</p>	<p>ES to recirculate Communications Strategy</p> <p>CC to contact ES regarding Communications input</p>
8.	Governance	
8.1.	Financial Arrangements 2023	
	<p>NH gave an update on the current financial arrangements. The balance of the funding to MÉ through the OPW for the establishment of the Flood Forecasting Centre is currently at €41,362.28. MÉ was asked to provide an update on any requirement for these funds.</p>	<p>MÉ to provide an update on any requirement for these funds.</p>
8.2.	Reporting Requirements	
	<p>CC gave an update on the reporting requirements.</p> <p>A report is currently being compiled on submissions that have been received, which will be reported back to the Interdepartmental Flood Policy Co-ordination Group.</p>	
9.	Risk Register	

Agenda Item:	Description:	Follow Up Action By:
9.1	Review of risk register	
	<p>RM opened up this agenda item, referring to a discussion at the previous meeting on updating the register..</p> <p>NH gave a presentation on a revised version of the Risk Register and this will be circulated to the Group for any observations.</p>	Circulate updated Risk Register for any observations
10.	AOB	
	<p>RM thanked everybody for working to deadlines.</p> <p>EM informed the Group on the planned replacement of radar in the Summer.</p>	
11.	Further Meeting Dates in 2023	
	<p>Following a discussion the following meeting dates were agreed:</p> <p>Friday 16th June @1pm Thursday 14th September @2pm Friday 29th September @1pm</p>	Dates to be circulated to group

DRAFT