

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

Subject:	National Flood Forecasting and Warning Service
Date:	24 April 2024
Time:	2.00pm
Venue:	OPW 1GQ Dublin Office

Attendees:			
Chairman - Robert Mooney (RM)	OPW	Sarah O'Reilly (SOR)	Met Éireann
Ciaran Conroy (CC)	OPW	Rosemarie Lawlor (RmL)	Met Éireann
Oliver Nicholson (ON)	OPW	Dara McGowan (DMcG)	CCMA
Mark Adamson (MA)	OPW	Susan Fitzgerald (SF)	DHLGH
Lorraine Counihan(LC)	OPW		
Bryan Sheehan (BS)	OPW		

Apologies:		
Robert Leonard (RL)	DAFM	

Agenda Item:	Description:	Follow Up Action By:
1.	Action Points and Notes of Previous Meeting (13 March 2024)	
	<p>Amendments to the actions points of the previous meeting were discussed and agreed.</p> <p>MÉ requested that action points are circulated more promptly following meetings in future.</p>	Amend Action points and reissue.
2.	[REDACTED]	
2.1.	[REDACTED]	[REDACTED]

Agenda Item:	Description:	Follow Up Action By:
	<p>[Redacted text block]</p> <ul style="list-style-type: none">• [Redacted list item]• [Redacted list item]• [Redacted list item] <p>[Redacted text block]</p>	

Agenda Item:	Description:	Follow Up Action By:
	<p>[Redacted text block]</p>	

4.	Risk Register	
4.1	Review of the risk register	
	<p>An updated Risk Register was circulated.</p> <p>SOR suggested the following changes to the risk register:</p> <ul style="list-style-type: none"> • 1.2 remove the wording e.g. coastal modelling. • 3.1 amend M-L to M in Residual Risk Level • 3.1 amend the narrative under measures to reduce/mitigate risk to Review the Communications Strategy to reflect the limitations of the Service and its delivery timeframe (exact wording to be agreed). 	Updated Risk Register to issue with new amendments.
5.	AOB	
	<p>RmL advised that they are again at full capacity, with 11 staff in the Flood Forecasting Centre.</p> <p>RmL further advised that M^É will be providing IFICS training to approx 200-300 staff from Local Authorities, Regional and OPW staff nationwide over the next 3 months.</p> <p>MA brought up an issue previously raised by the OPW with regards to redundancy in the system when transferring data from the OPW waterlevel.ie system to M^É. He commented that this issue is high risk and requires attention by M^É. M^É undertook to follow up.</p>	
	Next meeting is to take place on Friday 14 June @ 2pm in OPW, 1 Georges Quay	