

Message

**From:** REED Neil [neil.reed@uk.arteliagroup.com]  
**Sent:** 11/09/2015 15:01:31  
**To:** M.Smith@maxfordham.com  
**CC:** Claire Williams [clwilliams@kctmo.org.uk]; MALCOLM Andrew [andrew.malcolm@uk.arteliagroup.com]; CASH Simon [simon.cash@uk.arteliagroup.com]; LOWE Michelle [michelle.lowe@uk.arteliagroup.com]; LIM Chweechen [Chweechen.Lim@uk.arteliagroup.com]; JAMES Colin [colin.james@uk.arteliagroup.com]  
**Subject:** FW: Grenfell lift

Matt,

Does the below matter fall within the scope of your services please? If not, do you know with whom it does?

I am working from the assumption that there must have been a coherent strategy for the MEPH design encompassing all the implications to lifts and fire safety, etc. and that the Scope of Contract Works provides for all that is required to deliver a safe and working building. fit for its intended purpose.

I'd be grateful for your earliest response as Artelia is not best placed to provide advise to TMO in this regard: design coordination, scoping and resolution do not form part of our brief.

Thanks



**Neil REED**

Head of Project Delivery

**ARTELIA UK**

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**From:** Claire Williams [clwilliams@kctmo.org.uk]

**Sent:** 11 September 2015 10:55

**To:** REED Neil; MALCOLM Andrew  
**Subject:** FW: Grenfell lift

Chaps

Can you please give me a ring with your views on this, and where we go with it?

There seems to be a couple of anomalies.

**Claire Williams**  
**Project Manager**



t: [REDACTED]  
m: [REDACTED]

a: The Network Hub, 292a Kensal Road, London, W10 5BE

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**From:** Simon Lawrence [mailto:slawrence@rydon.co.uk]  
**Sent:** 11 September 2015 10:48  
**To:** Claire Williams; Steve Blake  
**Cc:** neil reed (neil.reed@uk.arteliagroup.com); MALCOLM Andrew (andrew.malcolm@uk.arteliagroup.com); Jason North  
**Subject:** RE: Grenfell lift

Morning Claire,

I understand your concern but I don't believe you have any working systems within Grenfell that will send the lifts to ground in case of a fire. In any case there certainly aren't any audible alarms apart from the smoke detectors within the residents own flats and a lift button that residents press if they are stuck in a broken lift.

I believe that you only have an existing visual fire alarm panel on walkway level inside the front door which flashes a light if a smoke detector in the communal is tripped. It can't be connected to the lifts because over the past year there has been some flashing lights when smoke heads have been tripped or faulty but the lifts still work fine.

If you remember this fire panel was originally located behind the old concierge desk on the ground floor. At that time your strategy involved the Concierge or Security guard seeing the light flashing then calling either the fire brigade or your emergency callout team. Over a year ago this was moved to walkway when the concierge got stripped out. Since then I don't believe you have anyone monitoring the panel because there is no longer a concierge. So effectively it is redundant.

I can only think that maybe your lifts either reset themselves because of a fault or someone was working on the lifts at the time and one of the residents happened to be in the lift at the same time. It may be worth you talking to your lift maintenance engineers. Alternatively it could just be one of the residents group taking the lift down to the lower floors where we are working and realising that they cannot get out because of our hoarding. Then asking the question what happens in a fire.

I've consulted my H&S manager this morning and reviewed the situation. Our thoughts are that we could put temporary signs in the lifts advising that residents should go to Floor 2 (Walkway level) in the event of an emergency. Other than that your fire strategy will stay the same, which is a stay put policy. The main entrance/exit is only at walkway level and



your existing emergency staircase also ends at walkway level. We have a process in place with the Fire Brigade that they can access the ground floor to get to the dry riser, etc.

Regards

Simon Lawrence, ACIOB, MInstLM

Contracts Manager

T [REDACTED]  
M [REDACTED]

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**From:** Claire Williams [<mailto:clwilliams@kctmo.org.uk>]

**Sent:** 11 September 2015 09:28

**To:** Simon Lawrence; Steve Blake

**Cc:** neil reed ([neil.reed@uk.arteliagroup.com](mailto:neil.reed@uk.arteliagroup.com)); MALCOLM Andrew ([andrew.malcolm@uk.arteliagroup.com](mailto:andrew.malcolm@uk.arteliagroup.com))

**Subject:** RE: Grenfell lift

Hi Simon

After our conversation I have asked about audible alarms, and will check with Alex Bosman/Chubb on the fire panels.

I have asked Peter Maddison to let me know which flat reported this so we can get some feedback.

Meantime, there is an issue if the lift goes to ground – as residents cannot escape from within your cordon. I am mindful that you are away next week, so can you please pick up with H&S/CDM and Artelia how this needs to work to ensure safety for residents and any visitors.

Thanks

Claire Williams  
Project Manager



t: [REDACTED]  
m: [REDACTED]

a: The Network Hub, 292a Kensal Road, London, W10 5BE

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**From:** Simon Lawrence [<mailto:slawrence@rydon.co.uk>]

**Sent:** 10 September 2015 17:55

**To:** Claire Williams; Steve Blake

**Cc:** neil reed ([neil.reed@uk.arteliagroup.com](mailto:neil.reed@uk.arteliagroup.com)); MALCOLM Andrew ([andrew.malcolm@uk.arteliagroup.com](mailto:andrew.malcolm@uk.arteliagroup.com))

**Subject:** Re: Grenfell lift

Claire,

I've had a chat with Jason and apparently I was wrong. During early fire brigade meetings with Simon O we were told that the lifts have to be brought down to ground in case of emergency. Which what they still do.

On the phone you said that there was a fire alarm which brought the lifts down to ground. I can't understand how that is possible because you do not have any audible fire alarms in the communal areas. In addition to this I don't believe that the existing panel by the walkway entrance door is working anyway. So I'm not sure what has happened.

Do you have anymore information? Is it possible that the lift alarm button was pressed by the resident in error which brought the lift down?

Regards

Simon Lawrence ACIOB, MinstLM  
Contracts Manager  
Rydon Maintenance Ltd  
Mobile no. [REDACTED]

----- Original message -----

From: Claire Williams <[clwilliams@kctmo.org.uk](mailto:clwilliams@kctmo.org.uk)>

Date: 10/09/2015 17:09 (GMT+00:00)

To: Simon Lawrence <[slawrence@rydon.co.uk](mailto:slawrence@rydon.co.uk)>, Steve Blake <[SBlake@rydon.co.uk](mailto:SBlake@rydon.co.uk)>

Cc: "neil reed ([neil.reed@uk.arteliagroup.com](mailto:neil.reed@uk.arteliagroup.com))" <[neil.reed@uk.arteliagroup.com](mailto:neil.reed@uk.arteliagroup.com)>, "MALCOLM Andrew ([andrew.malcolm@uk.arteliagroup.com](mailto:andrew.malcolm@uk.arteliagroup.com))" <[andrew.malcolm@uk.arteliagroup.com](mailto:andrew.malcolm@uk.arteliagroup.com)>

Subject: Grenfell lift

Simon

Further to our telecon of today, can you please confirm that your contractors have adjusted the current 2 lifts to both stop at 'walkway'/level 2 (rather than the ground/street level) in case of fire.

Thanks

Claire Williams  
Project Manager



t: [REDACTED]  
m: [REDACTED]

a: The Network Hub, 292a Kensal Road, London, W10 5BE

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