

**EXPERT PANEL MEETING – Wednesday 6 December 2017, 1000-1200**

**Room F4D, DCLG, 2 Marsham Street, London**

**ATTENDEES**

- Sir Ken Knight – Chair
- Ann Bentley – Global Director, Rider Levett Bucknall
- Dr Peter Bonfield - Chief Executive, Building Research Establishment
- Roy Wilsher – Chair, National Fire Chiefs Council
- Rachel Stephenson– DCLG
- Terry Stocks - DCLG
- Louise Upton – Home Office
- Neil O’Connor – DCLG
- Clare Simpson / Andrew McNeill / Jenni Henderson – DCLG (for Item 3b)
- Ross Easton - DCLG
- Ann-Therese Farmer – DCLG
- Brian Martin – DCLG
- Bill Mackenzie – DCLG (for item 4a)
- Erin Cowburn (for item 3a)
- Ruby Thompson - DCLG
- Eunice Boye – DCLG
- Jerome Ma – Secretariat

**AGENDA**

ITEM	PAPERS; [OWNER]	TIME
<b>1. Introductions and Declaration of interests</b>	Paper-06Dec-001 – Action log	<b>10:00</b>
<b>2. Updates from DCLG and Chair</b>		
a) Update on NFCC/LFB-led review of waking watch advice in Jan	[Roy Wilsher / Ken Knight]	<b>10:05</b>
b) Update on procurement of non-ACM research	[Brian Martin]	<b>10:10</b>
<b>3. Live Workstreams – ACM cladding issues</b>		
a) Update on private sector data collection	[Erin Cowburn]	<b>10:15</b>
b) Stakeholder work	[Andrew McNeill/Clare Simpson/Jenni Henderson]	<b>10:25</b>
c) IRG analysis on remedial measures and timescales.	Paper-06Dec-002a - Baseline Remediation Plan; Paper-06Dec-002b - Industry Capacity [Rachel Stephenson / Terry Stocks]	<b>10.40</b>
<b>4. Live Workstreams - Wider fire and structural safety issues</b>		

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ITEM	PAPERS; [OWNER]	TIME
a) <b>FOR SIGN OFF</b> - Communications on Independent Review interim report	Paper-06Dec-003 – Review interim report comms note <b>FOR SIGN OFF</b> [Bill Mackenzie]	11:10
b) <u>For info</u> : External Wall Insulation advice and update on Large Panel Systems work	<b>FOR INFO</b> - Paper-06Dec-004a – EWI advice note; <b>FOR INFO</b> - Paper-06Dec-004b – DCLG summary of BBA report [Nick Price / Brian Martin]	11:40
<b>5. Comms / stakeholders</b>		
a) Panel to note upcoming meetings: <ul style="list-style-type: none"> <li>• 6 Dec, 12.30pm – DA catch up</li> <li>• 6 Dec, 5pm – BSP Xmas Party</li> <li>• 7 Dec, 1pm – IRG meeting - Terry to update Expert Panel</li> <li>• Late w/c 4 Dec – publication of non-ACM advice, IRG note and EP ToRs.</li> <li>• 18 Dec – Publication of interim report</li> <li>• 20 Dec – publication of EP comms note</li> </ul>		11:55
<b>6. Summary of actions and AOB</b>		
a) Buildings other than high rise residential, hospitals, care homes etc.; Buildings below 18 metres	[Roy Wilsher]	
b) <u>For info</u> : Interim report from Victorian Building Authority Cladding Taskforce	<b>FOR INFO</b> - Paper-06Dec-005 - Victorian-Cladding-Taskforce-Interim-Report-November-2017 [Ken Knight]	