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From: Philip Lee Morris
Sent: 15 June 2017 20:58

**To:** Donna Wootton; Rupinder Hardy

**Subject:** Re: Emergency Response Team support requested for Kensington Fire

Good evening Donna

Thank you for allowing me to do what I can.

Yes, you're right - LALO for me if possible. If I'm with or nearby Rupinder would be good, but her troubleshooting skills are second to none.

I'm in all day tomorrow and with the exception of an 11-12 meeting in free if refresher is needed.

Thank you again

Phil

Philip Lee-Morris Regeneration & Housing Ealing Council

Email - <u>leemorrisp@ealing.gov.uk</u> leemorrisp@gcsx.ealing.gov.uk

From: Donna Wootton < woottond@ealing.gov.uk>

Sent: Thursday, June 15, 2017 8:41 pm

Subject: RE: Emergency Response Team support requested for Kensington Fire

To: Rupinder Hardy < hardyr@ealing.gov.uk > Cc: Philip Lee Morris < leemorrisp@ealing.gov.uk >

Hi Rupinder,

Great. So I would definitely need to run you through training as it's a formal request (liability etc) but I can do our LALO training in an hour if you have that to spare tomorrow?

Phil- yes trained for either the LALO or rest centre manager role as they've requested so let me know which you'd rather. Im guessing LALO?

And I presume you both mean the day shift?

Thank you- I think this is going to be quite protracted so we may be looking for support for a while so anything is v much appreciated

From: Rupinder Hardy Sent: 15 June 2017 20:16

To: Donna Wootton < Donna Wootton

Cc: Paul Najsarek; Keith Townsend; Simon Freeston; Sophie Donoghue; Philip Lee Morris

Subject: Re: Emergency Response Team support requested for Kensington Fire

Hi Donna,

I was talking about this with Philip today and we'd both like to help in any way on Saturday. Whilst I'm not fully trained, Philip has, in the past been fully involved and has kindly offered to support me should you allow us both to volunteer together.

It's harrowing to see this on the media and if we can do anything to alleviate the burden on staff and support the families, then please do let us know.

If you feel that without training I'm not equipped, then I'll understand. However, I can't speak for Philip so he may want to do this anyway or be needed due to his training. Philip, I hope you don't mind me including you in my email, I just had to volunteer the two of us.

Let me know. Rupinder

Rupinder Hardy Digital & Print Support Services Manager

hardyr@ealing.gov.uk

On 15 Jun 2017, at 19:52, Donna Wootton < Wootton D@ealing.gov.uk > wrote:

## SENT TO THE EMERGENCY RESPONSE TEAM

Dear all,

Kensington and Chelsea are looking for staff to support their ongoing response over tomorrow and the weekend.

The requirements, from London boroughs, are to find 4 x LALOs, 4x Rest Centre Mangers/ staff and 4 x BECC staff for each shift.

Please let me know if you would be available to cover a role and which shift: Friday (0900-2000 or 2000-0900), Saturday (0900-2000 or 2000-0900), Sunday (0900-2000 or 2000-0900).

You are all fully trained and prepared but feel free to come to myself, Simon or Sophie tomorrow for a briefing/ run through if you'd like. Please also check with your line manager if volunteering in work time.

You will have seen the devastating scenes from the incident over the last few days and note that these are likely to be traumatic environments to work in. Please recognise this if volunteering and speak to myself if you have any concerns beforehand. Obviously any support would be greatly appreciated by the borough and community.

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Thank you

Donna Wootton

Head of Emergency Management