

**IN THE GRENFELL TOWER INQUIRY**

**SECOND WITNESS STATEMENT OF MARK PALMER**

**Section 1 – Introduction**

1. I am a Senior Partner at Max Fordham LLP (“MF”). I have been given authority to make this statement on behalf of the partnership to the Grenfell Tower Inquiry (“Inquiry”).
2. I make this statement further to my first Witness Statement, dated 10 October 2018, and in response to the Inquiry’s request for evidence No.2 dated 7 February 2019 under Rule 9 of the Inquiry Rules 2006 (“Request No.2”). I have addressed the questions raised in the Inquiry’s Request No.2 insofar as I am able. Except where I state otherwise, I make this statement from matters within my own knowledge and they are true to the best of my knowledge.
3. I personally had no direct involvement with Building Control, or interactions with third parties in relation to Building Control, throughout the duration of my involvement in the project.

**Section 2 - Max Fordham’s interaction with Building Control and Third Parties relevant to Building Control**

4. The Inquiry’s Request No.2 asks that MF produce a “detailed chronology which sets out all interaction Max Fordham had with the Royal Borough of Kensington and Chelsea (RBCK) Building Control department, and any third parties relevant to building control, regarding the refurbishment of Grenfell Tower between 2012 and 2016.”
5. Exhibit [MP/31] to this statement sets out a chronology responding to the Inquiry’s above request (“Chronology”). MF’s solicitors have collated the Chronology from the

documents held by MF. Four direct communications with Building Control have been found (in bold on the Chronology), the majority of which are during the pre-tender stage. The rest of the Chronology details MF's interaction with third parties in relation to Building Control.

### **Section 3 – Inquiry's questions**

6. The Inquiry's Request No.2 includes the following two specific questions:

*"1. Did [MF] receive a copy of the decision / approval notice from RBKC?  
2. Did [MF] maintain a Building control tracker? If not, how was issue to, and response from, RBKC monitored"*

7. In answer to the Inquiry's first question, MF did not receive a copy of RBKC's decision/approval notice. However, on 8 July 2016 Rydon emailed Artelia and copied in Matt Smith of MF [MAX\_0010256] attaching a copy of RBKC Building Control's Completion Certificate dated 7 July 2016 [MAX\_00002655].

8. In answer to the Inquiry's second question, MF did not keep a "Building Control tracker". Studio E as the lead consultant for the project were responsible for liaison with Building Control in the pre-tender design stage. Following the award of the contract to Rydon, as the design and build contractor, full execution of the design work was Rydon's responsibility. Rydon were also responsible for liaison with Building Control and for obtaining Building Control approval for the works.

### **Statement of Truth**

**I believe that the facts stated in this witness statement are true.**

**I am willing for this witness statement to form part of the evidence before the Inquiry and to be published on the Inquiry's website.**

**Signed**



**Mark Palmer for and on behalf of Max Fordham LLP**

**Dated**

**25/03/19**

**Second Witness Statement of: Mark Palmer**

**Date: 25 March 2019**

**(Rule 9, Inquiry Rules 2006)**

**IN THE GRENFELL TOWER INQUIRY**

**EXHIBIT MP/31 TO THE**  
**SECOND WITNESS STATEMENT OF MARK PALMER**

Exhibit	Description
MP/31	Chronology of interactions with Building Control and third parties relevant to Building Control

**EXHIBIT MP/31 – Chronology**

<u>Production No.</u>	<u>Date</u>	<u>Document</u>	<u>Reference to Building Control</u>
MAX00000037	24.05.12	Notes of Design Team Meeting 2 held on 24.05.12	"Planning / Building Control to be consulted on energy requirements/standards. Action: [Studio E / Max Fordham]"
MAX00000073	18.06.12	Notes of Design Team Meeting 3 held on 07.06.12	"With regards early Building Control queries (e.g. cooker hoods, Part L interpretation) it is proposed to consult an approved inspector first. Action: [Max Fordham / Studio E]"
MAX00000188	13.08.12	Leadbitter Schedule of Design Deliverables	"Building Control Submission (initial Submission)...Architect responsible [for]...input required from Structural / Civil Engineer, M&E Engineer..."
MAX00003112	28.08.12	Email from BSounes (Studio E) to AMcQuatt (MF)	Contact details for John Allen (Special Projects Manager) and Dave Gammon (Principal Building Control Surveyor (Fire Regulations)) of RBKC Building Control.
MAX00003118	29.08.12	Email from AMcQuatt to RBKC Building Control	Attaching "Grenfell Tower – Building Regulations Guidance" spreadsheet (MAX00000262  [Refer to paragraph 12 of the witness statement of Matt Cross Smith]
n/a	n/k	Call from AMcQuatt to RBKC Building Control	This was in relation to Part L (Energy) of the Building Regulations 2010 and whether the new flats in the lower floors should be treated as new build or refurbishment. RBKC Building Control advised that the new flats should be treated as refurbishment; but that they would need energy performance certificates (EPCs).  [Refer to paragraph 40 of the witness statement of Andrew McQuatt]
MAX00003174	13.09.12	Email from BSounes (Studio E) to MAnderson (TMO)	"Terry [Ashton of Exova] didn't identify any fundamental problems with the fire strategy but liaison with Building Control is essential because, as he put it, RBKC set their own standards"
MAX00003175	13.09.12	Email from DHale (Artelia) to MAnderson (TMO)	"Will Terry [Ashton of Exova] liaise with Building Control direct, or does he require our input?"
MAX00000311	18.09.12	Notes of Project Meeting 8 held on 06.09.12	"Exova need to understand the existing situation and whether LFB do test the system twice a year, and what was behind the proposed upgrade works to the smoke exhaust/fire. The statutory position on the design needs to be established as it is not possible for Building Control to insist on enhancements. Action: Exova"
MAX00000449	04.10.12	Notes of Design Meeting 9 held on 04.10.12	"[Studio E] reported back on consultation with Exova pm proposed draft fire strategy to be sufficient to proceed subject to RBKC / LFB. [Studio E] /

			Exova to arrange meeting with RBKC building control following sign off of Stage C. Action: [Studio E/Exova]"
MAX00003250	11.10.12	Email from TAshton (Exova) to AMcQuatt (MF)	"I think you can take it as read that, notwithstanding the statutory situation, building control/fire service will push for [back-up power supply to the smoke extract fans / control equipment]"
MAX00000447	04.10.12	Notes of Design Meeting 10 held on 18.10.12	"Leadbitter requested clarification on the use of RBKC building control"
MAX00003295	23.10.12	Email from AJess (Studio E) to SStrazzulo (Curtins)	"The plan for Thursday is to initially have a brief discussion on respective design issues to highlight areas for further coordination with a particular focus on allowing Terry [Ashton of Exova] to make contact with RBKC Building Control as soon as possible"
MAX00000434	25.10.12	Appleyards Risk Register	"Transfer of Building Control responsibility from Design Team to Contractor...Novation of design team during RIBA stage D will have overlap with responsibility for developing & meeting Building Control"
MAX00003343	06.11.12	Email from AJess (Studio E) to AMcQuatt (MF)	Email following Studio E's Meeting with Building Control  [Refer to paragraphs 32 & 64 of the witness statement of Matt Cross Smith]
MAX00003350	07.11.12	Email from AJess (Studio E) to TAshton (Exova)	"Please find below my notes following our meeting with RBKC Building Control regarding fire strategy..."  [Refer to paragraph 32 of the witness statement of Matt Cross Smith]
MAX00003361	11.11.12	Email from AMcQuatt (MF) to AJess (Studio E)	"If there are [going to be any new refuge areas in lobbies] I think I will need to provide a refuge telephone system to provide two-way voice communication between the fire refuge and reception. It would be good to know if you covered this with building control."
MAX00000502	02.01.13	Leadbitter's Grenfell Tower Refurbishment Buildability Review December 2012	"A detailed survey and report is required of all the existing M&E installations in order to ensure any new installation can connect or interface with existing infrastructure. The findings of this report will need to be discussed and agreed with the Building Control Officer and client."
MAX00003452	30.01.13	Email from BSounes (Studio E) to SStrazzulo (Curtins)	"We believe Exova or another specialist will be maintained for a Building Control Application"
MAX00000758	30.08.13	Schedule of Surveys	"Smoke Extract... Building Control approval to be confirmed"
MAX00000798	10.09.13	Minutes from Meeting with TMO On 10.09.13	"Matt [Smith] to contact Building Control regarding how to ensure common areas do not overheat" "Building Control to confirm whether it would be adequate to sterilise just the main CWDS and ignore the branches" "Matt to check with Building Control to confirm whether sterilisation will be needed in the branches or not."  [Refer to paragraph 13 of the Witness Statement of Duncan Campbell]

MAX00003637	11.09.13	Email from PBooth (Artelia) to MSmith (MF)	"Building control contact [details for John Allen] for you."
MAX00003671	13.09.13	Email from MSmith (MF) to SStrazzullo (Curtins)	"To prevent overheating of the lobbies from the higher temperature heating mains we have proposed that the smoke extract system be used to ventilate these areas. If this is not acceptable to Building Control however then an alternative method would be required."
Inquiry Ref TBC	25.09.13	Email from BSounes (Studio E) to MSmith (MF)	"I propose to forward [the attached option for the EMB office] to Building Control for comments and discuss with the TMO, probably next week."
Inquiry Ref TBC	30.09.13	Email from BSounes (Studio E) to TAshton (Exova)	"I nevertheless want to submit [a layout of the boxing club] that works to Building Control in the next few days."
Inquiry Ref TBC	01.10.13	Notes of Design Team Meeting held on 24.09.13	"The proposal to cool the common areas is to ventilate through the smoke extract system. Building control has been contacted on this and is seeking view from the fire brigade. [Matt Smith] to chase." "[Claire Williams (TMO) / Philp Booth (Artelia)] to proceed with building control application"
Inquiry Ref TBC	02.10.13	Email from BSounes (Studio E) to TAshton (Exova)	"How far are we from being able to approach Building Control with a motivation / justification for the smoke exhaust system?"
Inquiry Ref TBC	02.10.13	Email from MSmith (MF) to TAshton (Exova)	Attaching marked up comments on smoke extract drawing (Inquiry Ref TBC).  [Refer to paragraph 35 of the witness statement of Matt Cross Smith]
Inquiry Ref TBC	08.10.13	Notes of Design Team Meeting held on 08.10.13.	"[Matt Smith] stated that the cooling of common areas assumes using the smoke extract system. This is still with Building Control for fire approval. MS to prepare proposal and chase approval. MS to advise on ventilation to the boiler room."
Inquiry Ref TBC	14.10.13	Email from BSounes (Studio E) to CWilliams (TMO)	"Can I suggest I take [the width of the external staircase] up with Exova and we possibly submit a 1000mm wide stair to building control when we submit our pack later in the week?"
MAX00003741	15.10.13	Email from BSounes (Studio E) to MSmith (MF)	"(Urgent) Motivation for renewing smoke exhaust/general fire strategy submission to Building Control."
Inquiry Ref TBC	21.10.13	Email from DCampbell (MF) to TAshton (Exova) attaching written proposal (Inquiry Ref TBC and schematic for the lift lobby smoke control (Inquiry Ref TBC).	"Attached is a written proposal and schematic showing what we would like to propose to Building Regs. for the lift lobby smoke control."  [Refer to paragraph 36 of the witness statement of Duncan Campbell]
Inquiry Ref TBC	22.10.13	Email from TAshton (Exova) to DCampbell (MF)	"I appreciate that you are making an existing (unsatisfactory) system more reliable. However, given RBKCs comments when we met them, they are likely to require that we demonstrate in some way that this system is as good as (or better than) a compliant natural ventilation system."



			[Refer to paragraph 37 of the witness statement of Matt Cross Smith & paragraph 35 of the witness statement of Duncan Campbell]
Inquiry Ref TBC	23.10.13	Email from BSounes (Studio E) to CWilliams (TMO)	“Contrary to my previous understanding Exova are cautious about taking the main fire escape through the entrance lobby. Perhaps the external door shown could be on a fail-safe magnetic lock with intercom and fob access? This is subject to Building Control.”
MAX00003754	25.10.13	Email from BSounes (Studio E) to RBKC Building Control (copying in DCampbell)	“Further to our meeting at RBKC on 17 August we are now in a position to forward your our proposed fire strategy for Grenfell Tower for comment. Please see attached fire strategy drawings, strategy document from Exova and a description of the proposed upgrade to the smoke exhaust system.”
MAX00003780	29.10.13	Email from BSounes (Studio E) to CWilliams (TMO), DCampbell and MSmith (MF)	“On a much smaller refurbishment project with Max Fordham recently we have successfully argued the case with Building Control for not upgrading areas of roof/wall that are not touched by the refurbishment. As I understand Part L we only need to upgrade the thermal performance of a part which is to be replaced. Eg a roof membrane/window etc.”
MAX00003794	30.10.13	Email from BSounes (Studio E) to DCampbell (MF)	“...these are the points Paul Hanson [RBKC Building Control] discussed with me earlier today when he called...”  [Refer to paragraph 37 of the Witness Statement of Duncan Campbell]
MAX00003800	31.10.13	Email from CWilliams (TMO) to BSounes (Studio E)	“Fire strategy and building control: Bruce can you make this easy for me, and give me direct tel nos and any references etc. Also you need to do me a bullet point prompt on the specific areas so I mention all the issues.”
MAX00000960	01.11.13	Employer’s Requirements for MEP Services	“On completion of the installation, [the contractor must] demonstrate correct operation to the EA, Building Control and the Fire Brigade as appropriate.” “[The contractor to] Meet with Building Control and provide the EA with written confirmation of the various stages including detailed Building Control Approval for the installations proposed, prior to construction”  [Refer to paragraph 20 of the witness statement of Matt Cross Smith and to paragraph 20 of the Witness Statement of Duncan Campbell]
MAX00003834	04.11.13	Email from TAshton (Exova) to CWilliams (TMO)	“As this [proposed change to the strategy for fire alarm provision] is at variance with the RBKC building control requirement we will have to agree this departure from the agreed fire strategy with them.”  [Refer to paragraph 21 of the witness statement of Matt Cross Smith]
MAX00003897	07.11.13	Email from DCampbell (MF) to RBKC Building Control	“Following on from your conversation with Bruce Sounes, I will try and clarify some of the points you raised regarding our draft report”

MAX00003916	11.11.13	Email from Building Control to BSounes (Studio E)	<p>"We do not feel that the information submitted so far is adequate to enable an effective consultation with the fire authority."</p> <p>[Refer to paragraph 38 of the witness statement of Matt Cross Smith]</p>
MAX00003961	13.11.13	Email from ASnelling (ADS Associates – Construction Costs Consultant) to MSmith (MF)	"Yes, I agree and may not be cost effective, also I feel Building control/ fire officer may not accept this arrangement as the windings of the motor are not standard, requires additional controls and another potential item to go wrong in an emergency situation."
MAX00004041	21.11.13	Email from DCampbell (MF) to CLim (Artelia) attaching Max Fordham's Part L assessment.	"The Contractor should be advised that this is our assessment, but they will be responsible for developing, agreeing and implementing this to obtain approval from Building Control."
MAX00001365	06.12.13	Memorandum from Building Control B1 – Means Of Escape Observations.	Document from Building Control
MAX00004158	06.01.14	Email from BSounes (Studio E) to TAshton (Exova)	Attaching Building Control's response re proposed fire strategy. (MAX00001365, MAX00001366 & MAX00001367)
MAX00004179	08.01.14	Email from BSounes (Studio E) to DCampbell (MF)	<p>Attaching Memorandum from Building Control B1 – Means of Escape Observations (MAX00001376)</p> <p>[Refer to paragraph 40 of the Witness Statement of Duncan Campbell]</p>
MAX00004179	08.01.14	Email from BSounes (Studio E) to DCampbell (MF)	<p>"Please see response below from Building Control plus the advice he refers to...We are happy to pass on the question to the fire authority regarding changes to the smoke vent system as a separate exercise to the building control submission. I would recommend that you consider the advice in item 2 of Paul Hanson's observations dated 6/12/13. Please also consider the advice given in the final two paragraphs of item 1."</p> <p>[Refer to paragraph 40 of the Witness Statement of Duncan Campbell]</p>
MAX00001389	10.01.14	Letter from RBKC Planning and Borough Development to MWatterson (IBI Taylor Young)	Document from RBKC
MAX00004219	14.01.14	Email from DCampbell (MF) to PBooth (Artelia)	<p>"As you are aware, we have been trying for some time to produce a ventilation strategy for smoke-venting of the lift lobbies at each of the residential levels which would be acceptable to RBKC Building Control and also for them to feel confident about presenting this to the Fire Brigade"</p> <p>"It is rather frustrating that we can't seem to persuade RBKC Building Control that our proposals are reasonable and would provide a better and more reliable system than what is there at present, however, we need to move things along and decide how to proceed as the intention was to</p>



			<p>resolve this and reach agreement with RBKC Building Control and the Fire Brigade before appointing a contractor.”</p> <p>[Refer to paragraph 43 of the Witness Statement of Duncan Campbell]</p>
MAX00004230	15.01.14	Email from PBooth (Artelia) to TAshton (Exova)	<p>“This issue has been going on for some time now and from what I understand building control have set their position on what information they want to proceed this which is either: Computer model showing flow rates [; or] Survey information showing existing flow rates. Please can you advise on costs, time and options to reach a building control approved design.”</p>
MAX00004236	16.01.14	Email from DCampbell (MF) to PBooth (Artelia)	<p>“I’ve discussed this with Terry Ashton [Exova] and agreed that in order to satisfy Building Control, it is probably going to be easier to arrange for the existing system to be tested to establish it’s current performance capabilities, rather than trying to generate a computer model”</p> <p>[Refer to paragraph 43 of the Witness Statement of Duncan Campbell]</p>
MAX00004253	23.01.14	Email from MSmith (MF) to RJE	<p>“We also need to have the performance [of the existing smoke extract system] measured to satisfy Building Control about our designs for the new extract. Could you provide me with a day rate and an hourly rate for the attendance of someone from RGE who is familiar with the system to aid a testing company to measure the flow rates etc?”</p>
MAX00001426	24.01.14	Record of Significant Findings and Action Plan completed by Mr C Stokes	<p>“At the roof level it appears that a communications room for London Ambulance service has been constructed. This area is not shown on the buildings plans.” “A Buildings Regulations completion Certificate has been issued by the Building Control Body for the work undertaken.”</p> <p>[Refer to paragraph 41 of the witness statement of Matt Cross Smith]</p>
MAX00004281	03.02.14	Email from DCampbell (MF) to CWilliams (TMO)	<p>“We have been trying to progress the testing of the smoke venting system so we can make a submission to RBKC building control.”</p> <p>[Refer to paragraph 43 of the Witness Statement of Duncan Campbell]</p>
MAX00004309	14.02.14	Email from BSounes (Studio E) to CWilliams (TMO) attaching fire strategy drawings received from Building Control.	<p>“Please see attached our fire strategy drawings, both the originals and the documents received from Building Control. I would hesitate sending these as is – they have taken a very conservative line and we haven’t begun further negotiations. I’m copying Terry in – he may have an opinion.”</p>
MAX00004335	03.03.14	Email from BSounes (Studio E) to TAshton (Exova)	<p>“I am hoping that work can commence soon after so that we can follow up Building Control’s response with test reports and a further meeting.”</p>
MAX00004345	17.03.14	Email from MSmith to BSounes (Studio E)	<p>“..if CFD analysis is required for the smoke extract system then this would need to be undertaken by Exova. As Terry has mentioned previously, this</p>

			cost hasn't been allowed for so it would be worth getting a definitive answer from RBKC as to whether they would be happy with just the hand calcs."
MAX00004428	08.08.14	Email from MSmith (MF) to CWilliams (TMO)	"JS Wright understandably had some questions around the smoke extract system - has this been taken further with Building Control following the issue of our updated smoke extract report some months back?"
MAX00004288	18.08.14	Email from CWilliams to MSmith	"Smoke extraction: nothing happened, fire brigade not chased and Rydon's who are responsible for submitting building regs application want to do it in one go."
MAX00004511	17.10.14	Email from DBradbury (JSW) to Building Control	[Refer to paragraph 48 of the witness statement of Matt Cross Smith] "I need to talk to you about the proposed smoke vent system at Grenfell Tower. If we can meet on site next Wednesday that would be ideal, alternatively if that's not convenient please let me know and we can hopefully arrange an alternative time or I could come to your offices?"
MAX00004519	23.10.14	Email from MSmith (MF) to SLawrence (Rydon)	[Refer to paragraph 48 of the witness statement of Matt Cross Smith] "Following your query on the provision of a phone line for the fire panel at Grenfell I've been through the ERs and found that we have included for a dial-up connection for remote monitoring. The extract from p41 is below..."
MAX00004520	23.10.14	Email from MSmith (MF) to DBradbury (JSW)	[Refer to paragraph 48 of the witness statement of Matt Cross Smith] "My interpretation of what you said was that he would accept the new system if we could show by calculation that it was 'no worse' than the existing system."
MAX00004521	23.10.14	Email from DBradbury (JSW) to MSmith (MF)	"Thanks for that Matt much appreciated, but my issue is the proposed smoke fans are 0.42 m3/s? unless I'm missing an equipment schedule revision. Latest one I have is attached."
MAX00001750	11.11.14	MF Notes from Site Meeting Report 1	"JSW are to arrange a meeting with PSB and Building Control to discuss acceptance of their smoke extract proposal"
MAX00004633	12.11.14	Email from CWilliams (TMO) to MSmith (MF)	[Refer to paragraph 69 of the witness statement of Matt Cross Smith] "I have discussed my window report with David Gibson [RBKC Building Control], and what he has suggested what would be useful is some reassurance from yourself on the overheating issue."
MAX00004638	12.11.14	Email from MSmith to CWilliams (TMO)	"Reviewing drawings with the intention of altering fire strategy is not within our remit I'm afraid. It's perhaps one for Building Control or alternatively

			Exova who have previously provided strategy advice for the refurbishment project.”
MAX00004652	17.11.19	Email from DBradbury (JSW) to TMcLaughlin (JSW)	“Paul from building control can make it next Wednesday at 9am to discuss the AOV system,”
n/a	24.11.14	Meeting with PSB, JSW, Studio E, TMO and Building Control.	A meeting to discuss the smoke ventilation system at which PSB and JSW put forward their proposed upgrade to the smoke ventilation system.
MAX00004665	24.11.14	Email from MSmith (MF) to CWilliams (TMO)	“We had a meeting this morning with Building Control regarding the proposed smoke extract system with Rydon, J S Wright, Studio E and the smoke extract system supplier (PSB). J S Wright have developed a slightly updated proposal with PSB which would eliminate the need for the fresh air inlet which was previously at the top of the glazed foyer. It would instead take the make-up air from a vent at the head of the stair core. We have yet to receive a technical submittal for this but in principle it appears to be a neat solution which also satisfies Building Control.” [Refer to paragraph 49 of the witness statement of Matt Cross Smith]
MAX00001799	03.12.14	JSW Request for Information	“Request for confirmation Dry Riser has been accepted by building control and fire officer.”
MAX00002075	11.12.14	Notes of Progress Meeting 6 held on 11.12.14 Not attended by Max Fordham.	“[Rydon] specialist AOV contractor [JS Wright] presented the scheme/design to building control who are apparently happy with the principle but just requested a few changes. Action: [Simon Lawrence, Rydon]”
MAX00001861	12.12.14	Site Inspection Report #2 – John Rowan and Partners	“Last building control site visit was 26th November.”
MAX00004792	05.01.15	Email from DBradbury (JSW) to MSmith (MF)	“Although we have had verbal acceptance from building control on the proposed design, we’ll need to submit this for formal approval so any comments you have, let me know and I’ll incorporate them before final submission”  [Refer to paragraph 50 of the witness statement of Matt Cross Smith]
MAX00004794	06.01.15	Email from MSmith (MF) to CWilliams (TMO)	“Rydon/Wrights should confirm that this is acceptable with Building Control and the Fire Officer.”  [Refer to paragraph 80 of the witness statement of Matt Cross Smith]
MAX00004795	06.01.15	Email from MSmith (MF) to TAshton (Exova)	“Can you look over and provide comment on the smoke extract proposal put forward by PSB on behalf of JS Wright? It looks acceptable and I believe the principle of it has been verbally accepted by Building Control, but it may be wise to get your view as it falls slightly outside our area of

			<p>expertise. It's fundamentally different to what we specified in that it is now a pressure differential system rather than simple smoke clearance. Details can be found below. If you have any questions then please give me a call."</p> <p>[Refer to paragraph 50 of the witness statement of Matt Cross Smith]</p>
MAX00004813	13.01.15	Email from MSmith (MF) to CWilliams (TMO)	"I believe JS Wright are incorporating a few minor comments at the moment in readiness for submission to Building Control/Fire Officer for approval."
MAX00001994	20.01.15	Notes of Progress Meeting 7 held on 20.01.15 Not attended by Max Fordham.	"[Simon Lawrence, Rydon] has submitted a detailed design of the AOV's to building control. Max Fordham has approved the equipment. Changes have been made to the drawings...Action: SL"
MAX00001975	04.02.15	Site Inspection Report #3 – John Rowan and Partners	"Last building control site visit was Friday 16th January 2015, and commented on the fire proofing the sockets (putty pads or similar), to the partition walls, and the fire proofing and accostic details in the partitions. These will be inspected when work is carried out."
MAX00001985	18.02.15	Notes of Site Meeting Report 4 held on 18.02.15	"JSW stated that a response is expected from RBKC Building Control in the first week of March. JSW have been in touch with them in the interim, including Hugh Mahoney from PSB (the AOV specialist), and Building Control apparently seem satisfied with the proposal."
MAX00004931	23.02.15	Email from MSmith (MF) to CWilliams (TMO)	"Further to our phone conversation, this is the position and image of the shaft which JSW suggested had been ear marked for being blocked up. This should be checked with your fire consultant/building control/fire officer as appropriate to ensure that this is the correct course of action as it is outside of our expertise. The shaft is the air path for the natural supply air to the smoke extract system."
MAX00002045	11.03.15	Site Inspection Report #5 – John Rowan and Partners	"Last building control site visit was Tuesday 17th February, with no issues. At the last site meeting between Rydon's site staff, Jon White and Tony Batty, that notice is to be given, (between 2&3 days), regarding covering up work to partitions and ceilings."
MAX00002079	17.03.15	Notes of Site Meeting Report 5 held on 17.03.15	<p>"JSW stated that they were to meet with Building Control and PSB (smoke extract specialists) to further discuss the AOV system. Approval is still pending. JSW to keep MF up to date."</p> <p>[Refer to paragraph 81 of the witness statement of Matt Cross Smith]</p>
MAX00002120	01.04.15	Site Inspection Report #7 – John Rowan and Partners	"Last building control site visit was Thursday 26th March, with no issues. Tony Batty has inspected the first partitions that can be covered up on Wednesday 25th March, and have been signed off."

MAX00002152	24.04.15	Site Inspection Report #9 – John Rowan and Partners	“Last building control site visit was Tuesday 22nd April. Tony Batty has inspected the first partitions that can be covered up on Wednesday 25th March, and have been signed off.”
MAX00002183	12.05.15	Site Inspection Report #11 – John Rowan and Partners	“Last building control site visit was Friday 15th May 2015. The only observation was that further details of the cladding fire breaks were required. Rydon to confirm if they have done this.”
MAX00005329	24.06.15	Email from DBradbury (JSW) to SLawrence (JSW)	“Please note we have now received written confirmation off Building Control with approval for the proposed AOV system at Grenfell Tower.”  [Refer to paragraph 52 of the witness statement of Matt Cross Smith]
MAX00002224	02.07.15	Site Inspection Report #16 – John Rowan and Partners	“Last building control site visit was the same as before Friday 15th May 2015.”
MAX00005355	07.07.15	Email from MSmith (MF) to DBradbury (JSW)	“Regarding the fireman's override switch, the regs are a little vague with this situation. Though I believe it used to be captured - to some degree - in the London Building Act (section 10). Perhaps it's worth having a quick chat with either Exova if they're still engaged (contact: Terry.Ashton@Exova.com) or with Building Control.”
MAX00005356	07.07.15	Email from DBradbury (JSW) to MSmith (MF)	“Ok thanks Matt, for now I'll tell them to proceed with the panels. And I'll check with building control regarding below.”
MAX00002272	07.08.15	Site Inspection Report #18 – John Rowan and Partners	“Last building control site visit was the same as before Friday 15th May 2015 Rydons to confirm if a recent visit is due. J. White will start inspecting the cladding externally and Rydons to give one weeks notice. The internal window works is going well. Tony Batty, C of W continues to monitor the M&E installation.”
MAX00005524	16.09.15	Abridges (RJE) to MSmith (MF)	“We're currently in final discussions with PSB to fully understand the load requirements of the system and JSW are trying to put a meeting together with Rydons, Building Control, Fire Officer and any other relevant parties to discuss both the primary and secondary supplies and also cabling routes from ground to roof.”
MAX00005634	19.10.15	Email from MSmith (MF) to MLowe (Artelia)	“Further design development by JSW with PSB eventually resulted in a technical submittal whereby the system retained the 5m3/s figure but changed strategy from supply and extract system to an extract-only type system (based on further advice from PSB). This was what was presented to Building Control for approval and was subsequently accepted.”
MAX00002326	01.10.15	Site Inspection Report #21 – John Rowan and Partners	“MLM building control was due to come in this week, but could not attend. Rydons to inform when he next visits site.”
MAX00002331	15.10.15	Site Inspection Report #22 – John Rowan and Partners	“MLM building control was last on site on the Sth October, to look at the AOV's.”



MAX00002348	03.11.15	JSW Progress Meeting	<p>"[AOV] The secondary supply routes have now been confirmed following a Building Control meeting." "Ventilation to gas risers – 300mmx300mm are too large as specified by Max Fordham/Current regulations – Building Control are not requesting them so not concerned. Rydon to discuss with Max Fordham about ways forward as risers are concealed spaces and not ducts Heat Dissipation – requirements are on JSW drawings, Rydon to confirm with Building Control"</p> <p>[Refer to paragraph 55 of the witness statement of Matt Cross Smith]</p>
MAX00002361	13.11.15	Site Inspection Report #24 – John Rowan and Partners	"RBK building control was last on site yesterday, to inspect West and North elevations. Making good after the mast climber are removed to be inspected, and some mastic missing"
MAX00002375	17.11.15	Meeting Minutes Handover Countdown Meeting 3 held on 17.11.15	"Item I – Ventilation Grilles to Gas Risers. [Rydon] to seek written comfort from Building Control that this is the case. Building Control will not write a letter of comfort as these items are not deemed to be concerned with the works Rydon are doing. CW to review on a risk assessment basis cognisant of the next point."
MAX00002368	17.11.15	Site Inspection Report #25 – John Rowan and Partners	"RBK building control was last on site today, looking at the cladding. Apart from the damaged panels, and bits of making good, he was generally happy. He however was concerned that the boxing club has no emergency lighting fitted, and the fire escape route does not meet the fire strategy. This must be resolved by Rydon's." "New riser cupboards to the 23th floor to the 4th floor, Rydon's have stated that Max Fordams and building control are to agree the air ventilation, and fire protection to the new lift lobby cupboards. Building inspector requires doors to be fire sealed. Rydon's to confirm they will do this."
MAX00005741	20.11.15	Email from MSmith (MF) to CWilliams (TMO)	"Rydon have also discussed [the gas riser ventilation] with Building Control - please speak to them directly for the outcome of this discussion."
MAX00005745	20.11.15	Email from DHughes (Rydon) to MSmith (MF)	"I had a conversation with John Hoban (RBKC Building control officer) and Jon White onsite on Wednesday regarding the ventilation to the gas risers. Building control will not offer written comment as not in their scope of works due to being a refurb & subsequently will also not be inspecting them."
MAX00005751	20.11.15	Email from NReed (Artelia) to DHughes (Rydon)	"I think what is important here is whether the BCO will sign off the flats without this provision - the below does not clarify this for the avoidance of doubt."
MAX00002384	01.12.15	JSW Progress Meeting	"Building control have raised issue about lack of fire precautions in boxing club – DH to forward original Fire Strategy doc to AB for review."

			"Ventilation to gas risers –PMN – Building Control are not requesting them so not concerned but will not put formally confirm. Rydon to discuss with Max Fordham about ways" "Heat Dissipation – requirements are on JSW drawings, Rydon to confirm with Building Control – PMN – No vents are to be cut into riser cupboards on all floor lobbies as directed by building control"
MAX00002387	03.12.15	Site Inspection Report #26 – John Rowan and Partners	"RBK building control was last on site last week, looking at the cladding. Apart from the damaged panels, and bits of making good, he was generally happy. He however was concerned that the boxing club has no emergency lighting fitted, and the fire escape route does not meet the fire strategy. This must be resolved by Rydons."
MAX00005839	10.12.15	Email from DHughes (Rydon) to SBlake (Rydon)	Attaching drawing (MAX00002392) from Building Control regarding fire/smoke control.
MAX00002401	18.12.15	Minutes of Design Team Meeting	"DB confirmed building control have also signed off revised system. DB to send approved drawing"
MAX00002409	23.12.15	John Rowan & Partners' Site Inspection Report 28.	"RBK building control was last on site two weeks ago, looking at the cladding. Apart from the damaged panels, and bits of making good, he was generally happy. He however was concerned that the boxing club has no emergency lighting fitted, and the fire escape route does not meet the fire strategy. New fire strategy details have now been issued, Rydons to get the building control to approve these. Looking at the flat layouts on the mezzanine floor, the fire protection detectors are limited to only ONE smoke detector in each hall in each flat. Max Fordams and Rydons still to confirm this has been accepted in the design, and that no heat detector is required in any of the kitchens"
MAX00002414	08.01.16	Rydon's Minutes of Meeting with Building Control.	Meeting with Building Control
MAX00005925	26.01.16	Email from MSmith (MF) to AWhyte (JSW)	"As you've pointed out, the detail is not in accordance with our ERs and neither is it what we would deem good practice. However, as this has been repeated on most penetrations it would now require a large amount of rework to make good. Subject to the approval of Building Control we are content with your fire stopping measures. Please ensure these are applied to all penetrations."
MAX00002463	23.02.16	Artelia Meeting Minutes #20	"No visits in period – Previous minutes agreed by Paul Hanson by email 13/1/16"
MAX00002484	22.03.16	Artelia Meeting Minutes #21	"No visits in period – meeting with John Hoban cancelled Weds 9 <sup>th</sup> March, rearranged for 22/3/16 at 8:30am."

MAX00002414	10.02.16	Rydon's Minutes of Meeting with Building Control.	Meeting with Building Control
MAX00006089	24.03.16	Email from DHughes (Rydon) to TBatty (Silcock Dawson)	"Please see e-mail below from Building Control regarding fire detection in the hub room. I will still try to get a response from Terry Ashton at Exova"
MAX00002503	19.04.16	Artelia Meeting Minutes #22	"Visit from John Allen on 24/3/16 – observations have been actioned Neither John Hoban or Paul Hanson can attend Extract System witnessing so it will need to be rearranged for wc 25/4/16"
MAX00006346	20.06.16	Email from MSmith (MF) to DHughes (Rydon)	"Perhaps PSB could prepare a more detailed response for Building Control in order to avoid having to install these louvres?"
MAX00006348	21.06.16	Email from DHughes (Rydon) to MSmith (MF)	"PSB/JSW have liaised with Paul Hanson from RBKC Building Control a number of times by phone and e-mail and this is the best resolution available for us to achieve building control sign off"
MAX00006355	22.06.16	Email from DHughes (Rydon) to MSmith (MF)	Attaching Letter from Building Control re smoke vent system (MAX00002604).  [Refer to paragraph 62 of the witness statement of Matt Cross Smith]
MAX00006372	28.06.16	Email from MSmith (MF) to DHughes (Rydon)	"As the letter from Building Control says, the make up air could come from linking the powered windows in the lobby to the smoke extract system which would also be our preferred option. If, as you explained, this is definitely not possible then a reduction in comfort (lower temperatures) in the lobby due to the permanently open louvre should be agreed by the client and checked for compliance with the Building Regulations."  [Refer to paragraph 62 of the witness statement of Matt Cross Smith]
MAX00002651	04.07.16	Artelia's Completion Meeting Minutes from completion meeting held on 04.06.17 (incorrectly dated 04.07.17).	"[Claire Williams (TMO)] to consult and confirm with colleagues that the thresholds and the proposed detail is satisfactory to the end users. It was noted that the Approved Building Control Inspector is content with the proposal."
MAX00006400	06.07.16	Email from DHughes (Rydon) to TBatty (Silcock Dawson)	"It was agreed in the design meeting on 16th Dec 2015 that the environmental AOV system in the entrance lobby would be separate from the main smoke extract system. It was also confirmed that the Smoke Extract design had been signed off by Max Fordham and Building Control"
MAX00006411	08.07.16	Email from DHughes (Rydon) to AMalcom (Artelia)	Attaching Building Control Completion Certificate (MAX00002655)