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**From:** Claire Williams <clwilliams@kctmo.org.uk>  
**Sent:** 22 December 2015 10:57  
**To:** Steve Blake  
**Cc:** David Hughes; Peter Maddison  
**Subject:** FW: Site Staff Structure @ Grenfell Tower

Steve

I was on site this morning and picked up the news about your proposal to move Chris.

I would like to ask you to reconsider this decision, as Chris has, as our clerk of works phrased below – the trust of our residents. He is conscientious and personable, and a good person for the resident interface.

Our clerk of work has reported that people welcome Lynda and Chris by name into their flats, and we need this goodwill to keep the project moving to a satisfactory conclusion. I am aware that only through negotiation has Chris been able to get work undertaken where residents have been ambivalent/difficult. I would not underplay this skill.

The Grenfell project team has already been through a lot of changes, and the continuity of staff, plus the positive attitude of both Chris and Dave is, to me, imperative to the project.

Please ring me when you get a chance.

Thanks

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



t: [REDACTED]  
m: [REDACTED]  
a: The Network Hub, 292a Kensal Road, London, W10 5BE

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**From:** Jon White [mailto:jwhite@jrp.co.uk]  
**Sent:** 22 December 2015 08:21  
**To:** David Hughes; Steve Blake  
**Cc:** Claire Williams; Neil Reed (neil.reed@uk.arteliagroup.com); MALCOLM Andrew (andrew.malcolm@uk.arteliagroup.com); 'LOWE Michelle' (michelle.lowe@uk.arteliagroup.com); Batty,Tony (tbatty@silcockdawson.co.uk); Jason North  
**Subject:** Re: Site Staff Structure @ Grenfell Tower

Thank you David for this update.

I would like to say how disappointed I am that Chris is leaving.

He has been the one that has brought all the internal Handovers together, and a fundamental part of its success. I do think that with nearly 100 flats to handover, his loss will no doubt affect the smooth running of the future Handovers.

With further visits to each flat required to install the gas vents, and heating meters, and altering the kitchen extract fans, the residents' confidence he has gained is crucial to getting access and I feel his departure would jeopardize Rydon's ability to finish the contract successfully.

I would ask Rydons to reconsider this decision.

Regards Jon White JRP

Jon White | Clerk of Works

John Rowan and Partners | Craven House, 40 Uxbridge Road, London W5 2BS  
t: [REDACTED] m: [REDACTED] e: [jwhite@jrp.co.uk](mailto:jwhite@jrp.co.uk) w: [jrp.co.uk](http://jrp.co.uk)



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On 21 Dec 2015, at 17:56, David Hughes <[dhughes@rydon.co.uk](mailto:dhughes@rydon.co.uk)> wrote:

Hi All

Following the request in the site meeting, please see site staff structure below:

Team roles & responsibilities as follows:

Dave Hughes	-	Externals, M&E, Entrance Lobby, General
Jason North	-	Lower 4 floors inc. flats, communal areas, boxing club, nursery and community room
Gary Martin	-	Occupied flats & handover tracker
Jack Sullivan	-	Site Welfare & Communal lobbies
Lynda Prentice	-	RLO

As the internal works (HIU & Windows) to the occupied flats are complete except for snagging, Chris is leaving the site team at Christmas to join another site team in the new year.

Any questions, please give me a call

Kind regards

Dave

David Hughes  
Site Manager

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M

Rydon Group Ltd

Marlborough House, Warrior  
Square, St Leonards on Sea,  
East Sussex, TN37 6BG.

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