

## OFFICIAL SENSITIVE

**EXPERT PANEL MEETING – Wednesday 11 October 2017, 0945-1145**

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

### ATTENDEES

- Sir Ken Knight - Chair
- Dr Peter Bonfield - Chief Executive, Building Research Establishment
- Roy Wilsher – Chair, National Fire Chiefs Council
- Jade Gadsby– Home Office
- Neil O'Connor – DCLG
- Ann-Therese Farmer – DCLG
- Offer Stern-Weiner/Gillian Kiy – DCLG
- Richard Harral - DCLG
- Rob Leach – DCLG
- Matthew Collins / Steven May - DCLG
- James Clarke – DCLG
- Mavis Mckenzie-Cecil - DCLG
- Philippa Robinson – DCLG
- Eunice Boye - DCLG
- Jerome Ma – Secretariat

### AGENDA

ITEM	PAPERS; [OWNER]	TIME
<b>1. Introductions and Declaration of interests</b>	Paper-11Oct-001 – Action log <b>ISSUED</b>	<b>09:45</b>
<b>2. Updates from DCLG and Chair</b>		
a) Update on package of subs to SofS	[A-T Farmer/Offer Stern-Weiner]	<b>09:50</b>
b) New expert panel member and terms of appointment letters	Paper-11Oct-002- new EP appointment agreements <b>TO BE TABLED</b> ; [Jerome Ma]	<b>10:05</b>
<b>3. Live Workstreams – Cladding systems</b>		
a) IRG feedback on draft non-ACM advice	Paper-11Oct-003- non-ACM advice <b>TO BE TABLED</b> ; [Rob Leach/Peter Bonfield]	<b>10:10</b>
b) Other cladding systems <ul style="list-style-type: none"><li>• specification for research project</li><li>• procurement process</li><li>• stakeholder concerns on:<ul style="list-style-type: none"><li>– SDOW / STO EWI [LA]</li><li>– American Sidings cladding [LA]</li><li>– Timber-clad high rise blocks [HA]</li><li>– Brickwork [NHBC]</li></ul></li></ul>	Paper-11Oct-004- non ACM research specification <b>ISSUED</b> ; [Carl Sherwood / Philippa Robinson] [Matthew Collins/Steven May]	<b>10:15</b>

ITEM	PAPERS; [OWNER]	TIME
c) IRG information notes – review and sign off	Paper-11Oct-005a- Information notes overview; Paper-11Oct-005b- Flow chart; Paper-11Oct-005c- Info note 1; Paper-11Oct-005d- Info note 2 <b>ISSUED</b> [Rob Leach]	<b>10:45</b>
<b>4. Live Workstreams - Wider fire and structural safety issues</b>		
a) SCOSS report and invitation to present to panel	Paper-11Oct-006a – full SCOSS report; Paper-11Oct-006b – summary on LPS; Paper-11Oct-006c – summary on render cladding <b>ISSUED</b> ; [Richard Harral]	<b>11:10</b>
b) Approach to identifying and responding to issues – proactive vs reactive	Verbal update; [Mavis McKenzie-Cecil / A-T / Offer]	<b>11:15</b>
<b>5. Comms / stakeholders</b>		
a) Meeting with RICS and other stakeholders on private sector data collection	Verbal update [Ann-Therese Farmer]	<b>11:30</b>
b) Panel to note upcoming meetings: <ul style="list-style-type: none"><li>• 11 Oct, 12-1pm -Building safety ministerial group – Roy Wilsher to attend</li><li>• 11 Oct, 12.30pm – EP catch up with DAs</li><li>• 11 Oct – Q&amp;A on data collection system</li><li>• 11 Oct, 4pm – DCLG Select Committee oral evidence session</li><li>• 17 Oct – IRG workshop on info note 3 – fire safety</li><li>• 17 Oct, 1-2.30pm - Industry Response Group – Sir Ken Knight to attend</li><li>• 18 Oct, 10am-noon – EP meeting (SCOSS to be invited)</li><li>• 18 Oct, 12.30pm – EP catch up with DAs</li><li>• 18 Oct, 1.15pm-2pm – EP Meeting with Dame Judith Hackitt</li></ul>	<b>11:35</b>	
<b>6. Summary of actions and AOB</b>		
a) Potential safety issue: moisture in insulation	<a href="http://www.bbc.co.uk/news/uk-england-berkshire-41466281">http://www.bbc.co.uk/news/uk-england-berkshire-41466281</a>	<b>11:40</b>
b) Meeting with Dame Judith – topics to discuss and papers		