

Grenfell Tower Memorial Commission (GTMC) Meeting
16 May 2024

Attendees

Memorial Commission:

Thelma Stober (Chair)
Lord Paul Boateng

Community Representatives:

(Bereaved representatives)	(Survivor representatives)	(Lancaster West representatives)
Hanan Wahabi	Mohammed Rasoul	Andrea Newton
Abraham Abebe		Susan Al Safadi
Sandra Ruiz		
Hassan Hassan		
Nabil Choucair		

Apologies:

Adel Chaoui
Hanan Cherbika

Secretariat:

Grenfell Tower Memorial Commission Secretariat: 5 individuals

Other:

Stephanie Edwards, Independent Design Adviser
Peter Neal, Independent Landscape Design Adviser

Attendance for agenda item 1 only:

Michael Gove, Secretary of State, Department of Levelling Up Housing and Communities
Jane Scott, Baroness Scott of Bybrook
Camilla Sheldon, Director: Grenfell Community and Memorial
Cheryl de Freitas, Deputy Director: Grenfell Engagement, Family Contact and Policy

Meeting purpose

The fifty-seventh meeting of the Memorial Commission, to gain an update from Department of Levelling Up Housing and Communities (DLUHC) on the GTMC report recommendations and an update on the design team selection process.

Opening

- A one-minute silence was held at the start of the meeting.
- Thelma Stober opened the meeting, welcoming all in attendance.
- It was confirmed that the meeting was quorate.
- No conflicts of interests were declared.

Agenda item 1: Update from Department of Levelling Up Housing and Communities (DLUHC)

- Michael Gove, Secretary of State (SoS) for DLUHC and Baroness Scott highlighted the importance of the Grenfell community being involved throughout the memorial process and thanked the Community Representatives for all their hard work over the last 5 years. SoS confirmed that all the GTMC report recommendations will be fully taken forward by the Government.
- Camilla Sheldon (DLUHC) gave an update on the report recommendations and how the Government is progressing, including ownership, conservation and the second site. It was made clear that funding envelope will include building and maintaining the memorial in perpetuity- SoS confirmed the Government will be the Lender of Last Resort if more funding is required for the memorial.
- Community reps thanked SoS for the update but stated that certainty on the future of the Tower is key to deliver a successful design team selection process, even if just to understand the timelines to a future decision. SoS responded that he recognised the decision was his responsibility, however, he is keen to have further conversations with bereaved families, survivors and the immediate community to understand their view. SoS was clear that he recognised clarity was needed to not further delay the design process, particularly with the political uncertainty in the period ahead.
- SoS stated he will be writing to the Grenfell community ahead of the anniversary to explain this further, including the plan of when/where the Grenfell community can give their final views on the Tower.
- The co-chairs and community reps thanked SoS & Baroness Scott for their time and asked if SoS can give an update within 72 hours to the Commission.

Agenda item 2: Design update

- The design advisers gave an update on the design process. Although the procurement was led by DLUHC, both design advisers were involved on the panel of interviews and gave an overview of how impressed they were with the successful bid team who hold the skills and experience to successfully take on the role of the Design Competition Manager (DCM).
- The community reps were keen to understand the due diligence process that was undertaken for the DCM process. The design advisers gave an overview of the step-by-step process (taken by DLUHC) on due diligence. The community reps asked if the process can be added to the GTMC website, to enable the Grenfell community to have sight and understand the steps taken. The community reps would also like to meet the DCM team once they are formally announced.
- The design advisers gave an update on the design brief draft, which is nearly at the final stages, the design advisers need to add some minor updates. Once done, this will be shared with the commission for final sign off.
- Both design advisers confirmed that the current design team selection process timelines have been changed. The plan is to communicate the new

timelines with the bereaved, survivors and immediate community soon after the 7th anniversary. This will include the announcement of the DCM and the updated design team selection process timelines.

- Co-chairs confirmed that when the design team selection process is underway (for the memorial) GTMC will need to change with an updated Terms of Reference. All agreed, the importance of including more bereaved families in the process.
- Lord Paul Boateng conveyed the importance of the Grenfell community working collectively and to not be divided as we get to this next important phase of work.

ACTION: DLUHC due diligence process to be uploaded on the GTMC website for transparency and clarity

ACTION: DCM to be invited to a GTMC meeting to meet with the community reps and co-chairs.

Agenda item 3: Secretariat update

- The Secretariat presented the minutes from the April meeting for approval, along with an update on the risk register and action log.
- The Secretariat informed the Community Representatives of the Green for Grenfell day, taking place on Saturday 8 June at Avondale Primary School.
- The team gave an update on the 7th anniversary film

You can contact the Memorial Commission directly using the details below:

Phone: 0303 444 4831

Email: GTMCSecretariat@levellingup.gov.uk

Website: www.grenfelltowermemorial.co.uk/via [contact](#) buttons in the 'About us' section.

Next meeting: Thursday 6th June.