

**Grenfell Tower Memorial Commission (GTMC) Meeting**  
6 June 2024

**Attendees**

**Memorial Commission:**

Thelma Stober  
Lord Paul Boateng (Chair)

**Community Representatives:**

(Bereaved representatives)	(Survivor representatives)	(Lancaster West representatives)
Adel Chaoui	Mohammed Rasoul	Susan Al Safadi
Hanan Wahabi		
Sandra Ruiz		

**Apologies:**

Andrea Newton  
Hanan Cherbika  
Abraham Abebe  
Hassan Hassan  
Nabil Choucair

**Secretariat:**

Grenfell Tower Memorial Commission Secretariat: 4 individuals

**Other:**

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

**Attendance for agenda item 1 only:**

Camilla Sheldon, Director: Grenfell Community and Memorial, Department for Levelling Up Housing and Communities (DLUHC)  
Ben Cooke, Deputy Director: Commercial, (DLUHC)

**Meeting purpose**

The fifty-eighth meeting of the Memorial Commission to focus on an update from the DLUHC, and update on the design team selection process, design launch.

**Opening**

- A one-minute silence was held at the start of the meeting.
- Lord Paul Boateng 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)**

- The community reps informed DLUHC that they will be making an announcement ahead of the anniversary that the design process will be launched on 10 July. They will notify bereaved, survivors and local residents, as well as the media ahead of the anniversary. The Commission expressed that it was important that the Grenfell community can see that movement is happening to create a fitting memorial to remember their loved ones.
- The Commission asked DLUHC to confirm that all the necessary paperwork will be ready by the 10 July to launch the design process which was confirmed by Ben Cooke.
- The Commission asked if DLUHC can give weekly updates (from now until the launch) to reassure the community reps that all the work is happening to prepare for the launch. DLUHC agreed.
- Camilla then gave an update on ownership and how this has been progressing. DLUHC have been meeting regularly and working with Department of Culture, Media and Sports (DCMS), to explore the various bodies and options of future ownership. The Commission acknowledged that one single body may not be able to deliver and expressed the exploration of hybrid models. The Commission asked the department to come to another GTMC meeting to give a fuller update on ownership.
- Lastly, the reps asked for an update on clarity around the timelines to a decision on the Tower. The Commission reflected on the commitment by the previous Secretary of State to ensure that there was meaningful dialogue with the families and the community reps as part of the decision process. DLUHC thanked the Commission for their views and said they will reflect this in the advice to the new SoS.
- The Commission thanked DLUHC representatives for their time and providing the updates.

**ACTION:** DLUHC to ensure all paperwork and details for the design process is ready for 10 July launch and send weekly updates to the Commission to ensure the details are on track for the launch.

**ACTION:** A fuller update on ownership options to be given to the Commission by DLUHC.

### **Agenda item 2: Design update**

- The design advisers gave an update on the weekly meetings with the DLUHC commercial team to ensure all documents and details are ready for the 10 July launch.
- The final draft of the design brief (phase 1) will be circulated by the end of June for any further comments from the Commission.

### **Agenda item 3: Secretariat update**

- The secretariat updated the Commission on the Green for Grenfell day on Saturday 8 June at Avondale Primary school and gave an update on the anniversary film which focusses on the importance of archiving.

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

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

**Next meeting:** Thursday 11 July 2024