

Grenfell Tower Memorial Commission Meeting

16th September 2020

Attendees

Memorial Commission

Michael Lockwood (meeting chair) Thelma Stober

Community representatives (8)

(Bereaved representatives)	(Survivor representatives ¹)	(Lancaster West representatives)
Hanan Wahabi	Abraham Abebe	
Sandra Ruiz	Mohammed Rasoul	Susan Al-Safadi
Adel Chaoui	Hanan Cherbika	Andrea Newton

Secretariat

Grenfell Tower Memorial Commission secretariat (3 individuals)

Other

Kaizen team (3 individuals)

Ministry of Housing, Communities and Local Government (MHCLG) (1 individual)

Meeting purpose

The eighteenth meeting of the Memorial Commission. An extraordinary meeting to discuss Kaizen's engagement plan and the Commission's engagement strategy going forward.

Opening

- A one-minute silence was held at the start of the meeting.
- It was confirmed that the meeting was quorate.

Kaizen's engagement plan

- Kaizen explained that they began their engagement by conducting interviews on the streets of North Kensington to collect initial ideas. The Commission asked why Kaizen had not begun engagement with the bereaved. Bereaved representatives stressed the importance of the Commission following what is set out in the engagement plan. Other representatives supported this approach. Kaizen explained they understand that the bereaved are at the heart of this work but were conscious that there has been limited opportunity

¹ For the purposes of the Memorial Commission, this refers to former residents of Grenfell Tower and Grenfell Walk.

to conduct engagement during the pandemic. Kaizen added they felt it was important to begin engagement with the wider community whilst they were still able to do so in person.

- Following this discussion, it was agreed that Kaizen would pause their current engagement in the community and focus on engagement with the bereaved first, providing the bereaved with a dedicated period before engaging with survivors and local residents.
- The Commission agreed that letters should be sent out to all bereaved, survivors and local residents which will explain the engagement strategy going forward including that the bereaved will be engaged first. Representatives stressed the importance of sending the letters out to all groups at the same time to ensure clarity.
- It was agreed that an agenda item clarifying the relationship between Kaizen, the co-chairs, the community representatives and MHCLG, would be added to the next Memorial Commission meeting.
- There was a discussion on bringing in a dedicated communications resource for the Memorial Commission. Thelma explained, in her experience, external support is often brought in to support the work being undertaken. One representative noted there had been an issue of trust since the disaster. It was agreed a dedicated comms resource would be useful. The secretariat agreed to come back to the Commission with options to take this forward.
- The Commission highlighted that people have placed their trust in the community representatives and there needed to be more information made available to the families and community on the work of the Commission.
- One representative felt the Memorial Commission minutes currently being produced were too generic and suggested they had more detail using straightforward language.

Action: Kaizen to pause until engagement with the bereaved has started.

Action: secretariat to draft letters to bereaved, survivors and local residents explaining the engagement strategy going forward.

Action: secretariat to add an agenda item and draft a report for the next meeting clarifying roles and responsibilities.

Action: secretariat to draft a paper outlining the possibilities for having a dedicated communications resource for the Commission.

Action: secretariat to produce more detailed minutes (to take effect from 23rd July meeting).

Next meeting: 1st October 2020

Meeting end.