

Grenfell Tower Memorial Commission Meeting
4th June 2020

Attendees

Michael Lockwood (meeting chair)
Thelma Stober
Community representatives
Secretariat
MHCLG

Meeting purpose

The fourteenth meeting to agree the Commission's updated workplan, agree the Commission's approach to seeking advice from experts and to update on the Commission's three-year anniversary arrangements.

Opening

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

Actions log and minutes of previous meeting

- The Secretariat updated the Commission on progress on outstanding actions.

Update from the co-chairs

- Thelma and Michael updated the Commission on their meetings with ministers and stakeholders.
- **Action:** Regular meetings to be set up with stakeholders including Resident's Associations.

Workplan (updated) – Report 2

This report had been updated to include the procurement process for a community engagement specialist and the effects of the coronavirus pandemic on community events. The amendments were agreed.

Expert Support – Report 3

- The Commission discussed the report and agreed it's recommendations for the experts to engage with at this stage and the methods of procurement to ensure a fair process. The Commission also noted the importance of including local experts.

Three-year anniversary arrangements

- The Secretariat updated on the progress made on the Promise plaque and the wording for the bay tree planters was discussed and agreed. The Commission also agreed on the placement for the Promise plaque, the bay trees and the wreath by the Grenfell Tower memorial wall.
- Michael and Thelma offered to lay the wreath on behalf of the Commission, and this was agreed.

- The Commission agreed that advanced notice should be given to advise the community of the Commission's plans for the anniversary. It was agreed this would be done through discussions with community representatives' groups and by a Twitter post.
- The Secretariat updated the Commission on the progress made with the Twitter account and that it was to launch on Friday 5th June and would link with the publication of the Commission's blog on the website
Action: Secretariat will inform the Commission when the first tweet will be published.

Patrons

- MHCLG updated the Commission on progress made with potential patrons and explained all potential patrons had been contacted. Three had agreed to support the Commission some were considering, and some had declined.
- The Commission considered and agreed some further patrons to approach.

AOB

- MHCLG advised the Commission that the company providing the two bay trees had donated one of them as a gift and would provide some ongoing maintenance at no cost. The Commission agreed to write a letter of thanks.
- The Secretariat reminded the meeting of the presentation by the engagement specialist taking place the following week. It was agreed that the specialists should come and speak to the Commission when the outcome of the procurement process had been announced.
Action: The Commission to send a letter of thanks to the bay trees supplier.

Next meeting: Thursday 2nd July 2020.

Meeting end.