

**Grenfell Tower Memorial Commission (GTMC) Meeting**  
22 February 2024

**Attendees**

**Memorial Commission**

Thelma Stober  
Lord Paul Boateng (Chair)

**Community Representatives**

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

**Apologies:**

Nabil Choucair  
Andrea Newton

**Secretariat**

Grenfell Tower Memorial Commission Secretariat: 4 individuals

**Other**

Stephanie Edwards, Independent Design Adviser  
Peter Neal, Independent Landscape Design Adviser  
Cheryl de Freitas, Deputy Director: Grenfell Engagement, Family Contact and Policy

**Meeting purpose**

The fifty-fifth meeting of the Memorial Commission, to discuss the draft design brief and an update from the Department of Levelling Up Housing and Communities on the recommendations from the GTMC report.

**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.
- The Secretariat presented the minutes from the January meeting for approval, along with an update on the risk register and action log.

**Agenda item 1: Co-chair update**

- The co-chairs updated the Commission on recent meetings with the Department for Levelling Up, Housing and Communities, particularly around the issue of funding.
- The Community Representatives stated that the community would need reassurance that any budget would ensure the maintenance of the memorial in perpetuity.

#### **Agenda item 2: DLUHC update**

- Cheryl de Freitas introduced herself to the Commission, explaining her role and responsibilities as Deputy Director for Grenfell Engagement, Family Contact and Policy and gave an update on DLUHC's progress, including on the Commission's recommendations outlined in the second report.
- Cheryl reaffirmed that the department is committed to progressing the recommendations from the report and will come to the GTMC meeting in April to provide clearer timelines on when progress will be made.

**ACTION:** Cheryl de Freitas to update the Commission on progress on ownership models for the future memorial site at the next Commission meeting in April.

#### **Agenda item 3: Design Brief**

- The design advisers opened the discussion on the second draft of the design brief and thanked the Community Representatives for sharing their views.
- There was an overview of the phases and process of the design brief and an update on recent engagement with local stakeholders.

#### **Agenda item 4: Secretariat update**

- The Secretariat informed the Community Representatives that the Community Archivist will be starting on Monday 4<sup>th</sup> March.
- The Secretariat discussed the upcoming iftar events and confirmed an invitation will be sent to the Community Representatives to share the invite with their networks.

#### **AOB:**

- Secretariat highlighted cancelling the March GTMC meeting due to Ramadan.

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

**Phone:** 0303 444 4831

**Email:** [GTMCSecretariat@levellingup.gov.uk](mailto:GTMCSecretariat@levellingup.gov.uk)

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

**Next meeting:** Thursday 18<sup>th</sup> April.