

**Grenfell Tower Memorial Commission Meeting**  
**5 June 2025**

**Attendees**

**Memorial Commission**

Thelma Stober  
Lord Paul Boateng (Chair)

**Community Representatives**

(Bereaved  
representatives)  
Sandra Ruiz  
Paulos Tekle

(Survivor  
representatives)

(Lancaster West and  
community  
representatives)  
Susan Al Safadi  
Andrea Newton  
Samia Badani

**Apologies:**

Hanan Wahabi  
Adel Chaoui  
Hassan Hassan  
Nabil Choucair  
Abraham Abebe  
Hanan Cherbika  
Mohammad Rasoul  
Abbas Dadou

**Secretariat**

Grenfell Tower Memorial Commission Secretariat, 4 individuals

**Other**

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

Camilla Sheldon, Ministry of Housing Communities and Local Government  
(MHCLG)  
Helen Town, MHCLG

**Meeting Purpose**

The sixty-eighth meeting of the Memorial Commission to discuss the status of the memorial design team selection process, including the support needed by the community representatives to participate; the Commission's upcoming film to mark the eighth anniversary of the tragedy; and an update from MHCLG, including the current work they are doing to review and improve their communications to the Grenfell community.

## 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 not quorate.
- The secretariat presented the minutes from the May meeting for approval, along with an update on the risk register and action log.
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## Agenda Item 1: design team selection update

- The design advisers gave an update on the recent technical workshops with the shortlisted design teams. This was an opportunity for the shortlisted teams to clarify details of the design brief and technical information.
- A reminder and an explanation was provided on the community engagement sessions in July, which will be in-person and have online options for the community to give feedback. All agreed that it was important for the community to have as many opportunities as possible to provide feedback and ask questions.
- A community representative referenced Silchester and Henry Dickens – significant cohorts within the immediate community with an increasing ageing community. They suggested that we hold a session at the ‘Sobus’ community hub on Freston Road. The secretariat confirmed that this will be added to the list of events.
- Lord Paul Boateng reiterated the importance of the secretariat being resourced and supported to provide the Commission with what it needs as this process progresses and the final team is appointed and beyond.
- There was discussion about how the secretariat and Commission will work collaboratively with the final design team once appointed. The secretariat agreed to discuss this further at the GTMC July meeting.
- The design advisers provided an update about evaluation requirements – dates and timings. There was an overview given on the evaluation and moderation process for written submissions. The design advisers estimated that evaluators should allow half a day to review each submission.
- Thelma asked when the final team will likely be appointed and when will we have a final design. The design advisor advised, likely to be November this year for appointment. And approx. one year after that for design development, followed by planning permission.

## Action

- GTMC secretariat to discuss the role of the final design team and how the secretariat will work collaboratively with the team, once appointed, at the July GTMC meeting.
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- Secretariat to discuss the timeline for the Grenfell memorial.

## **Agenda Item 2: secretariat update (anniversary film and comms)**

- The secretariat showed the Commission's eighth anniversary film and explained how the film will be shared with the Grenfell community and more publicly.

## **Agenda Item 3: MHCLG update**

- Camilla Sheldon (MHCLG) gave an update on the Deputy Prime Minister (DPM) meeting with bereaved families and survivors which took place earlier this week. Camilla commented that this was a positive meeting which enabled families to give further views on the Tower and hear updates of the activity over the coming months.
- There was an update about the communications review being undertaken by the department and the first report draft is due to be submitted to the DPM in June. An offer was made to the Commission to speak with the comms review lead directly, or to submit feedback, should any of the community representatives wish to.
- A community representative asked if the person leading the review is also a specialist in public participation. MHCLG advised that the current focus of the review is the department's approach to communications.
- Lord Paul Boateng said the timing is challenging. The Co-chairs are keen that the communications review lead hears first-hand about the Commission's concerns and that there are no delays in implementing the changes needed.
- There was a brief conversation about the Memorandum of Understanding (MOU) which is still in progress. Advice from the co-chairs suggested further work will need to be done to the MOU by MHCLG before this can be signed.
- A community representative reflected on the lack of the department engagement with the local youth about their views, mental health and involvement.
- Camilla advised that the department has been engaging with the CNWL as well as the Grenfell Education Forum about the support that is needed for students.
- Camilla updated the Commission that the next period of engagement with the community will happen in July. This engagement will include further information about carefully taking the tower down, the methodology, impacts and how the community will be supported throughout deconstruction.
- Helen Town (MHCLG) agreed to come to the next Commission meeting to present an overview of MHCLG's approach on sharing with the community how the department will carefully take down the Tower.

**Action**

- Secretariat to facilitate a meeting with GTMC co-chairs and MHCLG to discuss the MOU.
- MHCLG to attend the July GTMC meeting and present an overview and update on deconstruction of the Tower, including timelines, impacts and strategy.

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

**Phone:** 0303 444 4831

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

**Website:** [www.grenfelltowermemorial.co.uk/contact](http://www.grenfelltowermemorial.co.uk/contact)

**Next meeting:** Thursday 10 July 2025