

Hearings Information sheet

Timings

09:00 - Building opens
09.30 - Hearing room opens
10.00 - Hearings due to start
13:00 - One hour break for lunch
16:30 - Hearing due to finish for day
16:45 - Hearing room closes 15 minutes after hearings have finished
17:00 - Building closes

The Hearings start times are subject to change due to scheduling requirements. Please check our website and twitter for regular updates.

Schedule

A provisional schedule for the week ahead will be available at the end of the previous week on the Inquiry website and will be shared on Twitter.

Covid arrangements

The wearing of face masks when attending the hearing venue is not mandatory but is encouraged especially when moving around the building and when coming in close proximity to other persons.

Sanitizer units are located throughout the building and additional cleaning takes place throughout the day with high use contact points (e.g. Door handles) regularly wiped down.

All persons planning to attend at the hearing venue are asked to observe NHS covid guidance and not attend if they have covid related symptoms (unless negatively tested), and / or if they have been instructed to self isolate.

Although the requirement to maintain 2 meters social distance is no longer applied within the hearing venue, all persons are asked to maintain as much space from others as possible to limit the risk of transmission.

Public hearing

The hearings are live-streamed and the recordings will form part of the Inquiry record. Attendees, including the press, are not permitted to film, make recordings or take photographs inside the Inquiry venue.

If there are any concerns about inappropriate recording or press behaviour during the hearing these can be raised in confidence at the reception desk. The Independent Press

Standards Organisation (IPSO) has published a leaflet with advice for people who are concerned about press harassment. This can be found on their website at www.ipso.co.uk/media/1536/ipso-harassment-help-leaflet.pdf and hard copies are also available at the reception desk.

Security

Hearings are open to the public and there will be security checks and a bag search on entry. We encourage those attending to arrive in plenty of time and to think carefully about what you bring with you on the day. The following items will not be permitted inside the venue:

- Any type of knife or bladed article – for example pen knives, key-ring knives, belt knives, craft knives or cutlery;
- ‘Sharps’ – for example, scissors, syringes (unless these are for medical purposes), craft needles;
- Replica guns – for example lighters or jewellery that looks like a gun or toy gun;
- All photographic, audio and video recording equipment, whether digital or analogue, with the exception of mobile phones (which should be switched to silent in the hearing room). Attendees are not permitted to film, take videos or make recordings on the hearing floor;
- Work tools – for example hammers, screwdrivers, wrenches, nails; alcohol, non-prescription drugs, solvents and other potentially harmful substances;
- Any other item which, in the opinion of the security officer, could be used as a weapon, cause a hazard to others in the building or be used to disrupt proceedings.

Recognised Legal representative (RLR) workstations

Workstations for RLRs are provided within the hearing room. Each user will have two screens displaying the live transcript and evidence, with integrated power for laptops and mobile devices. If you have any technical problems, please contact opus directly.

Interpreters

The Inquiry is committed to ensuring the proceedings are accessible to everyone. We will provide an onsite interpreter for BSRs, on request. Any requirement for interpreters should be submitted in advance with at least three working days’ notice.

Please contact the Inquiry team at hearingenquiries@grenfelltowerinquiry.org.uk if you would like to request an interpreter for your client. Please note, the Inquiry cannot guarantee specific individuals will be sent as this is at the discretion of the agency supplying the interpreters.

Outreach and counselling service

Counsellors are onsite every day the inquiry sits to support attendees with emotional well-being. Hestia are identifiable by their green and orange scarves. Hestia also offer one-to-one telephone or online support sessions that BSRs will be able to book with a counsellor during the day or at the end of the day’s hearings. Please contact Hestia on 0800 246 5617.

Support is also available at www.grenfellwellbeing.com or 0207 8637 6279.

Travel and subsistence

The Inquiry will pay a fixed daily amount of £15 of expenses to each BSR core participant that attends the hearings. Receipts do not need to be provided however, we ask that BSR core participants sign in with an usher in the hearing room, so that the amount can be paid for that day's attendance.

If you feel you require extra support in attending the Inquiry please email the team at hearingenquiries@grenfelltowerinquiry.org.uk setting out the reasons and estimates of costs. The Inquiry will ensure a decision is made promptly.

For further information see our travel and subsistence policy for core participants.

Evacuation and Fire Alarm test

If the fire alarm sounds, trained fire wardens on the ground floor will direct you to evacuate. The Inquiry team will ensure you are evacuated before they evacuate.

All fire exits are shown on the floor plans below in Annexes 1 & 2. Within the main hearing room there are four fire exits.

Please note the fire alarm is tested every Friday at 3pm.

Hearing room layout

Please see Annex 2 which sets out the current layout of the main hearing room.

The public seats in the main hearing room will be prioritised for the bereaved, survivors and local resident core participants.

Inquiry contacts

Contact number - 0207 842 3577

Hearing Enquiries - hearingenquiries@grenfelltowerinquiry.org.uk

Press and Inquiry website - media@grenfelltowerinquiry.org.uk

Finance queries - finance@grenfelltowerinquiry.org.uk

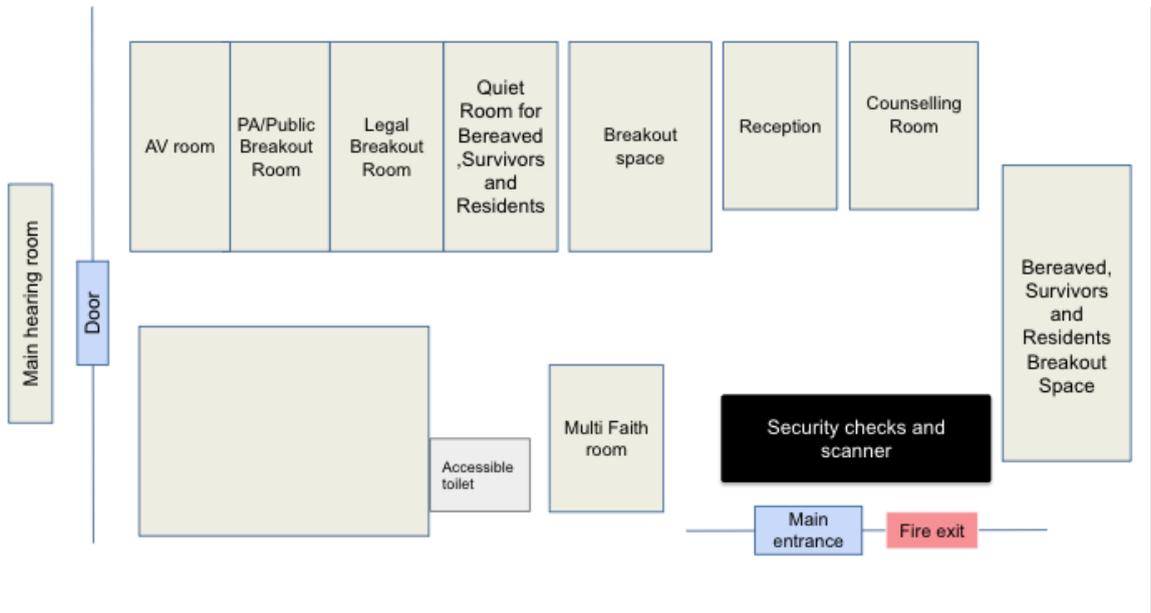
Hearing tech support - grenfell.inquiry_techsupport@epigglobal.co.uk

Secure WiFi Access:

Username: Grenfell_Guest

Password: @CALLABLEECHO

Annex 1



Annex 2

