

**Grenfell Tower Memorial Commission (GTMC) Meeting  
08 June 2023**

**Attendees**

**Memorial Commission**

Lord Paul  
Boateng (Chair)

Thelma Stober

**Community Representatives**

(Bereaved  
representatives)

Sandra Ruiz

Adel Chaoui

Hanan Wahabi

(Survivor  
representatives<sup>1</sup>)

Hanan Cherbika

Mohammed Rasoul

(Lancaster West  
representatives)

Susan Al Safadi

**Apologies:**

Andrea Newton

Abraham Abebe

Hassan Hassan

Nabil Choucair

**Secretariat**

Grenfell Tower Memorial Commission Secretariat: 6 individuals

**Other**

Stephanie Edwards, Independent design adviser

Mark Brown, Final report writer

**Meeting purpose**

The forty eighth meeting of the Memorial Commission to provide an update on the design brief timeline, final report updates, to review illustration options and design concepts, to discuss ownership and six-year anniversary plans.

**Opening**

- A one-minute silence was held at the start of the meeting.
- Lord Boateng opened the meeting, welcoming all in attendance.
- It was confirmed that the meeting was quorate.

**Agenda item 1: for information items**

- The Commission cleared the minutes from the 18 May meeting.
- Risk register and action log, the secretariat updated the Commission on progress on outstanding actions and highlighted that there has been no change in the risk register score.
- No conflicts of interests were declared.

**Agenda item 2: design update**

- Stephanie provided an update on the design brief timeline, the detailed content development, and the selection process.

- The Commission discussed the timeline dates and milestones and asked if this process could be expedited to ensure the community does not have to wait longer than necessary for a fitting memorial.
- The Commission discussed the importance of community engagement within the process and ensuring that a diverse team is selected, a team that can work closely with the community.

**ACTION:**

- The secretariat to work with Stephanie on timelines for the design brief and feedback at the next GTMC meeting in July.

**Agenda item 3: final report update**

- The secretariat gave an update on the final report and discussed possible design concepts and illustration options.
- The secretariat shared three different design concepts and asked which option the Commission preferred. The Memorial Commission gave their feedback and choice of preference.
- The secretariat discussed the schedule for producing the audio version of the report and asked if the Commission how they wanted to record the audio.

**ACTION:**

- The Commission to let the secretariat know about the recording of the audio version of the report before the next meeting.

**Agenda item 4: ownership**

- The secretariat gave an update around ownership of the memorial site and the risks and benefits associated with each ownership model. Thelma Stober spoke about her positive experience working with The Royal Parks for the 7/7 memorial.
- The Commission asked for the secretariat to arrange a further meeting with The Royal Parks to discuss options.
- The presentation of engagement data was discussed, and the Commission asked for the data to be broken down further.

**ACTION:**

- The secretariat to arrange a further meeting with The Royal Parks to discuss ownership options and feedback to the Memorial Commission.
- The secretariat to discuss the presentation of the data with the contractor.

**Agenda item 5: six-year anniversary plans**

- The secretariat gave an update on plans for the six-year anniversary, including wreaths and rosemary trees for the site, and the co-chairs' plans for the day.

**Agenda item 6: AOB**

- The commission discussed options for digital memorialisation and a recent meeting they had with Forensic Architecture.
- The secretariat reminded the Commission of the Green 4 Grenfell event this Saturday in Hope Gardens.

**ACTION:** Discussion of digital memorialisation to be an agenda item at the next meeting, along with the siting of arisings.

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

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

**Next meeting**  
**Thursday 20 July**