

Grenfell Tower Memorial Commission (GTMC) Meeting 12 September 2023

Attendees

Memorial Commission

Lord Paul Boateng (Chair)

Community Representatives

(Bereaved
representatives)

Sandra Ruiz

Hanan Wahabi

Hassan Hassan

Adel Chaoui

(Survivor
representatives¹)

Mohammed Rasoul

Abraham Abebe

(Lancaster West
representatives)

Susan Al Safadi

Andrea Newton

Apologies:

Thelma Stober

Nabil Choucair

Hanan Cherbika

Secretariat

Grenfell Tower Memorial Commission Secretariat: 5 individuals

Other

Stephanie Edwards, Independent Design Adviser

Mark Brown, final report writer

Meeting purpose

The fiftieth meeting of the Memorial Commission to read through the final report draft and discuss the design brief/competition process.

Opening

- A one-minute silence was held at the start of the meeting.
- Lord Boateng offered prayers to all those who lost their lives in the Moroccan earthquake and reflected on the 22nd anniversary of 9/11.
- 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 20 July 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 a design update, and gave an overview about the design procurement, detailing the proposed timeline and scope of the design selection process.
- Stephanie discussed a design advisory panel to support the 2 staged design process and highlighting the stages for the bereaved families, survivors and Grenfell Community involvement.
- Stephanie then provided a site overview update, informing the Commission of the upcoming topographical survey which will be starting later in September.
- The Commission discussed the importance of understanding the logistics of the site to ensure all potential issues are addressed.

Agenda item 3: final report

- The Commission reviewed the draft of the final report and provided their feedback and comments on language, style, and additional information to be included.
- It was agreed that the secretariat will add the required changes to these sections and provide a further draft for the community representatives to review.

ACTION:

- Secretariat to make required changes to the report and share this with the Commission to review.

Agenda item 4: AOB

- The Community Representatives mentioned the meeting they had with Forensic Architecture and asked the Secretariat to arrange a further meeting.

ACTION:

- Secretariat to contact Forensic Architecture to organise a meeting with the full commission.

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

Phone: 0303 444 4831

Email: GTMCSecretariat@levellingup.gov.uk

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

Next meeting

Thursday 19th October 2023