



**Activism Subcommittee**

**Saturday 14<sup>th</sup> November 2015  
10am – 4pm**

**Room F1  
Human Rights Action Centre  
17-25 New Inn Yard, London, EC2A 3EA**

**Present:**

Eilidh Douglas (Chair)  
Barrie Hay  
Ade Couper  
Hannah Perry  
Chris Moss  
Simon Ware  
Liesbeth Ten-Ham  
Dave Benyon  
Jerry Allen  
Ruth Breddal (part)

**Apologies:**

Melanie Thienard

**Staff attending:**

Kerry Moscogiuri  
Andy Hackman  
Kate Allen (part)  
Leni Morris (part)

<b>Item No. 1</b>	<b>Agenda Topic:</b> Introduction and Minutes of last meeting
<p><b>Introduction</b></p> <p>ASC wished to add their thoughts to those that Kate was sending on behalf of AIUK to AI France</p> <p>ASC thanked Melanie in her absence for her work on the ASC and her role on STAN. She is stepping down from the ASC now that a new STAN has been elected and will accompany the new STAN rep to the next ASC meeting.</p> <p><b>Minutes of the September Meeting</b></p> <p>The Committee approved the minutes of the September meeting with the following amendments:</p> <p>Correct the spelling of Liesbeth's name.  Correct the minute on Sarah O'Grady's response to whether student groups were consulted to clarify that all members and groups were consulted.  Amend minute on Spanish language issue to cover South America and Brazil  Change spelling on intervening period  Change title of media officer to regional media support officers  Change 'we don't tell activists our successes', to 'we don't celebrate our successes'</p>	
<b>Item No. 2</b>	<b>Agenda Topic:</b> Matters arising
<p>Request use of first names not initials LTH - ASC agreed</p> <p>Liesbeth to be AGM review group delegate for the ASC <b>Action Liesbeth</b></p> <p>Inform STAN that individual student members and student groups were included in the constitution consultation. <b>Action Kerry</b></p> <p>The board approved the network terms of reference recommend by the ASC at the Sept meeting. Now Network elections will be held on Dec 5<sup>th</sup> at the networks conference.</p>	
<b>Item No. 3</b>	<b>Agenda Topic:</b> Update on the staff team
<p><b>Andy updated ASC on changes to the staff team as follows:</b></p> <p>Artist Relations and Events Manager: Sarah Ben-Tovim and Aikta Hancock are now job sharing the role on a permanent basis.  HRE Manager: Rowena Seabrook has been confirmed in post as the permanent  Community Organising Manager: We are now recruiting to fill the vacancy in permanent Community Organising Manager role.</p>	
<b>Item No. 4</b>	<b>1. Agenda Topic:</b> Learnings, challenges and sharing information from the ASC

**Liesbeth: Feedback from the Regional Reps****Groups Newsletter:**

The regional reps have reviewed the groups newsletter and wish to develop it into a wider activist newsletter and to encourage activists to be more proactive in submitting content for it. Farshid is taking this work forward.

Developing the newsletter in this way was welcomed by the ASC.

**Activism surveys and insight**

The regional reps have started to undertake a health check on local groups. The goal is to produce a comprehensive and accurate report on groups' health. They are working on making the info more concise and consistent with the goal of producing a report later in the year.

The 7 regional media support officers also be doing a survey with local groups.

Regional Reps felt that bearing everything in mind, we should not also do an activism survey in January.

The ASC agreed that we should look at how we can gather feedback and information from activists most effectively and decided that the next meeting of the ASC should look at how we gather info from activists holistically, store it in one place and re-share it. We should also agree KPIs at the next ASC and design feedback processes to help provide information to measure those KPIs.

In preparation for that, the following **actions** were agreed:

**Andy** to circulate to ASC the updated improvement plan that was produced out of the 2015 activism survey.

**Andy** to recirculate Gemma's paper on KPIs with an action for ASC members to feed in

**Liesbeth** to share the report produced out of the regional reps' health check.

**By 4<sup>th</sup> January: ALL ASC Members** to provide ED with the information that they want to collect and the opportunities they have to collect that.

In addition:

**Barrie** to send Liesbeth guidance on the information that country coordinators would like from local groups for the health check

Liesbeth suggested that we set up a form for groups to use to input feedback on their meetings with MPs. **Action: Andy to follow up**

**Kerry** to confirm the email address for activists to use when feedback on conversations with MPs.

**Constitution consultation**

Regional Reps have requested that to know the board's proposals on constitutional changes as quickly as possible so that people have time to respond before the AGM resolutions deadline.

**Action: Eilidh to feedback to the Board**

**Other feedback**

There is an out of date list of groups on the website:

**Action: Andy to update and to develop a regular schedule for website updates of activist details**

Concern over W4R labels: **Andy** to address with the campaigns team

Liesbeth suggested creating an overall meetings schedule for the year, looking across all key governance and activist meetings. This was welcomed by the ASC.

**Action: Kerry** to take this forward based on the governance calendar which will be approved by the Board in December.

#### **Ade - Feedback from AIUK Trainers**

Ade reported that we are recruiting new trainers and that we now have an online discussion space for trainers.

**Action: Ade** to ask trainers if there is any feedback on this.

The planned HRA skillshare has been postponed due to low numbers.

#### **Simon - Feedback from Networks**

WAN have had good meetings with staff and are now better connected with their work.

Generally, the networks are building stronger relationships with staff across campaigns and digital

**All:** Note international women's human rights days on 24<sup>th</sup> Nov

LGBTI network attended student conference and promoting google group and social media there.

They are running a letter writing session in Soho gay bar and will be working with the asylum justice project in Feb.

There is Lots of engagement in Pride – but all committee members are currently in London which is a challenge for support for Prides outside of London.

CHRN - are campaigning on Saudi Arabia working with the CC.

Links with CCs are key for all of networks because they are the key source of campaigning information.

The networks conference will take place on the 5<sup>th</sup> December. The conference will present the strategic plan and set the role of the networks in that context.

Networks have identified a need to work out opportunities for activists beyond the committees - this will be picked up at the conference.

The conference will elect network committees and there will be an election for the ASC rep at the next meeting.

TU Networks

**Action: Eilidh** to contact Tom to follow up on TU committee rep to the ASC.

#### **Barrie - Feedback from Country Coordinators**

Barrie reported a challenge in getting activists to actively engage and attend demos and meetings. One example was the recent China protest. He reflected that we did not have as many people at the China protest as hoped for. The London regional reps did a great job in publicising it but not many activists were able to be there. Kate reported that the demo did have the media impact we had aimed for and she was very pleased with it.

He reported a wish for CC's to be able to work more closely with the TU network to bring in relevant professions in support of specific actions e.g. recent UAs calling for medical treatment and another on lawyers. CC's would like a way to engage the TU network. **Andy and Barrie to follow this up.** CCs feel that need to work more closely with staff and regional reps to get support for our activism and find a way to overcome the fact that many of the actions are short notice e.g. forthcoming action on immediate threat to free press in Russian.

**Action: Andy and Barrie to follow this up.**

Barrie requested that there should be a central place where campaign materials are stored for activists to use, including materials produced by activist and that it should be possible to easily check if resources you have are still able to be used or are out of date. Andy reported that James has completed an audit of resources and will follow up these points as part of finalising that work.

**Action: Andy to follow this up.**

**Action: Andy** to produce a flowchart to make it clear to activists who to contact for what, including looking at options around helpdesk software and email addresses for specific functions.

#### Chris - feedback from YAG

Chris reported that some youth groups feel out of touch with the movement. Need to find ways for them to find fellow activist groups locally.

Scottish members have reported difficulty receiving info from the Scottish office but that the office is improving on this.

Some youth groups are reporting difficulty identifying actions for meeting which are physical as well as digital.

**Action: Chris, Barrie and Andy to take action to** build connection between youth groups and CCs - plus also trainers, and speakers and thematic networks.

#### **Future Reports**

ASC agreed that from the next meeting constituency reports will be sent with the papers which would mean reps filling it in beforehand.

**Action: Eilidh to work with Liesbeth** to produce a revised template and will send it out to ASC members 4 weeks in advance of each ASC meeting with a 2 week completion window.

Kerry reported that there had been over 4,000 responses so far to the consultation on Amnesty's policy on abortion. There was currently very little feedback to the Supporter Care Team and no media attention. The survey had been sent to over 60,000 members by email and it was being flagged up in the current edition of the magazine.

Kerry flagged up some queries from members about not receiving the survey which was due opt-outs on their record.

**Action: Kerry and Dave** to further discuss AIUK approach to opt-outs

<b>Item No. 6</b>	<b>Agenda Topic: Strategic Planning</b>
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ASC members fed back comments on the first draft strategic plan.

**Action: Kerry** to feed the following comments into the next version of the plan going to the December board meeting:

ASC members felt that overall the content was good but more work was needed on the language to make it more accessible, notably

Change the language of 'harnessing the power of the movement'

Don't use 'theory of change'

Make the language in the section on 'change' clearer

Clarify the change we are seeking in the governance section: what will be different

Avoid the term rights-holders - use people

On finance, be clear about the change, current iteration implies a lack of financial literacy

ON the content, the following specific points were noted:

The I@R section needs a stronger vision. We need a greater sense of the scale of change on I@R and it needs to talk about how we monitor and work with staff and volunteers and for Country Coordinators how we work in partnership on the I@R programme – what will be different.

On Crisis and tactical be clear what activist-led means here.

On HRE - how will we get to that big goal outlined in the top level objective: – what will the change be.

Avoid the term rights-holders - use people

Connecting people to HR and harnessing the power of the movement - needs to be clearer what the scale of change is

Would like to see a reference to anti-death penalty campaigning in the plan. This can be by offering UAs people thematically - eg death penalty or torture

Some concern that activists have only just really got hold of MBMR and are committed to Stop Torture, and so the exit strategies for these campaigns will be very important

Enhancing our governance page – in objective 2, we need to make a v clear commitment to the democratic values of the organisation.

Growing the financial resources - we should have v clearly documented financial statements - add as an annexe

Global campaigns - put in something in here about the timing of the global campaigns and their timing

HRA campaign – broaden out this objective beyond the HRA to how we can strengthen the understanding of human rights in the UK  
 Clarify what we mean about a database of members' skills and drawing it from is systematically and don't use as a headline  
 Talk more about how will be better able to identify interest and focussing action there - and more about connections between people  
 Add encryption to the technology  
 Add using technology to develop plans collaboratively  
 From an activist point of view, we could have a better linked up strategy. - more use of shared online skills and interest groups.

<b>Item No. 7</b>	<b>Agenda Topic: ASC Objectives 2015/2016</b>
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**ASC Objectives**

Eilidh presented a paper laying out the objectives for ASC for the year ahead, 2015/16.

ASC welcomed this approach and fed back as follows:

We should develop a rolling work plan for the ASC

We should develop an annual agenda planner to determine what we discuss when and what needs to be done in between meetings

Use the ASC terms of reference for framing it and the strategic plan as one of the reference points

Need to include monitoring the performance of activist bodies within it

There should be more focus on activist growth

Note about the language: we are here to serve activists

Adapt the reference to the activism survey to broaden it out to include overall data insight

**Action:** Eilidh to incorporate these changes and recirculate the document for the next meeting

<b>Item No. 11</b>	<b>Agenda Topic: Activist Code of conduct</b>
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**Activist code of conduct**

Andy presented the revised code of conduct for ASC comment and approval.

Liesbeth requested that revised policies be presented in tracked changes format.

ASC fed back as follows:

Need to strengthen how this is binding for role-holders.

Create a flow chart for annexe 4 to explain the process

Bottom of page 8 - clarify its not all members of networks who this applies to but network committee members and AIUK prominent role holders.

Need a definition of activist and activist role-holders – make the list full, or add in a catch all clause or equivalent.

Page 5, D use 'non-partisan as well as impartiality'

Add in code of conduct of social media and twitter

Refer to the expenses policy in the doc.

Under health and safety - should be obligatory to fill in risk assessments for all public activities inc stalls at fairs.

Data protection - include the data protection guidelines – they still listed as 'to follow'

ASC decided that we need to stress test the code and the process outlined in annex 4.

**Action: ASC members** to brainstorm scenarios and stress test the code within constituencies, including the AGM review group. Pull all of the examples currently embedded in the policy out and include flow charts. Who does it apply to, what are they to do and how is it dealt with. Who, what how?

**Action: feedback from ASC members** on this exercise required by the next meeting of the ASC

**Action: Andy** to incorporate comments above into revised policy

**Further actions:** The revised code of conduct is required in time for the 2016 AGM papers (end of Feb)

When it is ready, it should be included in all welcome packs for role-holders and for ASC to ensure it is widely shared through constituencies

#### **Item No. 12**   **Agenda Topic: AGM Planning**

Leni and Ruth presented plans for the 2016 AGM including new pricing structure, changes to the programme and electronic voting

ASC welcomed the changes and thanked Leni for the developments being made

Liesbeth suggested that we could add in a pre-conference optional Sunday morning group run walk – as a programme entry

Leni informed the ASC that the website is live: [amnesty.org/agm](http://amnesty.org/agm)

Leni welcomed any more feedback from ASC members by email.

**Action: Ade** volunteered to coordinate the governance stall again. Welcomed by ASC.

#### **Item No. 13**   **Agenda Topic: Welcoming and Safeguarding young people**

Andy introduced the guidance that had previously been requested by the ASC.

ASC welcomed this. It is good that is a short do's and don'ts and therefore accessible. ASC fed back as follow:

Stress that if you have any concerns that you **always** pass it on

If you pass on a concern to the school, you should seek to ensure that the school record it.

In the do's - change the word 'staff' to activist.

Consider advice that when communicating with young people, use email and cc people in rather than text messaging

Don't ask leading questions if a young person is disclosing something

Add that in school settings you are there to facilitate but you are not in a position to manage behaviour

Disclosure: if someone has disclosed to you then you might want some support yourself.

Acknowledging that we are not child protection professionals and advising activist of the support they can access

Bring pro forma B key points into the guidance

Action: Andy will run the comments past Rowena and team and then will incorporate where appropriate.

#### **Item No. 13**   **Agenda Topic: Quarter three Supporter Feedback**

ASC reviewed the Q3 Supporter Feedback and commented as follows:

It's a useful overview. Good to see the volume and understand the scale of the supporter care operation. The Powerpoint is an excellent summary of the feedback.

A key action is to identify where there are key trends where people feel concerned so that activists are given the arguments to present a consistent view. There are no new issues of this nature in this quarter.

Kerry clarified that all activist feedback should be recorded via this process and that staff should record all activist feedback. We are aware that the system is not working across all teams and will address this in 2016.

It was suggested that it would be useful to split the data by activists and general public and include social media feedback too. **Action: Kerry to do this for the next report.**

#### Item number 14: Agenda Topic Update on GTP and the movement

Kerry updated ASC on progress on GTP and the ASC noted the paper on the state of the movement. Progress on tackling ongoing issues for CCs with the GTP was noted and that there is more work needed on that.

Barrie reported a positive a meeting with the Former Soviet Union team

#### Item number 15: Future meeting dates

The ASC confirmed dates for the next meeting and year ahead as follows:

30th January

5<sup>th</sup> March

9<sup>th</sup>/10<sup>th</sup> April AGM

18 June

Governance Day – 17<sup>th</sup> September

12 November

#### Item number 16: AOB

**Action: Kerry and Liesbeth** to report back to the next ASC on how we can take forward anti DP campaigning

**Action: Kerry to bring the review of W4R** to be discussed at the March 2016 ASC

**Action: ASC members** are encouraged to add agenda items to the ASC meetings on an ongoing basis

#### *Key Messages and actions*

New process for sharing feedback from constituencies - Eilidh to circulate paper in advance so that members can fill it in to send out with the agenda

All to stress test scenarios for code of conduct for finalisation of code of conduct at next meeting

All to feedback by 4<sup>th</sup> Jan on which information we need to gather from activists and opportunities for doing so

Ade will manage the AGM governance stall

ASC to feedback to activists to encourage them to come to the AGM, letting them know about the new pricing structure and to feedback approval for the direction of the new strategic plan and that there will an opportunity for activists to engage with it prior to the AGM