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| **Meeting Date** | 12th November 2016 |
| **Paper no** | **ASC/Nov16/01** |
| **Title** | **Minutes September Meeting** |
| **Purpose of the Paper** | **To share the minutes with ASC for approval and consideration of matters arising** |
| **Key points** |  |
| **Options and Decisions Required** | Review and approve minutes from previous meeting |
| **Risk considerations** | None |
| **Any next steps or actions** | Any actions arising from the discussion |
| **Author’s name and title** | Kerry Moscogiuri |

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**Activism Subcommittee**

**Saturday 10th September 2016**

**10am – 4pm**

**Room F1**

**Human Rights Action Centre**

**17-25 New Inn Yard, London, EC2A 3EA**

**Present:**

Eilidh Douglas (Chair)

Liesbeth Ten-Ham

Chris Moss

Holly Shorey (part)

Katherine Walton

Rose Bennett

Jamie Wheeler-Roberts

Dave Beynon

**Apologies**

Jerry Allen

Ade Couper

Tessa Lamb

**Staff attending:**

Kerry Moscogiuri

Andy Hackman

Jeni Dixon

Michelle O’Keefe

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| ***Item No. 1 Agenda Topic: Minutes and Matters Arising*** | |
| **1.1 Introduction**  Eilidh welcomed Holly to the meeting as the new YAG representative.  As this was Chris’s last meeting, the ASC thanked him for his excellent contribution to the ASC and all his hard work.  Eilidh welcomed Michelle O’Keefe to the meeting. Michelle is AIUK’s new Company Secretary.  **1.2 Minutes and matters arising**  The committee approved the minutes of the meeting of June. These will now be posted on the website as final. | |
| ***Item No. 2 Agenda Topic: Constituency Feedback*** | |
| The ASC thanked those who had brought feedback reports to the meeting.  **2.1 Student Groups – report from Rose**  New committees will be starting in the next couple of weeks so local groups should expect to hear from them.  **2. 2 Country Coordinators - report from Jamie**  Positive report back from action on Tunisia at Prides  A concern has been raised by Jerry about a reported move away from focus on individual cases to thematic work in the South Asia region. Kerry reported that she has been following this up with the IS and the assert that this is not the case. Kerry will continue to follow up with Jerry and the IS and keep Jamie informed.  ACTION: Kerry to follow up  **2.3 Local Groups - report from Liesbeth**  We have had some resignations of regional reps recently. This is a significant concern.  Eilidh asked if we have any insight as to why this is happening. Liesbeth reported that it is mainly to do with managing the scale of the role alongside other personal commitments.  Liesbeth suggested that we need to re-look at the system so that we have deputy reps in place. There is a real impact on the health and effectiveness of groups where we don’t have reps in place. We need to look at better succession planning for reps.  **ACTION:** Jeni to follow up with Liesbeth and Andy  Liesbeth reported that the groups survey is planned and has been set up in survey monkey. Liesbeth will roll it out to all groups and want to make sure that all groups fill it in. Liesbeth suggested that there should also be a complementary survey done from here as previously discussed.  **ACTION:** Andy/Jeni to plan additional activist survey and report back to next ASC  Liesbeth reported that bad weather is a threat to local events. Could the office look into getting some pop up gazebos.  **ACTION**: Jeni to investigate cost benefit  Liesbeth raised concerns over the general health of the groups programme and the fact that there is isn’t an active programme now to set up new groups. With some groups, it is wonderful that people stay within groups for so long, but you also need new people in. The sub group approach that Liesbeth is developing with the Cambridge group is working well.  **ACTION**: Andy/Jeni to prioritise focus on groups development as part of 2017 planning  Jeni reported the good news that we have a new London Regional Rep - Alexis Hatter.  Liesbeth suggested that the Regional Team approach is working well in the North West and that model should be applied elsewhere.  **ACTION:** Andy and Jeni to pick up with Liesbeth what we can learn from the North West and other and report back to the next ASC.  **2.4 Networks - report from Katherine**  The 3 networks are in the process of organising the networks conference. It’s the 29rd October and Katherine encouraged all ASC members to attend.  **ACTION:** ASC members to try to attend the conference on the 29rd October at the HRAC from 10am  The LGBTI network report that the Pride season was a huge success. There was really good representation from the committee across all UK Prides  Katherine reported that the Women’s Action Network needs some work. There is a committee meeting on the 19th September at which issues should be addressed.  The Children’s network is going well. They are launching a campaign proposal for registering children as British Citizens which hopefully will launch in the next few months. Their social media reach has increased to 16,000 – highest ever. The network launched a Twitter action with the HRE team to make the collaboration between the CHRN and HRE more visible. It has gone very well. Monthly actions are going out. The networks are pleased that children with albinism has been included with Write For Rights. David Maidment is planning to retire in Oct.  **ACTION:** ASC to send best wishes and thanks to David for his incredible work on children’s rights over many years.  Eilidh asked that networks also consider the issues of succession planning and support raised by Liesbeth for key people in posts.  **ACTION:** Andy and Jeni to pick this up as part of planning for 2017  **2.5 Youth Groups – report from Chris**  A couple of groups mentioned that because it is only the group leader who gets the mailings then the group members sometimes do not get them in time. Is it possible for members of the groups to get the mailing directly rather than always via a teacher?  **ACTION:** Jeni to investigate  Suggestion that it might be useful on the website for how to keep your group going would be useful.  **ACTION:** Jeni to take forward | |
| ***Item No. 3* *Agenda Topic: Networks Reserved Seats*** | |
| Jeni introduced this paper and explained the need for it. The paper documents the process that exists now so that is more accessible across the networks.  Katherine welcomed the paper, agreeing that it makes the system more accessible and clear.  Eilidh clarified the Board’s thinking on their proposal to remove reserved seats which did not pass at the 2016 AGM.  Jeni proposed to send this document to all committees on the 14th September for them to use to inform how they nominate people for the reserved place.  Eilidh clarified that the person who is elected to this reserved seat will not represent the networks> There is no direct link to a constituency, by virtue of their responsibility as board members they cannot work in that way.  Rose asked for clarification on the term ‘registered volunteer’. Jeni clarified that this means ‘office volunteer’ and will amend the paper accordingly.  **ACTION:** Eilidh, Jeni and Michelle O’Keefe to check the restriction around ‘office volunteer’. Eilidh asked that we leave it in for now until it is clarified.  Jeni clarified that any new network would need to be established by the Board.  ASC approved the paper (with clarification that ‘volunteer’ means ‘office volunteer’ ).  **ACTION:**  Jeni will send it to the networks on 14th September for them to use as a basis for nominations to the next round of board elections. | |
| ***Item No. 4* *Agenda Topic: Networks Forum*** | |
| Jeni reported that she had consulted with networks on the proposal for a networks forum and had received conflicting feedback. Eilidh said that the board would find it useful to know if it useful to have forums recognised formally within the constitution. Liesbeth reported that the regional reps forum has no connection to the reserved seat holder on the board. The regional reps forum is a place where the reps come together to share learning. The CCs have a Steering Committee which is their forum which meets every 3 months. Each of the 13 teams sends a rep and Jamie as ASC rep goes. It provides the opportunity for everyone to come together and discuss issues that are relevant to country coordinators. Aside from that the CC’s are all on one email group.  Eilidh asked to what extent do the forums discuss governance rather than operational issues?  Jeni reported that every single CCSG meeting has at least one item of governance on it.  Eilidh asked if people felt that a route to the board, in addition to the ASC, is required?  Jeni updated the ASC that the TUNC has changed the rep for the ASC. They will have a rep going forward.  Rose suggested that if the role of the forum is operational rather than governance it would be more useful.  Eilidh suggested that she prepare a paper saying that the requirement for a networks or other forums was no longer required in the constitution and that the formal link from activist constituencies to the board should come through the ASC. Eilidh asked ASC to seek input into this from their constituencies on this proposal. The purpose of this would be to simplify and clarify the governance feedback route.  Eilidh asked ASC members to feed into that paper based on their experience of their own  Eilidh will write the paper. ASC members are asked to feed in to Eilidh by the end of week commencing 17th October.  Jamie asked for a written clarification of the precise question we are asking ASC members to cover.  Eilidh will share that with the ASC by the 23rd September.  **ACTION**: Eilidh to send the precise question to ASC members by the 23rd September  **ACTION**: ASC members to feed back to Eilidh by the 21st October | |
| ***Item No. 5* *Agenda Topic: Update on the Refugee Campaign*** | |
| Kerry updated ASC on the refugee campaign. There are several coaches booked. The office has received 18 pledges for the march.  **ACTION:** Liesbeth to remind social media coordinators to promote the march  **ACTION:** Jeni will email ASC with links to the facebook group on where to find the coach information  Liesbeth suggested that we should follow up with an email to all local groups.  **ACTION**: Jeni will follow up ideally region by region  Jeni to forward the London meeting point to the ASC  Kerry reported that the campaign name is’ I welcome’, activists are encouraged not to use people on the move in the future. There is lot of promotional activist planned for week commencing 12th September in advance of the march. The global launch of the campaign is planned for 4th October.  Kerry will ill share the campaign strategy with ASC once approved (next 2 weeks).  **ACTION**: Kerry to share the strategy with ASC | |
| ***Item No. 6 Agenda Topic: KPI Reporting*** | |
| Kerry presented the Quarter 2 KPI report to the ASC that will go to the Sept Board meeting  With regard to the remit of the ASC Kerry reported that our biggest concern is around groups and regional reps especially with regard to the goal of having a group in every political constituency  Jeni reported that the regional rep vacancies in Q2 were Scotland, the South and South Midlands.  If ASC members have any questions about the report please get in touch with Kerry directly  **ACTION:** ASC to contact Kerry with any queries  Eilidh asked that the quarterly feedback report come to the next ASC meeting and that we try to coordinate the feedback report with the quarterly KPIs.  **ACTION:** Kerry to organise | |
| ***Item No. 7*** | ***Agenda Topic: Improving the impact of the movement*** |
| Andy reported on the project he and Allan Hogarth (Head of Advocacy and Programmes) had been involved with on the future of membership and encouraged ASC members to read the report. It focussed on three areas:  Platform: how do you provide ways for your members to get more involved in your organisation  Protoype: idea that f rather that getting everything in place and then doing big launch, make, measure, learn approach.  It confirmed that all the thinking we have been doing on connecting people chimes with that of others and societal changes.  Kerry reminded ASC of the vision for this work, and talked about specific examples of progress:  The example of the Manchester Group and the UAE is a great example. The local group established a meeting with councillors, with good dialogue and got a great letter from HRW confirming the impact that this is having.  Another good example is the development of the Regional Media Support Officers  Another example is the Scottish committee structure that is being developed which has direct links to different parts of the movement within that committee.  The ASC identified specific issues to consider as part of planning:  **Opportunities for more impact: popular engagement in decision-making post referendum(s). Can we harness this.**  Engaging in specific local communities  Challenging misconceptions about some of those communities, and working with not for them  Activists becoming more outward facing, more opportunities for collaboration but also accepting where it isn’t working  Showcase the range of ways that people can get involved as soon as they join, give the context of an individual member’s place in the movement  Important to catch people when they are new and excited. Once you sign up you should get information and opinions quickly and give them local information and how they can get involved in conferences and events. Thematic networks are a good way to do that.  Give events a focus and make them holistic covering campaigning, fundraising, outreach  Can individual members start petitions to facilitate the local engagement  Newly retired people – university of third age – human rights courses  Child friendly events to attract families  Races and other fun events to reach out to communities and raise money  **Frustrations and Barriers**  Sense of territorialism by certain groups/activists  Need to respect everyone’s voice in the movement – need to communicate the worth of younger members by showing what they have done  Age of membership is 14 – can it lower?  Time – eg summer/christmas/exams  Availability of the right resources  Start – be more action and goal focussed rather than group or area or time focussed  Stop conversations when things aren’t working.  Stop alienating others | |
| ***Item No. 8 Agenda Topic: Consultation on the rules*** | |
| Eilidh introduced the paper reminding the ASC of the rationale for it which is to put more structure behind some of the ways our governance works, in particular the AGM. The draft has been considered by members of the board and the Standing Orders Committee. These are now at consultation stage which is currently open. It has been featured in the magazine.  The timetable is for the consultation to close on Oct 3rd. At the 12th Nov meeting ASC will consider the feedback from that.  The purpose of the discussion at this stage was to seek feedback on the rules from the ASC, in particular the membership policy.  The ASC gave their feedback as follows:  We should think about the order in which we write the categories of membership – suggest reverse alphabetical so that youth is not last.  Question: why do we have family membership? Benefit seems weak and slightly confusing constitutional implications. (what happens if one family member contravenes the membership policy?)  **ACTION:** Andy to find out how many family memberships we have, Eilidh to consider if we need to address the potential constitutional issue of how we take action if one member within a family membership does not comply.  Does 4.1.2 need so many ‘ors’. Can the sentence be structured differently.  Do we need to say ‘genuinely’ motivated?  Michelle recommended that we think about removing it or defining it more clearly.  Liesbeth suggested going back to the board and ask them where they got their information on entryism and how it was handled by the organisations concerned.  **ACTION**: Eilidh for the next meeting  So far there had been no response to the consultation.  Liesbeth will remind the regional reps about the consultation. ASC members are asked to feedback and remind constituencies to feed back too.  Rose suggested that we need to clarify what if any period there will be for potential reinstatement of membership if it has been removed.  **ACTION:** Eilidh to share this all of this feedback with the Board.  There will be more conversation on this at the ASC meeting in November once we have the results of the consultation. | |
| ***Item No. 9 Agenda Topic: Regional Conferences*** | |
| Jeni shared the programme for regional conferences. Liesbeth completed the review of last year’s conferences. There was mixed opinion amongst reps on what the focus should be. We need to make certain that there is a conference/meeting in every region this year.  Liesbeth to send the review of regional conferences to ASC  **ACTION:** Liesbeth and Jeni | |
| ***Item No. 10 Agenda Topic: Future of the AGM/National Conference*** | |
| Andy reported that the sub group had met since the last meeting (although Rose could not attend). Focus needs to be on what we want to achieve under the goals of the strategic plan. There has been positive feedback from the AGMs but the programme is very fully since it was reduced to 2 days and a sense that the AGM/NC needs to be more inclusive and attract new people. It costs £250K not including staff cost and we anticipate further expenditure on streaming.  We want to look at the existing programme of events and look at how that might work more effectively together eg specific meetings to achieve specific aims at a particular time and place and signpost governance as part of activist events.  We are thinking about introducing an annual flagship event for members and the public. We are working on what that would look like.  Andy proposed that we will continue working this up as a framework, talk to the review group in October and then bring something back to the ASC in November and to the Board in December. Andy will check in with ASC if the subgroup wants to undertake any consultation with members before the next ASC.  **ACTION**: Andy  Rose and Liesbeth to be the ASC reps to the AGM review group for 2017.  **ACTION**: Andy. Liesbeth, Rose | |
| ***Item No. 11* Agenda Topic: *Digital Update*** | |
| To be sent digitally next week.  Jeni reported that we are getting email licenses for all leading activists. Good news.  **ACTION:** Jeni to send digital update | |
| ***Item No. 12 Agenda Topic: Wrap-up – action points*** | |
| Forums: ASC are asked to feed in to Eilidh in relation to the network forum. Eilidh will circulate something in two weeks please.  Rules: ASC members are encouraged to participate in the consultation and have a think about the membership policy  Reminder to register for skillshares in London in October and York in November and to encourage others to do too.    Date of next meeting: 12th November  Governance Day is the 24th September | |