

Unlock Democracy Council Meeting
3rd July 2020 to 18th July 2020
Via Email and Zoom

Due to Covid-19, the new Council was not able to meet in person. Council business was conducted by email and by video conference over a two week period.

3rd July 2020
Via Email

The following items were considered by email on 3rd July 2020:

The minutes of the Council meeting held on 28 March 2020 were approved. The minutes of the Management Board meeting of 12 June 2020 were circulated for information.

Decision: The Council will next meet on 18 July 2020 (the second part of this meeting) and 12 September (for a half day meeting).

Decision: The elections for Chair/s, Vice Chair for Rodell, Vice Chair for Policy, and Management Board will be held by email as outlined below.

- Staff run the elections, as they can neither be candidates nor vote, using email address returning-officer@unlockdemocracy.org.uk.
- Council members vote using Single Transferable Vote.
- The ballots will be secret.
- Elections run for Chair/s, Management Board, and any other positions simultaneously, with council members able to put their names forward for all positions available in whatever multiple configurations they wish. (It may be that a candidate for Chair would like to be on Management Board if they are not elected to Chair, and in this case that person should stand for both.)
- Management Board should contain no more than seven people.
- The Chair of Council will be the Chair of Management Board.
- There is a Vice Chair of UD known as the “Vice Chair for Rodell”, who will also chair Rodell and be on Management Board, and this will be directly elected by Council.
- There is a Vice Chair of UD known as the “Vice Chair for Policy”.
- The results for Chairs are resolved first, then Vice Chair for Rodell, then Vice Chair for Policy, then ordinary members of Management Board.
- An email is sent out on the afternoon of Saturday 4 July, and Council members self-nominate in replying to that email.
- From Tuesday 7 July election addresses of not more than 250 words will be sent round. Nominations close at the end of the day (23.59) on Tuesday 7 July.
- A voting form/template/email is sent out to all Council members on Friday 10 July to allow them to easily vote. Council members vote by email between Friday 10 July and Sunday 12 July (23.59) by replying to that email. Staff count the votes on Monday morning and email Council with the results.

Decision: the idea of a register of interests is accepted in principle, and Management Board will consider it further, investigating the current situation and bringing it to the Council meeting in September.

**Unlock Democracy Council Meeting
4th July 2020
Via Zoom**

Present: Ian Driver, Jessica Metheringham, Simon Howard, Sab Jones, Stephen Carter, Jacob Webb, Catherine Bearder, Helen Close, Rachel Collinson, Stuart Hill, Peter Hirst, Mike Madgwick, Vicky Seddon, Sean Shore, Phil Starr, Luke Williams, Mike Young, Stephen Gosling.

Staff: Tim Rouse, Sarah Clarke, Ana Guzman-Ortiz, Jacob Millen-Bamford, Matthew Hull, Trudie Kee

Apologies: Peter McLaverty, Stephen Gosling (morning only), Ian Driver & Stephen Carter (afternoon only)

10:30am Meeting open and introduction to Zoom ground-rules

Rachel Collinson opened and gave an explanation of general zoom etiquette

10:40am Introductions

Introductions from all current council members and staff

11:00am Unlock Democracy: introduction

Sam Coates opened the item, giving an overview of Unlock Democracy from the organisation's constitution and a timeline of the organisation and campaigning history.

Tim Rouse explained the formal structure of Unlock Democracy, including governance and staff. He also explained what it means to be a council member, giving an overview of general and legal responsibilities. He pointed Council members to further information in their Induction pack.

11:30am Unlock Democracy: current situation

Simon Howard gave an overview of our basic financial model and funding: membership, grant funding and Rodell Properties Ltd. Tim Rouse expanded on this by explaining how this structure gives us more independence as an organisation. He detailed the areas where this money is spent.

Question from Catherine Bearder (profitability of direct mailings and accounting questions).

Phil Starr gave a more in-depth explanation of Rodell and the properties that it holds. He gave some projections of figures for cashflow over the next year.

Questions from Mike Madgwick (details of Rodell), Jacob Webb (ethical implications of Rodell), and Ian Driver (management fees and taxation).

Action: Phil Starr agreed to follow up with Council members with further explanation on the legal implications within Rodell, an explanation of how we are minimising our tax liabilities and the pros and cons of that.

Sarah Clarke explained historic and current strategies at Unlock Democracy and gave a timeline of activities and spoke about the campaign style. She gave an overview of long-term trends and challenges facing Unlock Democracy and recent activities that the organisation has been involved in.

Sam Coates gave a presentation about momentum-driven organising and movement-building and its relevance to the strategy.

Questions and statements were taken from Council members Catherine Bearder, Stuart Hill and Sab Jones. Sarah Clarke addressed questions on coalition-working.

13:00pm Time without staff

The Co-Chairs updated the Council on the fact that they had recently met with Union representatives regarding the process for paper coming to Council and on communications in general. Members of Council spoke of their duty of care to staff and the importance of clear agreed processes. As, under our constitution, Management Board is responsible for the employment of staff, and the paper from the Union will be considered by Management Board.

Decision: the paper from the Union will be considered by Management Board.

13:15pm Lunch

Apologies for the afternoon session were received from: Ian Driver.

14:00pm Campaign themes

Jessica Metheringham introduced the item and explained the agenda for the afternoon. Sarah Clarke explained the paper presented in brief and gave some contextual points.

Sam Coates gave an overview of the opportunities at a local level to build up campaigning capacity and the Democratic Futures project.

Phil Starr gave his perspective on campaigns. Followed by Peter Hirst (emphasis on collaboration with membership), Stuart Hill (resources), Vicky Seddon (local mass protests and messaging), Stephen Carter (Labour leadership and a mix of grassroots and coalition working), Luke Williams (privilege working across party lines, strengthening membership, working with the media), Stephen Gosling (prioritisation of tasks, capacity building, staff incentives), Mike Madgwick (opportunities for meaningful change), Helen Close (social media strategy and metrics), Sean Shore (representatives and MPs backing).

Decision: Council agreed to take the 'Proposal for 20/21 Programmes' document as our starting document, recognising that campaigning is an evolving process.

14:43 AOB

Stuart Hill: procedural point about Management Board elections

Sab Jones: safeguarding measures for information released on Council members online

Luke Williams: ways of holding group chat discussions

14:48 Close

**Results of elections
13th July 2020**

The following members of Council were elected to the following positions:

Chair: Jessica Metheringham

Vice Chair for Rodell: Phil Starr

Vice Chair for Policy: Stephen Gosling

Management Board: Catherine Bearder, Mike Madgwick, Stuart Hill, Jacob Webb

Following resignations from Mike Madgwick and Jacob Webb, two places became vacant. Stephen Carter and Luke Williams were elected.

Mike Madgwick resigned from Council, and Marcus Cain has been elected.