

Tessa Goldsack

From: Blair McRae
Sent: Monday, 29 July 2019 5:46 PM
To: Grant Guilford; Katherine Edmond
Cc: Wendy Lerner; Vicki Faint; Bridie Cooper
Subject: Re: Bryce Edwards

Thanks Grant – Katherine and I will find a time to meet with Bryce soon. Looks an interesting opportunity.

Cheers

Blair

From: Grant Guilford <grant.guilford@vuw.ac.nz>
Date: Friday, 26 July 2019 at 11:23 AM
To: Katherine Edmond <x@xx>
Cc: Wendy Lerner <wendy.lerner@vuw.ac.nz>, Blair McRae <x@xx>, Vicki Faint <x@xx>
Subject: Bryce Edwards

Hi Katherine/Blair

I had an interesting chat to Bryce Edwards today. He is keen to get closer to the University and to try and better align his various commentary roles with us. He only has a loose affiliation with the University now (through the IGPS) and some contract teaching into politics. He has some significant media relationships and good profile as you know and he offers some interesting services to the media that may have the potential to be better monetised. He has some new service ideas which include video content. He doesn't see himself as a mainstream academic – more in the engagement/communications space through critical analysis/political commentary. Obviously, this sort of thing fits closely with our capital city university identity and will be even more important if we eventually draw a structure of some sort around our Governing for the Future differentiator.

I have offered encouragement to him about being more closely affiliated and suggested a first step to talk to you Katherine and Blair (probably together) about whether you see any potential synergies with the comms/engagement team. Blair it would be good if you can be part of the conversation as at the very least Bryce might benefit from a bit of clarity on how he monetises what he is doing either with us or on his own. Once you've had a chance to meet, I'd appreciate a debrief.

Thanks both.

Grant

Professor Grant Guilford
Vice-Chancellor | Tumu Whakarae

Tessa Goldsack

From: Katherine Edmond
Sent: Wednesday, 7 August 2019 11:36 AM
To: Madeleine Setchell
Subject: Bryce Edwards follow up

Hi Madeleine,
Blair and I had a meeting yesterday with Bryce Edwards, at the request of the VC (Grant's original email down below).

Bryce outlined what he is doing with his expertise, summarised below:

- Commentary and media engagement is his passion and his brand for doing this (with a colleague in Palmerston North) is 'Critical Politics'
- He currently provides a regular column to The Herald, which is also sent to a mailing list of subscribers
- He also sends a daily email 'New Zealand Politics Daily' to a list of subscribers (and contributes that to Newsroom)
- He talks on media programmes and at conferences etc, sometimes for a fee
- He is an associate of IGPS (not paid)
- He does contract teaching in politics for FHSS
- He knows he needs to do fundraising for his business
- He is connected to the University but says that connection is 'thin' and he would like it to be stronger.

He wants to build his offering and find ways to monetise it.

He is looking to use for ideas/backing.

Blair saw an opportunity (I am not clear on whether Bryce saw the same opportunity or perhaps it was more that it was a new direction for Bryce that he hadn't considered before) to secure and organise the data Bryce has collected over the last 8 years and find a way to charge people for this information/insights. Blair popped into my meeting with Grant and suggested they put a person from the project office on this and find a way to gather and secure Bryce's data and give him a place to work at the University (not attached to any particular School necessarily). Blair also talked about potentially accessing research grants for this aspect.

He also talked about the opportunity he sees with election year next year, and Grant is quite excited about this. In Bryce's words, we could be a 'one-stop-shop' for the 2020 election, working with his business and offering opportunities to students to get involved in things, and raising our profile in this area.

I guess if this happened we would be closely associated in name and branding with what he is doing.

I asked Grant about money to support this and he said perhaps it could be part of the communications budget for next year. He has very little of his own budget left.

Bryce is also potentially interested in support from us in producing a daily podcast/video that he is pitching to The Herald. I haven't thought about how this would work, but he would benefit from access to help in creating professional podcast and video material.

Lots to think about. You may want to discuss with Blair while I am away?

Katherine

From: Grant Guilford <grant.guilford@vuw.ac.nz>
Sent: Friday, 26 July 2019 11:24 AM
To: Katherine Edmond <katherine.xxxxxx@xxx.xx.xx>
Cc: Wendy Larnar <xxxxx.xxxxxx@xxx.xx.xx>; Blair McRae <xxxxx.xxxxxx@xxx.xx.xx>; Vicki Faint

<vicki.faint@vuw.ac.nz>

Subject: Bryce Edwards

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Thanks both.

Grant

Professor Grant Guilford

Vice-Chancellor | Tumu Whakarae

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Tessa Goldsack

From: Blair McRae
Sent: Thursday, 3 October 2019 2:02 PM
To: Bryce Edwards; Katherine Edmond
Subject: Re: Update on NZ politics engagement project

Follow Up Flag: Follow up
Flag Status: Completed

Thanks Bryce – let's have a chat Katherine.

I am around.

Cheers

Blair

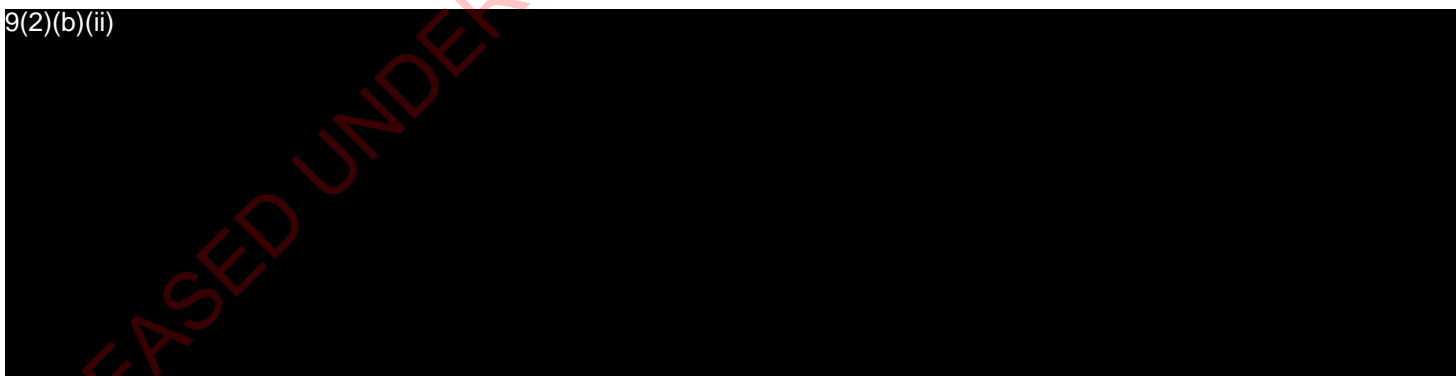
From: Bryce Edwards <bryce.edwards@vuw.ac.nz>
Date: Thursday, 3 October 2019 at 1:43 PM
To: Blair McRae <blax@xxx>, Katherine Edmond <x@xxx>
Subject: Update on NZ politics engagement project

Hi again Katherine and Blair

I'm just updating you on things with my public political engagement project.

I don't know if I told you, but I'm currently teaching two Politics courses at VUW (on contract, as I did last year as well). I finish teaching these courses next week, and so I'm hoping to quickly turn to making some decisions about where to go with the project. With teaching out of the way, I'll also have more time to get back into producing more output.

9(2)(b)(ii)



Also, I meant to say, you or anyone else are welcome to join either of my two email distribution lists (for my daily email of NZ Politics Daily links; or for my Political Roundup columns). If so, sign up here: <https://us16.list-manage.com/subscribe?u=c73e3fe9e4a0d897f8fa2746e&id=827d6f9e7e>

I'm hoping to make some decisions about these email lists over the next couple of weeks, and probably undertake a campaign to try and sign up another thousand or so subscribers. But it all depends on what else I decide in terms of the broader project.

So, please do get back to me about any advice you have, or any interest you have in terms of my proposals for VUW – I need to make some decisions quite soon.

Cheers

Bryce

On 16 Sep 2019, 9:29 AM +1200, Katherine Edmond <katherine.edmond@vuw.ac.nz>, wrote:

Hi Bryce,

Apologies for the delay in coming back to you.

I thought the document was really good and there are aspects of its that I definitely think we should discuss further from a Communications, Marketing and Engagement Group perspective.

I have asked the Director of Communications, Marketing and Engagement to consider your proposals and am waiting to hear back.

I will also follow up with Blair.

We will be back in touch.

Regards

Katherine

From: Bryce Edwards <bryce.ed@xnz>

Sent: Friday, 13 September 2019 1:32 PM

To: Katherine Edmond <katherine.edm@xnz>;

Blair McRae <x@x>

Subject: Touching base

Kia Ora Blair and Katherine

I just wanted to touch base over the document I emailed last week.

Just let me know if you have any questions or wish to meet again about any aspects of it. I'm looking to move ahead on some of the ideas soon, so if you have any feedback on the various proposal please do let me know.

Cheers

Bryce

Dr Bryce Edwards

Senior Associate

Institute for Governance and Policy Studies

Victoria University of Wellington

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Tessa Goldsack

From: Katherine Edmond
Sent: Wednesday, 9 October 2019 11:54 AM
To: Bryce Edwards; Blair McRae
Subject: RE: Further update on NZ politics engagement project

Hi Bryce,

Thanks so much for the last two emails. This one is timely as Blair and I met today to discuss the work you are doing and how we can assist, along with the Director of Communications, Marketing and Engagement, Madeleine Setchell.

I will come back to you with our thoughts very soon.

Best Regards
Katherine

From: Bryce Edwards <bryce.e@xnxz>
Sent: Wednesday, 9 October 2019 11:37 AM
To: Katherine Edmond <katherine.edm@xnxz>; Blair McRae <x@xnxz>
Subject: Further update on NZ politics engagement project


Hi again Katherine and Blair

I'm just keeping you updated on my NZ politics engagement project plans, now that I'm finishing teaching (last lecture this afternoon!).

We are about to turn to dealing with fundraising, and our email subscription service.

As you know, the "NZ Politics Daily" email service is one of our main products – an aggregation and curation of all the links of importance about politics in one morning email. You can see, for example, today's version of the email online here: <https://mailchi.mp/criticalpolitics/nz-politics-daily-9-october-2019>

9(2)(b)(ii)



We are also beginning to think about philanthropists and corporates to approach about the project in general. The plan is to use the final few months of 2019 to see if we can make this project work for 2020, otherwise we need to do something completely different.

Cheers

Bryce

Dr Bryce Edwards
Senior Associate
Institute for Governance and Policy Studies
Victoria University of Wellington

On 3 Oct 2019, 2:01 PM +1300, Blair McRae <xxxxx.xxxxx@xxx.xx.xx>, wrote:

Thanks Bryce – let’s have a chat Katherine.

I am around.

Cheers

Blair

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Cheers

Bryce

Dr Bryce Edwards

Senior Associate

Institute for Governance and Policy Studies

Victoria University of Wellington

Tessa Goldsack

From: Katherine Edmond
Sent: Thursday, 21 November 2019 4:49 PM
To: Madeleine Setchell
Subject: RE: Office in Rutherford House

Hi Madeleine ^{9(2)(a)} and I met with Bryce Edwards today. I did not hear back from Blair about the agreement. Bryce has taken the agreement away to read and consider.

Regarding office space, he says if it were available now, he would probably use it, but he is not in Wellington much in December or January, so he would be ok to wait until February. I think the best approach would be for him to go to Rutherford House sometime soon and see the options that Adrienne is proposing.

Thanks
Katherine

From: Madeleine Setchell <madeleine.sxxxxxxx@xxx.xx.xx>
Sent: Tuesday, 5 November 2019 10:29 AM
To: Katherine Edmond <katherine.edmxxx@xxx.xx.nz>
Subject: RE: Office in Rutherford House

Ok. Do you want to give him a heads up that we are working on the office space, might be good to let him know anyway, and asked about his preferred timing? He could start the contract earlier, even if the desk wasn't ready until next year?

From: Katherine Edmond <katherine.edmond@vuw.ac.nz>
Sent: Tuesday, 5 November 2019 9:42 AM
To: Madeleine Setchell <madeleine.xxxxxxxx@xxx.xx.xx>
Subject: RE: Office in Rutherford House

I don't have an idea of timing. Perhaps it would be best to say from January 2020 to December 2020, given the time of year, but I would need to check with Bryce.

From: Madeleine Setchell <madeleine.sexxxxxxx@xxx.xx.xx>
Sent: Tuesday, 5 November 2019 9:38 AM
To: Katherine Edmond <katherine.xxxxxx@xxx.xx.xx >
Subject: FW: Office in Rutherford House

Below re office. Could you give me some idea of timing? Has this been discussed with Bryce?

Thanks, M

From: Madeleine Setchell
Sent: Tuesday, 5 November 2019 8:59 AM
To: Adrienne McGovern-Wilson <Adrienne.McGovern-xxxxxx@xxx.xx.xx >
Subject: RE: Office in Rutherford House

Ah I wondered that! Hope all is ok at Maru!

Let me find out some further information and come back to you.

Thanks, Madeleine

From: Adrienne McGovern-Wilson <adrienne.mcgovern-xxxxxx@xxx.xx.nz>
Sent: Tuesday, 5 November 2019 8:58 AM
To: Madeleine Setchell <madeleine.xxxxxxxx@xxx.xx.xx>
Subject: RE: Office in Rutherford House

The staff will be in these temp offices until the end of February then the staff on level 12 need to move into these spaces however they may be a vacancy then. The other option I could investigate is the office of an academic whom is on sabbatical. When is this person starting and for how long would they want an office? Are there any other requirements I should be aware of ie disability etc?

I am now actually up in Maru on secondment without a landline so still working on that however always have a device on hand for emails.

Cheers

Adrienne

From: Madeleine Setchell
Sent: Tuesday, 5 November 2019 8:50 AM
To: Adrienne McGovern-Wilson <adrienne.mcgovern-xxxxxx@xxx.xx.xx>
Cc: Charlotte Phillips <charlotte.phillips@vuw.ac.nz>
Subject: RE: Office in Rutherford House

Thanks for this Adrienne,

I've called a couple of times to discuss, but resorting to email! ☺

What is the timing of this work? I am wondering if there might be an office in the new year?

The space is for a senior person who we are creating a media partnership so it would be good if they could have their own office.

Cheers, Madeleine

From: Adrienne McGovern-Wilson <adrienne.mcgovern-xxxxxx@xxx.xx.nz>
Sent: Monday, 4 November 2019 10:59 AM
To: Madeleine Setchell <madeleine.xxxxxxxx@xxx.xx.xx>
Cc: Charlotte Phillips <charlotte.phillips@vuw.ac.nz>
Subject: FW: Office in Rutherford House

Hi madeleine

There are currently no spare offices in RH as I am in the process of moving 23 academics from their offices into a temporary office so start gutting of their offices can commence by the end of November.

I would be able to provide a desk in a shared office with access to a meeting room. So let me know if that would meet your requirements?

Kind Regards

Adrienne

Adrienne McGovern-Wilson
Manager | Pouhautu
Student & Academic Services
Victoria Business School | ORAUARIKI
Victoria University of Wellington | Te Whare Wānanga o Te Ūpoko o te Ika a Māui

Ph: +64-4-463-5087
Room: Rutherford House RHG20
Bunny Street, Pipitea Campus
Victoria University of Wellington
PO Box 600, Wellington 6140, New Zealand



From: Charlotte Phillips
Sent: Monday, 4 November 2019 9:45 AM
To: Adrienne McGovern-Wilson <adrienne.mcgovern-xxxxxx@xxx.xx.xx>
Subject: FW: Office in Rutherford House

Hi Adrienne,
Madeleine can give you any further detail you require.

Kind regards,
Charlotte

From: Madeleine Setchell <madeleine.sexxxxxx@xxx.xx.xx>
Sent: Monday, 4 November 2019 9:39 AM
To: Charlotte Phillips <charlotte.phillips@vuw.ac.nz>
Subject: RE: Office in Rutherford House

Great. Happy to have a chat with Adrienne if she needs anything further.

From: Charlotte Phillips <charlotte.phillixx@xxx.xx.xx>
Sent: Monday, 4 November 2019 9:31 AM
To: Madeleine Setchell <madeleine.xxxxxxxx@xxx.xx.xx>
Subject: RE: Office in Rutherford House

Hi Madeleine,
Just checking with Adrienne McGovern-Wilson to see if she can identify a spare office.

Will get back to as soon as I hear back.

Kind regards,
Charlotte

From: Madeleine Setchell <madeleine.sexxxxxx@xxx.xx.xx>
Sent: Monday, 4 November 2019 7:21 AM
To: Charlotte Phillips <charlotte.phillips@vuw.ac.nz>

Subject: Office in Rutherford House

Importance: High

Hi Charlotte,

We are looking for an office in Rutherford House for a media partner, who is also an academic.

This is reasonably urgent. Are you able to assist with this?

Ian Williamson is aware of the initiative and it is sponsored by the DVC Engagement, Blair Mcrae.

Can you let me know?

Thanks, Madeleine

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Tessa Goldsack

From: Katherine Edmond
Sent: Thursday, 10 October 2019 12:49 PM
To: Blair McRae
Subject: FW: Draft email to Bryce Edwards for review/thoughts

Hi Blair, sorry to chase you but wondering if you have feedback on the email to Bryce?
Would be good to get it off today if possible.
We let Grant know our thinking at a high level yesterday and he was pleased with where we had got to.

Cheers
Katherine

From: Katherine Edmond
Sent: Wednesday, 9 October 2019 5:30 PM
To: Blair McRae <xxxxx.xxxxx@xxx.xx.xx>; Madeleine Setchell <Madeleine.xxxxxxxx@xxx.xx.xx>
Subject: Draft email to Bryce Edwards for review/thoughts

Hi Blair and Madeleine, following our meeting this morning, I have drafted the response below to send to Bryce.
Let me know if you have any changes.

Regards
Katherine

Hi Bryce,

First, apologies from Blair and me for not responding to you sooner. We are delivering a huge programme of work around the University's brand refresh and as a result are slower to address other important things.

Thanks for keeping us informed of your thinking. Blair, Madeleine Setchell and I have met to discuss your political engagement plans and have a proposal for you to consider, which is outlined below.

We are keen to form a partnership with you that would be similar to those the University currently has with Newsroom and The Conversation. With these partnerships, the University is a supporter (in the case of Newsroom) or member (in the case of The Conversation) and our involvement is in the context of our role as a critic and conscience of society and a University that prizes public commentary and leading debate on important questions. Our media partners have complete editorial independence but we do have regular contact and discussions and productive relationships with them. The key people at our end for you to keep in touch with would be me and ^{9(2)(a)} [REDACTED] and who liaises on our behalf with Newsroom and The Conversation.

We would be able to offer you office space at the University (our thinking is the Pipitea campus would be best because of its proximity to Parliament), access to University services (such as support from Image Services to produce videos) and a budget of \$10k. We would also be able to explore what the University might offer in terms of hosting your web-based election activity next year.

One thing to consider is how your role would be positioned. Our thinking is that having you as a member of the University's Engagement Group would be a good option, rather than you being tied to a particular Faculty. That way, you would logically connect to all parts of the University.

There would of course be more details to discuss but we wanted to outline our thinking and find out if you are supportive of the proposal. We can then meet to discuss things further.

9(2)(b)(ii)

Look forward to hearing back from you.

Regards,

Katherine

From: Bryce Edwards <brycx.xxxxxxx@xxx.xx.xx>

Sent: Wednesday, 9 October 2019 11:37 AM

To: Katherine Edmond <katherine.xxxxxx@xxx.xx.xx>; Blair McRae <xxxxx.xxxxx@xxx.xx.xx>

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Institute for Governance and Policy Studies

Victoria University of Wellington

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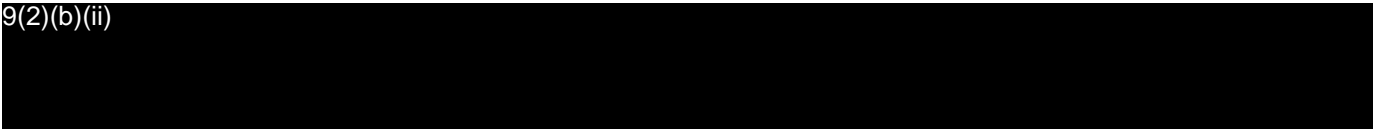
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Bryce

Dr Bryce Edwards

Senior Associate

Institute for Governance and Policy Studies

Victoria University of Wellington

Tessa Goldsack

From: Katherine Edmond
Sent: Saturday, 2 November 2019 11:40 AM
To: Blair McRae
Cc: Madeleine Setchell
Subject: RE: Progressing things with Bryce Edwards - FOR YOUR REVIEW

Hi Blair,

I had some feedback from Jennifer regarding our arrangement with Bryce Edwards. She asked a few questions about his relationship with the University that I think will be answered by the contract, which is with me and the legal team to draw up.

She also asked that you have a conversation with Xavier Marquez, Head of the School of History, Philosophy, Political Science and International Relations, and with Kate McMillan, Head of the Programme for Political Science and International Relations. I don't think she foresaw particular opposition, but thinks it would be courteous to discuss with Xavier and Kate first hand.

I will find out from Madeleine how we are going with finding space for Bryce.

Thanks
Katherine

From: Blair McRae <xxxxx.xxxxx@xxx.xx.xx>
Sent: Friday, 18 October 2019 3:21 PM
To: Katherine Edmond <katherine.edmxxx@xxx.xx.nz>
Cc: Madeleine Setchell <madeleine.xxxxxxxx@xxx.xx.xx>
Subject: Re: Progressing things with Bryce Edwards - FOR YOUR REVIEW

Indeed – no response from Jennifer as yet and I will be seeing Ian at SLT Tuesday next week. I will email him the relevant info prior to Tuesdays meeting.

Cheers
Blair

From: Katherine Edmond <katherine.edmond@vuw.ac.nz>
Date: Friday, 18 October 2019 at 3:04 PM
To: Blair McRae <blair.mcrae@vuw.ac.nz>
Cc: Madeleine Setchell <xxxxxxxxx.xxxxxxxx@xxx.xx.xx >
Subject: Progressing things with Bryce Edwards - FOR YOUR REVIEW

Hi Blair,
Just touching base re our discussions with Bryce Edwards.

It's good to have reached the agreement in principle that we have but I think there are two things that need to happen before we go further.

One is for you to have a discussion with Jennifer and Ian. You indicated the other day that you had mentioned our proposal to Jennifer already but I know she has some questions about how it will work and the exact nature of our relationship with Bryce and his relationship with the University.

I am not sure how fully Ian has been briefed or whether he has been advised of our suggestion that Bryce will be based at Rutherford House. As well as finding out exactly where that office might be, I think we also need to discuss

with Ian our suggestion that Bryce be associated with the Engagement Group, rather than with a particular Faculty or research centre.

Having those discussions is the next step I think and then I can talk to 9(2)(h) about drawing up an agreement.

Look forward to your thoughts.

Thanks

Katherine

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Tessa Goldsack

From: Bryce Edwards
Sent: Thursday, 28 November 2019 4:52 PM
To: Katherine Edmond
Subject: RE: Contract for media services

Hi again Katherine

Thanks for your suggestion of signing the contract on Tuesday. I've accepted your Tuesday 11am calendar appointment, and I look forward to seeing you then. In terms of the date, I don't mind what date is used, but I'd prefer the 1 December one.

Also, as discussed last week, I'm keen to meet with someone from website services and ITS. I'm happy for you to make any appointments with them both - my calendar is very free over the next few weeks - or be introduced via email to make my own arrangements.

Cheers

Bryce

On 27 Nov 2019, 3:48 PM +1300, Katherine Edmond <katherine.edmond@vuw.ac.nz>, wrote:

Hi Bryce, sorry slow, bit of a crazy day here with our brand refresh.

Good news re the contract.

We probably don't have time to get it signed before you head to Auckland so let's sign early next week and we can either keep it as 1 December or change it to the date that we actually sign.

I do need to get Blair to sign the contract too before we sign so can do that while you are up in Auckland.

Shall we aim for Tuesday next week?

Thanks

Katherine

From: Bryce Edwards <bryce.exxxxxx@xxx.xx.nz>
Sent: Wednesday, 27 November 2019 12:31 PM
To: Katherine Edmond <katherine.edmxxx@xxx.xx.nz>
Subject: Contract for media services

Hi Katherine

Sorry for the delay in getting back to you about the contract. Please don't think the delay reflects any hesitation or lack of enthusiasm on my part - just busyness over the last week.

I'm entirely happy with the contract as proposed, and I'm ready to sign it at anytime.

As I said to you last week, the term "Political analyst in residence at Victoria University of Wellington" is a bit of a mouthful and I still have some doubts to what extent the media/public will use it. But I don't have any problems identifying myself this way. I feel that in reality it will be shortened by the omission of the "in residence" words - so I'm just signalling that caveat.

I don't have any strong feelings about the date of the contract, but I tend to think we go with what is proposed on the contract (1 December 2019 to 1 December 2020), and I'm keen to get everything kicked off as soon as possible.

My only problem is that I'm heading up to Auckland tomorrow afternoon (and I'm on TV3's The Nation programme on Saturday morning). So in order to get the contract signed before 1 December, we'd have to do it in the next 24 hours. I'm certainly available to come up to the Hunter Building in the next couple of hours, or else in the morning.

Cheers

Bryce

Dr Bryce Edwards

Senior Associate

Institute for Governance and Policy Studies

Victoria University of Wellington

Tessa Goldsack

From: Bryce Edwards
Sent: Thursday, 28 November 2019 5:22 PM
To: Katherine Edmond
Subject: RE: Contract for media services

Thanks Katherine - that all sounds great.

Sorry, I should have been clearer. I meant the ITS in terms of any possible audio-visual resources or technology for setting up a regular video podcast for supplying to media.

Cheers

Bryce

Dr Bryce Edwards
Senior Associate
Institute for Governance and Policy Studies
Victoria University of Wellington

On 28 Nov 2019, 5:18 PM +1300, Katherine Edmond <katherine.edmond@vuw.ac.nz>, wrote:

All good Bryce, yes I left the 1 December date on there and Blair is all good with the contract.

I will set up something with Jane Young, who is our Associate Director of Digital Engagement and who can talk through web options with you.

Re ITS, what in particular were you thinking and I can work out who is the right person?

Thanks

Katherine

From: Bryce Edwards <bryce.exxxxxx@xxx.xx.nz>
Sent: Thursday, 28 November 2019 4:52 PM
To: Katherine Edmond <katherine.edmxxx@xxx.xx.nz>
Subject: RE: Contract for media services

Hi again Katherine

Thanks for your suggestion of signing the contract on Tuesday. I've accepted your Tuesday 11am calendar appointment, and I look forward to seeing you then. In terms of the date, I don't mind what date is used, but I'd prefer the 1 December one.

Also, as discussed last week, I'm keen to meet with someone from website services and ITS. I'm happy for you to make any appointments with them both - my calendar is very free over the next few weeks - or be introduced via email to make my own arrangements.

Cheers

Bryce

On 27 Nov 2019, 3:48 PM +1300, Katherine Edmond <katherine.edmond@vuw.ac.nz>, wrote:

Hi Bryce, sorry slow, bit of a crazy day here with our brand refresh.

Good news re the contract.

We probably don't have time to get it signed before you head to Auckland so let's sign early next week and we can either keep it as 1 December or change it to the date that we actually sign.

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Thanks

Katherine

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Sent: Wednesday, 27 November 2019 12:31 PM
To: Katherine Edmond <katherine.xxxxxx@xxx.xx.xx>
Subject: Contract for media services

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Cheers

Bryce

Dr Bryce Edwards

Senior Associate

Institute for Governance and Policy Studies

Victoria University of Wellington



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Tessa Goldsack

From: Katherine Edmond
Sent: Monday, 11 November 2019 7:37 AM
To: Madeleine Setchell; Blair McRae
Subject: Agreement with Bryce Edwards for review
Attachments: Media Partnership Agreement - Bryce Edwards 8 November 2019.docx

Hi Madeleine and Blair,
Attached is a draft agreement with Bryce Edwards for your review.

I have not yet discussed his starting date or office requirements with him yet.

Thanks
Katherine

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Tessa Goldsack

From: Bryce Edwards
Sent: Tuesday, 28 January 2020 3:16 PM
To: Katherine Edmond
Subject: RE: Checking in

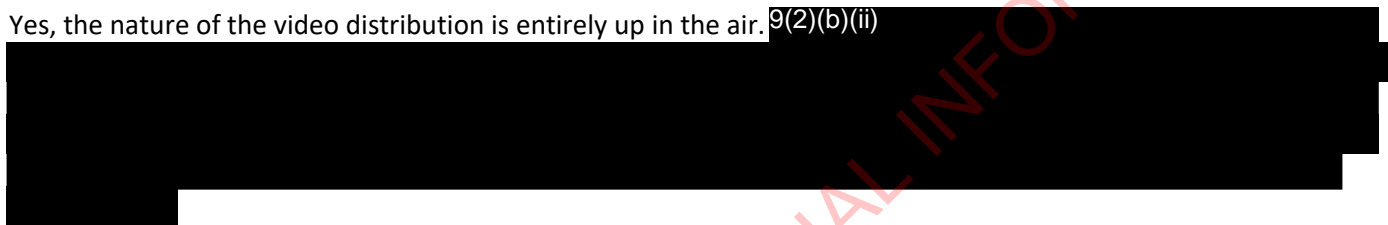
Follow Up Flag: Follow up
Flag Status: Completed

Hi Katherine

Thanks so much for all that feedback - it's very helpful.

Yes, I will make those revisions to the document. But please do feel free to circulate it to anyone appropriate, with the proviso that it's a work-in-progress and further changes will be made.


Yes, the nature of the video distribution is entirely up in the air. 9(2)(b)(ii)



Yes, if the book/s eventuate - which will simply depend on resources becoming available - then VUP would be a great publisher, of course.

I agree about the funding situation. And this is something that I'm keen for guidance on. We don't have any firm ideas about this. We envisage that some funding will be in the form of sponsorship and others might just make donations. And the sponsorship might, for example, end up being for one of the products like the "NZ Politics Daily" emails.

9(2)(b)(ii)



Cheers

Bryce

On 28 Jan 2020, 2:46 PM +1300, Katherine Edmond <katherine.edmond@vuw.ac.nz>, wrote:

Hi Bryce,

Good to hear from you and pleased you are getting a holiday. You chose a good week weather wise to be taking a break.

Thanks for the update on everything.

I very much like the title 'The Democracy Project' and it fits very well, in terms of your partnership with us.

And the paper is good – the few comments ^{9(2)(a)} and I have are as follows:

1. At the top of Page 2 where you talk about Victoria University of Wellington hosting the project via a 'media partnership', I think it would be good to spell out that The Democracy Project has complete editorial independence. Just to be very clear.
2. With the proposed future projects, such as the videos, we will be able to promote these but also wondering if you will have additional ways of promoting them, perhaps through your mailing lists? Just to get them out further.
3. A far off thing, but you might of course consider Victoria University Press should there be books published on related issues
4. This is probably the major one – the University would want a heads up at least of who the other sponsors/foundations supporters are that you are signing up with. Given we host the website, we would want to be comfortable that any of your sponsors were ones that aligned with our values etc.

What do you envisage here and how might this work?

I'd be keen to share the document with both Madeleine Setchell and Blair – let me know if you want to make any revisions to it before I do that.

9(2)(b)(ii)

I will let Jane know that hopefully copy will be coming from you in the near future and that you are contemplating a name change to The Democracy Project.

Cheers

Katherine

From: Bryce Edwards
Sent: Monday, 27 January 2020 10:08 AM
To: Katherine Edmond <katherine.edmxxx@xxx.xx.nz>
Subject: Re: Checking in

Hi Katherine

Thanks for the email.

Here's an update on things.

I'm currently in the South Island, on a semi-holiday. I was out of internet contact last week while camping in the Abel Tasman National Park, and not working. This week I'm in the Marlborough Sounds, but getting some work done.

I still haven't received a contract from the School of Government for the lecturing work, but I assume it will be any day now - it was promised last week, I think. I've had various conversations with Girol and others there about it. There's some uncertainty about the work-load weighting for the job - but I'll have to wait to see what the contract says. I'll let you know what happens. ^{9(2)(b)(ii)}
^{9(2)(b)(ii)}

In the last few weeks I've been going out to some relevant people for feedback on the whole Critical Politics project, and have received some useful ideas. And in making the pitch about it all to some potential funders I've also changed some ideas about how to communicate it. Probably the major change that I want to make is the name. As I've explained previously, my colleague ^{9(2)(a)} and I have been using the name "Critical Politics" for what we've been doing. We like this name for various reasons, but we're no longer sure it conveys the project for 2020 as well as it could. And so we want to start referring to what we're doing this year as "The Democracy Project".

What do you think? For us, this matches perfectly our pitches about the project. I'll email you our current "Introduction" statement for the project that uses this terminology.

So, I'm intending on asking ^{9(2)(a)} and the website team to create our website with this name instead of Critical Politics. And today I'm going to email her a document of instructions of what we'd like to appear on the site, and my ideas for its configuration. We will then be providing regular content for the site once it's up and running.

Also, I put together a document (which I can email you) in which I go through the other institutions around the country (in various universities) which have some similarities with "The Democracy Project". This mainly looks at their websites and how the institutions function and communicate themselves.

^{9(2)(b)(ii)}

Cheers

Bryce

On 23 Jan 2020, 1:08 PM +1300, Katherine Edmond <katherine.edmond@vuw.ac.nz>, wrote:

Hi Bryce,

Just checking in to find out what happened re the lecturing job in the School of Government and also whether we can expect copy for the website anytime soon?

Thanks

Katherine

Katherine Edmond

Associate Director, Communications

Communications, Marketing and Engagement Group

Te Herenga Waka—Victoria University of Wellington

Phone +64 4 463 6017

9(2)(a)

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Tessa Goldsack

From: Blair McRae
Sent: Tuesday, 28 January 2020 3:36 PM
To: Katherine Edmond; Madeleine Setchell
Subject: Re: Bryce Edwards update

All good with me Katherine – thanks.

Cheers

Blair

From: Katherine Edmond <[REDACTED]>
Date: Tuesday, 28 January 2020 at 3:25 PM
To: Blair McRae <[REDACTED]>, Madeleine Setchell <madeleine.setchell@vuw.ac.nz>
Subject: Bryce Edwards update

Hi Blair and Madeleine,
Just updating you on things with Bryce Edwards, as the year gets underway.

As I have mentioned to you both, he may sign a contract to do some teaching the School of Government this year, although that is yet to be finally confirmed.
If he did do this, an office would be provided as part of his role.

We have also introduced him to appropriate people in terms of getting a website established that is linked to the University website, and to discuss furthering his profile and contribution through video and podcasts.

Meanwhile, he has sent through the attached proposal, which would see him change the name of his venture from Critical Politics to The Democracy Project, which I think is a good move.
I let him know I would share his thinking with you although he asked me to point out that it is a work in progress.

I've given him a bit of feedback, including that we would need to discuss further how it would work if he did bring other sponsors/supporters on board and they were to have a presence on his web pages on our site.
We would obviously need to be comfortable that any new partners were ones who aligned with our values.

If you have any feedback on the attached or the above, please let me know.

Regards
Katherine

Katherine Edmond
Associate Director, Communications
Communications, Marketing and Engagement Group
Te Herenga Waka—Victoria University of Wellington

Phone +64 4 463 6017
9(2)(a)
www.wgtn.ac.nz | 0800 04 04 04

Tessa Goldsack

From: Madeleine Setchell
Sent: Monday, 24 February 2020 12:09 PM
To: Patricia Danver
Cc: Katherine Edmond
Subject: Democracy Project - Confidential
Attachments: The Democracy Project - Introduction.docx; Signed contract Dec 2019 to Dec 2020.pdf

Hi Patty,

As discussed this morning the Democracy Project (brief attached) and Bryce's engagement with the University are part of the Engagement Group's activities.

The media partnership was discussed and approved by Blair late last year and I have attached this as well.

I'll send an update to Blair after 5pm tonight and cc you. Do let me know if you have any pressing concerns after you meeting with Bryce or any questions.

Thanks, Madeleine

Madeleine Setchell

Director, Communications, Marketing and Engagement
Te Herenga Waka—Victoria University of Wellington

Phone: +64 4 463 5873

9(2)(a)

PO Box 600, Wellington 6140

www.wgtn.ac.nz | 0800 04 04 04



Tessa Goldsack

From: Katherine Edmond
Sent: Saturday, 7 March 2020 9:34 PM
To: Bryce Edwards
Cc: Janette Craigie
Subject: Re: Democracy Project update: SoG; Fundraising; Website


Hi Bryce,

Thanks for the update. I have been wondering.

I am out of the office until Tuesday so will answer properly then but a few, very quick thoughts:

1. I will talk to Madeleine re a desk or, preferably, office. She was investigating this previously and seemed to think it possible.

9(2)(b)(i)



I will be in touch when back but hope that is useful.

Thanks
Katherine

On 6/03/2020, at 9:47 AM, Bryce Edwards <Bryce.Edxxxxx@xxx.xx.xx> wrote:

Hi Katherine

I'm just updating you on all of the latest with the Democracy Project.

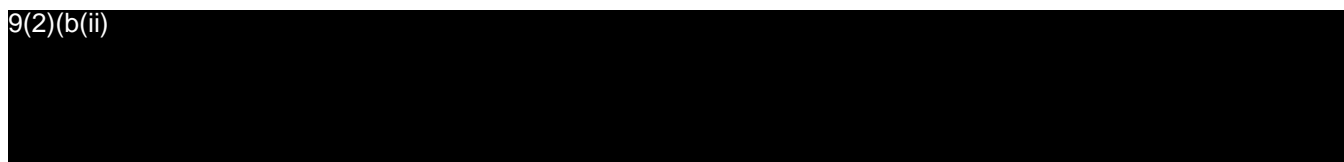
1) School of Government FCOM111 teaching and office space

I signed my contract for the FCOM111 teaching this week. All is going well with this. However, it turns out that despite my presumptions I'm not being given an office as part of this role. I had just presumed that I would be moving into 9(2)(a) office when she goes on maternity leave, but I asked about this yesterday, and this isn't the case and I have no idea why her office isn't available. Instead, there is a desk available to me at Kelburn (MY210) in a shared office with a FCOM administrator. Currently, 9(2)(a) uses this desk on the days that she teaches.

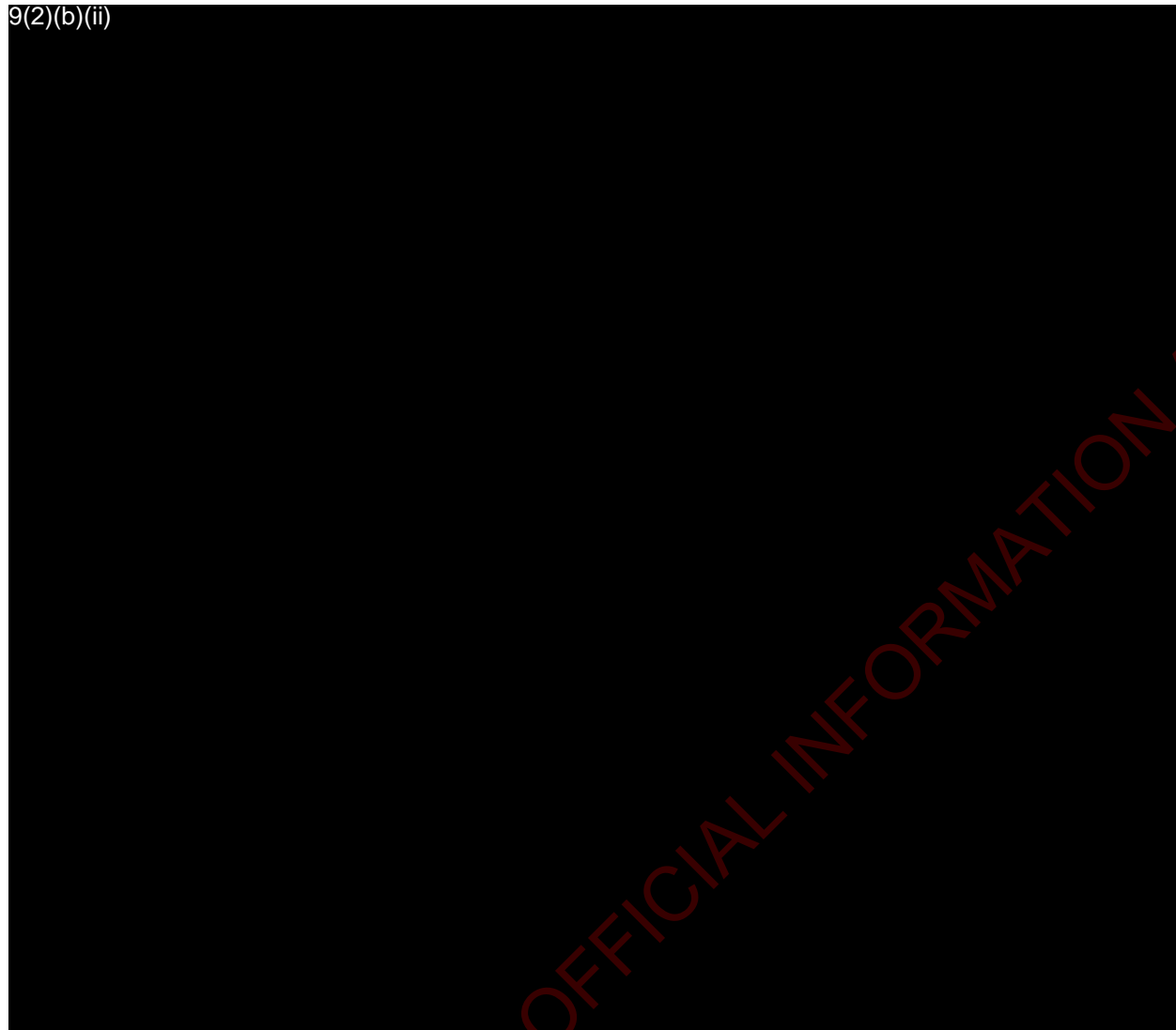
So, I'm not sure where that leaves me. It is clear to me that this desk isn't sufficient for my Democracy Project work.

I would therefore still like a proper office to be found for me. And although my preference is still for a Rutherford House office, I'd certainly be open to one in Kelburn.

9(2)(b)(ii)



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Anyhow, please let me know what you think I should do. Unfortunately, we probably need to make a decision on these things quite soon, as we can't launch the website without resolving this

Kind regards

Bryce

Dr Bryce Edwards
Political Analyst in Residence
Victoria University of Wellington

Tessa Goldsack

From: Jane Young
Sent: Thursday, 13 February 2020 8:42 AM
To: 9(2)(a)
Cc: critical Politics; Katherine Edmond
Subject: RE: Democracy Project website

Follow Up Flag: Follow up
Flag Status: Completed

Hi 9(2)(a)

Great let's get going then. However, I am going to be in an all day workshop today.

Payment

In terms of payment we will pay for the initial template to be created and we will pay for ongoing hosting. In the future there may be costs for the Democracy Project if:

- unique additional features e.g. poll, payment gateway
- regular maintenance to ensure it is compatible with the main browsers in use
- training additional people – although this may be something you are able to do yourselves.

URL

I suggest that you register your own URL so that the project owns this. There are lots of registrars and they are all great to use. If you already have other domains you own I suggest that you keep them all with the same registrar. If you don't then I can recommend [1stDomains](#) as one that is easy to use. Please register your address as soon as possible as they have a way of disappearing. If you have international ambitions in addition to .co.nz you may want to register .com if it is available. I would recommend going with democracy-project.co.nz as your main address.

Developer

The next steps will be to match you up with a developer and have a meeting – our recommendation is 9(2)(a) 9(2)(a). Assuming you are happy to go with him I could organise an initial meeting. Could you let me know some times that work for you and I will find out the same for him.

Content

I would recommend treating content as an 'as soon as possible' exercise as this content will be used by the Developer to do the initial build and design. As mentioned we can also assist in shaping the 'about' type content. Once the website is built we will use any subsequent content to train you on how to load.

It would also be good to think about initially tagging or categories for your content e.g. housing, infrastructure, poverty, videos etc.

This is a bit of a rushed email so please excuse any typos. If you can let me know today about whether I should line up 9(2)(a) to do the development I will reach out to him to him and confirm his availability and timing.

Jane

-----Original Message-----

From: 9(2)(a)
Sent: Wednesday, 12 February 2020 12:19 PM
To: Jane Young <xxxx.xxxxx@xxx.xx.xx>

Cc: critical Politics 9(2)(a)
Subject: Democracy Project website

Hi Jane

Thanks for meeting with us yesterday - it was really helpful and we're keen to get this underway ASAP.

We've had a talk and agree that WordPress would probably work best for everyone.

Really the only issue is cost. You mentioned that the University might be able to come to the party on this, and that it could be useful as experiment or template for you. What do you think?

Please let me know anything else we might need to know – such as timelines for article deadlines etc. I'm gathering content now, so that's underway, but to some extent how that is done will depend on the format articles need to be in.

Thanks again, and it's good to have it all in motion :)

9(2)(a)

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Tessa Goldsack

From: Blair McRae
Sent: Tuesday, 3 December 2019 1:00 PM
To: Katherine Edmond; Madeleine Setchell
Subject: Re: Signed contract with Bryce Edwards - apology

Follow Up Flag: Follow up
Flag Status: Completed

No probs Katherine – pop it onto my desk and I am confident I will find it.

Cheers

Blair

From: Katherine Edmond <xxxxxxxxx.xxxxxx@xxx.xx.xx>
Date: Tuesday, 3 December 2019 at 12:49 PM
To: Blair McRae <blaxx.xxxxx@xxx.xx.xx>, Madeleine Setchell <madeleine.setchell@vuw.ac.nz>
Subject: Signed contract with Bryce Edwards - apology

Apologies Blair, getting my 'B' names mixed up.
Would you like me to drop the original to you/your EA?

Cheers
Katherine

From: Katherine Edmond
Sent: Tuesday, 3 December 2019 12:48 PM
To: Blair McRae <xxxxx.xxxxx@xxx.xx.xx>; Madeleine Setchell <Madeleine.xxxxxxxx@xxx.xx.xx>
Subject: Signed contract with Bryce Edwards

Hi,
Bryce came in to sign the contract this morning. I am attaching a copy.

Bryce, do you want me to drop the original to you?

Thanks
Katherine

Katherine Edmond
Associate Director, Communications
Communications, Marketing and Engagement Group
Te Herenga Waka—Victoria University of Wellington

Phone +64 4 463 6017
9(2)(a)
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Tessa Goldsack

From: Bryce Edwards
Sent: Monday, 17 February 2020 10:41 AM
To: Blair McRae; Katherine Edmond; Patricia McGarr
Cc: Patricia Danver
Subject: RE: The Democracy Project - fundraising question
Attachments: The Democracy Project - Introduction.docx

Hi Patricia

Thanks so much for your email. This is all fantastic news.

9(2)(b)(ii)

Anyhow, in case you require any further information on the Democracy Project, I've attached an introductory document.

Kind regards

Bryce

On 17 Feb 2020, 10:03 AM +1300, Patricia McGarr <patricia.mcgarr@vuw.ac.nz>, wrote:

Dear Bryce

Firstly congratulations on the Democracy Project 9(2)(b)(ii)

9(2)(b)(ii)

Ngā mihi

Patricia

PATRICIA MCGARR | ASSOCIATE DIRECTOR PHILANTHROPIC GIVING | INNOVATE FUND |

VICTORIA FOUNDATION + DEVELOPMENT OFFICE | Te Kura Tangata | 04 463 6953 | 9(2)(a)

<image001.jpg>

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Please consider our environment before printing this email

From: Blair McRae <xxxxx.xxxxx@xxx.xx.xx>
Sent: Monday, 17 February 2020 9:40 AM
To: Bryce Edwards <xxxxx.xxxxxx@xxx.xx.xx>; Katherine Edmond <katherine.edmonx@xxx.xx.nz>
Cc: Patricia Danver <xxxxxxxx.xxxxxx@xxx.xx.xx>; Patricia McGarr <patricia.xxxxxx@xxx.xx.xx>
Subject: Re: The Democracy Project - fundraising question

Hi Bryce

We could run this through the University Foundation. They manage gifts and ensure that the funds are channelled into the right areas. I have copied in the University Development team who provide support to the Foundation into this email and one of them will respond.

Cheers

Blair

From: Bryce Edwards <bryce.edwardx@xxx.xx.nz>
Date: Monday, 17 February 2020 at 8:49 AM
To: Blair McRae <blair.mcrae@vuw.ac.nz>, Katherine Edmond <katherine.edmond@vuw.ac.nz>
Subject: The Democracy Project - fundraising question

Kia ora Blair and Katherine

As you know I'm currently at the start of my fundraising efforts for the Democracy Project. 9(2)(b)(ii)

9(2)(b)(ii)

Kind regards

Bryce

Dr Bryce Edwards
Political Analyst in Residence
Victoria University of Wellington

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The Democracy Project

“Promoting critical thinking, debate, and engagement for the 2020 election year”

Introducing The Democracy Project

In association with Victoria University of Wellington, The Democracy Project aims to enhance New Zealand democracy for the 2020 general election. Its role is to promote critical thinking, analysis, debate, and engagement on New Zealand politics and society. We are resolutely non-partisan and “for the public good”.

The project is based at Victoria University of Wellington, but is independently run by Dr Bryce Edwards, with help from a number of other independent researchers.

Our University-based website is currently being built as a one-stop-shop for election year, and will publish a wealth of useful information, expert commentary and analysis. You can find it here: <https://www.wgtn.ac.nz/democracy-project>

Why the Democracy Project is needed

Democracy and progress depend on the availability of good information and analysis about politics and society. It needs a vibrant public sphere, in which debate and ideas are freely available.

In many ways, New Zealand’s public sphere is relatively weak and fragmented. There are many reasons for this, but part of the problem are challenges facing the media, such as adequately resourcing the proper provision of in-depth and diverse information and analysis on politics.

Compounding the issues that weaken the scrutiny of politics, are New Zealand’s weak regulation and oversight of vested interests in politics. No lobbyist regulation, revolving doors for public servants working in the private sector, regularised non-compliance with OIA requests and weak investigation and enforcement of political financing laws tilt the political field dramatically in favour of those with money and power.

There are, of course, scattered elements of a strong public sphere, with powerful and important information and analysis available in various places. This project helps to aggregate, foster, and amplify those components via a number of different projects.

Overall, the Democracy Project is an experiment in new ways of doing politics, involving academic, civil society, and media collaboration.

Who is involved in The Democracy Project?

The Democracy Project is directed by Bryce Edwards and draws on the work of other researchers. We are keen to involve other public intellectuals in the project –

journalists, academics, activists, who can contribute information and analysis. We want to promote The Democracy Project as a platform of diverse views and thought.

Victoria University of Wellington are hosting the project via a “media partnership” agreement, in which they provide affiliation and resources (such as technology and office space).

We are seeking other foundation supporters, who can make a financial contribution on the basis of supporting democracy in New Zealand. This will include individuals, businesses, and NGOs.

Current output

1) Political Roundup

- An in-depth column providing analysis on one topic of the day, especially through the aggregation of different perspectives
- Emailed out to 1800+ subscribers
- Published online by the NZ Herald
- Produced about three days a week

2) NZ Politics Daily

- A comprehensive, compendium of links to news and analysis on politics
- Emailed to 1800+ subscribers at 8am, Monday-to-Friday
- Our subscriber base is typically: politicians; parliamentary staff; journalists; public servants; academics; students; embassies/diplomats; NGOs, unions, law firms, companies and individuals

3) Political commentary in the media

- We supply regular interviews with journalists and broadcasters about issues of the day in New Zealand politics
- Bryce provides a regular fortnightly column for the Guardian
- Bryce provides occasional opinion pieces for various media, especially the RNZ website

4) Outreach, education and advocacy

- We provide oral and written briefings on NZ politics (typically, this involves conferences, meetings, organisations, NGOs and businesses)

Proposed future projects

1) Political Roundup short video

- A regular 2-5 minute video recorded discussion of a topic of the day
- Published on the website

2) Political Roundup weekly video

- A long-form issues-based video podcast
- More in-depth analysis drawing on expertise from experts (parliamentarians, political journalists, academics, activists, etc)

- Published on the website

3) Democracy research and advocacy

- The Democracy Project website will be a repository of research and analysis about the quality and health of democracy in New Zealand. Issues of participation and representation require further scholarly research and public debate.
- Various individual issues will be examined that relate to health of New Zealand democracy – such as civics education, OIA reform; transparency in government; vested interests in New Zealand politics; political finance regulation.
- Issues of political power and influence are at the heart of understanding New Zealand politics and government, and this project would seek to bring together a scholarly examination of ways of understanding how power works in this country
- Individual reports will be produced on elements of democratic reform
- Ultimately, books might be published on related issues – such as “Democracy in New Zealand (exploring the health of the political process and institutions) and “Who runs New Zealand?” (exploring the configurations of influence in all the major institutions of the country, from agriculture through to education).

Funding and resources – For the Public Good

The Democracy Project is focused on providing services “for the public good”, to enhance the political process and public engagement in the 2020 election year, but we do not yet have the resourcing to make it all possible.

The project is primarily funded by philanthropy. We receive some resources and funding from Victoria University of Wellington, and remuneration from media companies – but these are only minimum levels, leaving us to fundraise to pay our costs.

We are currently looking for sponsors to make the Democracy Project work. There are a number of pathways for others to be involved in making the Project work. Most importantly, we are looking for “foundation partners” who will provide financial resources for the project as a whole. We are also looking for sponsors who can help finance individual elements of the project, such as the “NZ Politics Daily” email service or the new video podcasts.

Contract for Media Services Media Partnership Agreement

Section 1: Parties and Signing

PARTIES

Victoria University of Wellington, a university established under section 162(1)(a) of the Education Act 1989 (Wellington) (VUW)


Bryce Edwards, political commentator and analyst (*Contractor*)

BACKGROUND

Victoria University of Wellington requires, and the Contractor has agreed to provide, media services on the terms and conditions of this Contract

SIGNING

This Contract is deemed to be executed on the later of the two dates appearing below:

Victoria University's Authorised Signatory		Contractor's Authorised Signatory	
Signature		Signature	
Name	Katherine Edwards	Name	BRYCE EDWARDS
Position	Assoc Director Communications	Position	POLITICAL ANALYST
Date	1 December 2019	Date	1 DECEMBER 2019

zc ke

Contract for Media Services Media Partnership Agreement

Section 2: Contract details and Services description

Term	
Commencement Date	1 December, 2019
Expiry Date	1 December, 2020

Description of Services
<p>The Contractor and the VUW have agreed to enter into a contract for the provision of media services. The term of the contract is one year from 1 December 2019 to 1 December 2020.</p> <p>While the Contractor is an independent media commentator providing independent commentary and analysis on major political and social issues, the parties have agreed, during the term of this contract, to support each other in relation to 'lead thinking' on major issues affecting society.</p> <p>VUW may suggest topics of discussion to the Contractor from time to time but it is acknowledged and agreed that editorial decisions will be made solely by the Contractor and VUW will not attempt to influence editorial decisions. Where appropriate, the Contractor will seek analysis and comment from academic staff at the VUW with the relevant expertise and knowledge.</p> <p>The Contractor will make written and visual commentary available to VUW for use in their university channels. The Contractor and VUW agree to work together to ensure that VUW's website has appropriate places to host the Contractor's work, particularly election-related commentary and analysis.</p> <p>The Contractor will describe himself as a 'political analyst in residence' at Victoria University of Wellington when association with VUW is to be made publicly. If affiliation to a particular group or unit within VUW is required, that affiliation will be with the University's Engagement Group.</p>

Victoria University of Wellington Resources Available
<p>The Contractor will be provided with office space at VUW's Pipitea campus.</p> <p>The Contractor will be able to access the VUW's IT systems and other support systems, such as Image Services, for assistance with photography, video and voice recording.</p> <p>The Contractor's primary VUW's relationship will be with the Communications, Marketing and Engagement Group.</p>

Addresses for Notices	University's address		Contractor's address
	For the attention of:		Bryce Edwards
	Delivery address:		
	Postal address:		
	Email:		bryce.edwards@vuw.ac.nz

CHARGES

Charges are the total maximum amount payable by the VUW to the Contractor for delivery of the Services. Charges include fees, and where agreed, expenses. The Charges for this Contract are set out below.

Fees	The Contractor's fees will be calculated as follows: Fixed Fee A fixed fee of \$10,000 (plus GST, if any), to be paid in two instalments of \$5,000 each (January 2020 and June 2020).

Expenses	No expenses are payable.
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Invoices	The Contractor must send the VUW an invoice for the Charges at the following times: At the beginning of the period of engagement. At the start of June 2020.
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Changes to Section 2 and additional clause/s	None
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Contract for Services

Section 3: Terms and Conditions

AGREEMENT

1 DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Contract the following definitions apply:

Business Day means a day other than Saturday or Sunday or public holiday in Wellington or day on which VUW is closed (as identified in the applicable Victoria University calendar);

Commencement Date means the commencement date set out in Section 2;

Contract means this contract for services, including Section 1 (Parties and Signing), Section 2 (Contract details and Services description) and Section 3 (Terms and Conditions);

Charges means the charges payable by VUW in accordance with clause 4 as determined in accordance with Section 2;

Confidential Information means all and any material and information in respect of this Contract, the Services, the business and operations of VUW, and of every kind provided to the Contractor at any time by or on behalf of VUW, whether oral, in writing or in any other form whether or not such information is described as confidential (and includes all notes, analyses, compilations, studies, reports, valuations and other documents which contain, are developed from or otherwise reflect such material or information).

Good Industry Practice means the exercise of that degree of skill, diligence and prudence that would reasonably be expected from a provider of services in New Zealand that are substantially similar to the Services;

GST means goods and services tax within the meaning of the Goods and Services Tax Act 1985;

Intellectual Property Rights means any and all intellectual and industrial property rights throughout the world, whether subsisting now or in the future, including, without limitation, all rights conferred under statute, by common law and in equity in, and in relation to, inventions, patents, designs, trade marks, trade names, logos, getup, circuit layouts, formulae, confidential information and copyright (including, without limitation, future copyright), and any application or right to apply for registration of any of those rights;

Law means:

- (a) any statute, regulation, by-law, ordinance or subordinate legislation in force from time to time to which a party is subject;
- (b) the common law and the law of equity as applicable to the parties from time to time;
- (c) any binding court order, judgment or decree;

Recipient means the party receiving Confidential Information under this Contract;

Services means the services to be provided by the Contractor to VUW under this Contract as described in Section 2 and any other services provided by the Contractor as agreed by the Parties; and

Term means the term set out in Section 2 or as otherwise agreed in writing.

1.2 Interpretation

In this Contract, unless the context otherwise requires:

- (a) a reference to a clause or a section is a reference to a clause or section of this Contract; and
- (b) a reference to a party to this Contract includes reference to its respective successors in title and permitted assigns (and where the context so permits) its respective employees, contractors, subcontractors, agents and representatives.

2 APPOINTMENT AND TERM

2.1 VUW appoints the Contractor, and the Contractor agrees, to provide the Services during the Term in accordance with this Contract.

2.2 This Contract commences on the Commencement Date and will continue for the Term unless terminated earlier in accordance with its terms.

3 SERVICES

3.1 The Contractor will provide the Services:

- (a) in accordance with Good Industry Practice and the terms of this Contract;
- (b) in an efficient, professional and cost-effective manner; and
- (c) in accordance with any instructions or directions given by VUW.

3.2 In performing the Services the Contractor is to:

- (a) use all reasonable endeavours to avoid damaging or adversely affecting VUW's reputation, systems or infrastructure;
- (b) comply with all Laws and all relevant VUW statutes, policies and procedures (which are publicly available on VUW's website www.victoria.ac.nz) including the Staff Conduct Policy and the Health and Safety Policy; and
- (c) not cause VUW to be in breach of any Law or any VUW statute, policy or procedure.

4 CHARGES AND PAYMENT

4.1 In consideration of the Contractor performing the Services and providing the Deliverables under this Contract, VUW will pay to the Contractor the Charges for the Services (plus GST, if any) in accordance with this clause 4 and Section 2.

4.2 The Contractor must provide VUW with valid tax invoices for all Charges on the dates or at the times specified in Section 2. A valid tax invoice must:

- (a) clearly show all GST due;
- (b) be clearly marked 'tax invoice';
- (c) contain the Contractor's name, address and GST number, if the Contractor is registered for GST;
- (d) be addressed to VUW and be marked for the attention of the person stated in Section 2;
- (e) state the date the invoice was issued;
- (f) name this Contract and provide a description of the Services provided,

4.3 Except for any GST payable by VUW all taxes, levies and duties payable in connection with this Contract under any Law are to be paid by the Contractor and not passed onto VUW.

5 WARRANTIES

5.1 The Contractor represents warrants and undertakes to VUW, on a continuous basis throughout the Term, that:

- (a) carrying out the Services will not cause the Contractor to breach any obligation it may have to any third party or any other legal obligation;
- (b) it has full power, capacity and authority to execute, deliver, and perform its obligations under this Contract; and
- (c) it has, and will continue to have, all necessary regulatory and ethical approvals, releases, waivers and consents required to enable the Contractor to lawfully and ethically complete the Services.

6 INTELLECTUAL PROPERTY

6.1 All pre-existing Intellectual Property Rights of a party or any of its licensors (and any modifications thereto) that are not developed, commissioned or created under or in connection with this Contract, but are used for the purposes of this Contract, will remain owned by that party or the relevant licensor.

6.2 Legal and beneficial ownership of any Intellectual Property Rights that are developed, commissioned or created by the Contractor under or in connection with the Services or this Contract will vest exclusively in VUW.

7 LIABILITY AND INSURANCE

7.1 The Contractor will fully indemnify VUW, its officers, students, employees, contractors and agents from and against any and all liability, losses, damages, costs and expenses of any nature whatsoever awarded against, incurred or suffered by VUW arising out of or resulting from any unlawful, negligent or wilful act or omission by the Contractor;

8 CONFIDENTIALITY

8.1 The Recipient will maintain as secret and confidential, at all times, all Confidential Information. The Recipient agrees to:

- (a) use the Confidential Information solely for the purposes of this Contract; and
- (b) disclose or provide the Confidential Information only to those of the Recipient's employees, agents, and permitted sub-contractors to whom, and to the extent to which, such

disclosure or provision is reasonably necessary for the purposes of this Contract.

9 DISPUTE RESOLUTION

9.1 If any dispute or difference arises between the parties in relation to, or arising out of, this Contract, both parties will endeavour in good faith to settle the dispute by agreement. Unless VUW notifies the Contractor otherwise, the Contractor will continue providing the Services in accordance with this Contract, notwithstanding the dispute.

9.2 If the dispute or difference is not settled by agreement within 10 Business Days under clause 9.1 then, unless agreed otherwise, it shall be referred to a qualified mediator to be agreed by the parties:

- (a) the mediator shall determine the procedure and timetable for the mediation; and
- (b) the cost of the mediation shall be shared equally between the parties (unless the mediator suggests otherwise).

10 TERMINATION

10.1 Either party may terminate this Contract at any time by giving the other party notice in writing where:

- (a) the other party commits a material breach of this Contract which is incapable of being remedied;
- (b) the other party commits a material breach of this Contract that is capable of being remedied but which is not remedied within five (5) Business Days of that party receiving written notice of the breach from the non-breaching party;
- (c) the other party becomes, or threatens to become, or is at serious and substantial risk of becoming, subject to any form of insolvency event including, without limitation, any resolution, procedure or proceedings relating to its liquidation, inability to pay its debts as they fall due, insolvency or appointment of a receiver, receiver and manager, administrator, liquidator, provisional liquidator, statutory manager or similar officer, or if it makes an assignment for the benefit of its creditors.

10.2 VUW may terminate this Contract at any time by giving the Contractor two week's written notice.

10.3 Upon termination or expiry of this Contract for any reason whatsoever:

- (a) the Contractor will stop performing the Services;
- (b) VUW will pay the Contractor all Charges outstanding to the Contractor as at the date of termination or expiry; and
- (c) The Contractor will refund to VUW on a pro rata basis any charges that apply to the period after the date of termination /expiry
- (d) the Contractor will return all VUW property that VUW has provided to the Contractor under or in connection with this Contract.
- (e) each party will, upon receipt of a written request from the other party, return or destroy (at the other party's option), all Confidential Information of the other party in its possession or under its control, except that each party may retain one copy to comply with any legal, accounting, taxation or ethical requirements. Upon the return or destruction (as the case may be) of all such Confidential

Information, the party to whom the written request is addressed will provide to the other party a certificate stating that the Confidential Information returned or destroyed comprises all the Confidential Information in its possession or under its control.

- 10.4 Except as is otherwise provided in this Contract, termination or expiry of this Contract will not affect:
- (a) any rights and remedies available to a party under this Contract which have accrued up to and including the date of termination or expiry; and
 - (b) the provisions of this Contract which expressly, or by their nature, survive termination or expiry.

11 NOTICES

11.1 Any notice, consent, information, application or request that must or may be given or made to a party under this Contract is only given or made if it is in writing and sent to the addressee at the physical address or email address of the party. The initial physical address, email address and relevant person or office holder of the parties are set out in Section 2.

11.2 A communication will be deemed to be received:

- (a) in the case of a communication sent by post, on the second Business Day after posting;
- (b) in the case of an email, on the Business Day on which it is transmitted or, if transmitted after 5.00 p.m. (in the place of receipt) on the next Business Day after the date of transmission; and
- (c) in the case of personal delivery, when delivered.

12 MISCELLANEOUS

- 12.1 Nothing expressed or implied in this Contract will be deemed to constitute either party as the partner or joint venturer of the other party, or the Contractor as an employee of Victoria.
- 12.2 No party will have the power to incur any obligation on behalf of or incur any liability on the part of the other party.
- 12.3 If there is an inconsistency between Sections 2 and 3 of this Contract, the terms of Section 2 prevail.
- 12.4 This Contract constitutes the entire agreement of the parties with respect to its subject matter and supersedes all previous agreements, arrangements, understandings or representations relating to that subject matter.
- 12.5 This Contract may only be amended by agreement in writing signed by the authorised representatives of both parties.