



**IP**INCLUSIVE

Working for diversity and inclusion in IP

# Annual Report 2017

# IP Inclusive Annual Report 2017

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## 2017: the highlights

This has been a busy year for IP Inclusive. We've grown our support base, made many new friends, started fascinating but long-overdue conversations, and achieved most of the things we'd hoped to at the start of the year. Above all, we've had fun.

In March we signed up our 100<sup>th</sup> Charter signatory. We now have nearly 120. Having tailored the Charter commitments especially for in-house IP departments, our current signatories include a better mix of private, industrial and public sector organisations, as well as membership bodies such as CIPA, CITMA, FICPI-UK, IP Federation and ACID.

There was more than one cause for celebration in March, as we were awarded *Managing IP's* inaugural award for corporate social responsibility. Lesley Evans and I attended the awards ceremony on IP Inclusive's behalf; the trophy has since spent time with several of our supporting organisations, and been on display at IP Inclusive events.

Meanwhile, Parminder Lally was working to bring the new *Careers in Ideas* website to fruition. Thanks to some generous donations at the start of the year, the site was ready for launch during the summer and already features a live opportunities board for trainee and work experience vacancies. We're extremely proud of the way it looks and its ability to showcase such a variety of IP-related careers.

The summer of 2017 also saw the launch of our third support group, *IP & ME*, for BAME professionals and their allies. *IP & ME* was the focus of a drinks reception which CIPA hosted for us following its annual Congress in September, and like our earlier groups, *Women in IP* and *IP Out*, has a growing supporter base and a committee enthusiastically planning events for the coming year.

In the early autumn, we ventured for the first time into lobbying, making representations to the IP Regulation Board in advance of its review of CPD arrangements for patent and trade mark attorneys. We are hopeful that our recommendations, regarding restrictions on remote learning activities and their impact on diversity, will be of value to the regulator in developing an inclusive CPD regime for the future.

Although not a "highlight" as such, but nonetheless important, 2017 also saw the establishment of our management committee, *IP Inclusive Management*. This small group can oversee everything done under the IP Inclusive umbrella and take responsibility for formal and financial matters, which we hope will safeguard the initiative as it grows and reassure both internal and external

stakeholders. We have now – at last – been able to open our own bank account, making it easier for us to source and process donations in the future.

Our intended focus for 2017 was the business case for diversity. This was the subject of two inspiring talks at our annual “Diversity in IP” breakfast in June, co-hosted with CIPA, CITMA, FICPI-UK and the AIPLA. We revisited it in a seminar-cum-workshop in November, which yielded an armoury of compelling arguments in support of diversity and inclusivity that we have been able to share with the wider IP Inclusive community. A similar workshop, earlier that month, resulted in a toolkit for tackling unconscious bias: that too has been published on the IP Inclusive website.

Overall, it has been a year in which hard work and enthusiasm have brought people together, raised IP Inclusive’s profile and strengthened our cause. There is much still to do, of course, but we are in a good position to embark on new challenges, with a stronger core, a clearer focus and a great deal of momentum. I would suggest that we now need to brace ourselves to collect some basic data on diversity and inclusivity in the IP professions, as a benchmark against which to assess our progress and target future efforts. But data gathering is an emotive issue in a niche field such as ours, and it will be for our annual “round-table” meeting in January, open to all supporters, to decide on that and other potential projects for 2018.

There are so many people and organisations to thank: I hope I have managed to mention them all in this report, but they know who they are and you can take it as read that I am very, very grateful to all of them.

Andrea Brewster  
Acting Chair, IP Inclusive Management

## Workstream A: awareness-raising upstream of the professions

Leaders: Parminder Lally, TLIP; Christopher Burnett, A.A. Thornton & Co.

This work is embodied in the *Careers in Ideas* initiative, established in 2016 with a set of resources for school and university students, their teachers and their careers advisers: a poster, an information booklet and a Powerpoint® presentation, supplemented later that year with a basic web platform.

Early in 2017 we raised funds to commission a new website from Ashridge Communications, who had created the original design and resources. These funds were donated by Boulton Wade Tennant, Carpmaels & Ransford, CIPA, D Young & Co, Ellis IP, Haseltine Lake, IP Federation, Kilburn & Strode, Marks & Clerk, Page White & Farrer, Potter Clarkson, Powell Gilbert and TLIP.

The new site, [www.careersinideas.org.uk](http://www.careersinideas.org.uk), went live at the end of June 2017. Divided into two sections, one for careers advisers and one for potential recruits, it hosts information about IP-related careers, their entry requirements and their prospects; a free-to-list opportunities board for traineeships, work experience placements and other entry-level vacancies, which is already being used by recruiters within the profession (see <http://careersinideas.org.uk/jobs-student/>); and personal “My Career in Ideas” stories from IP professionals. The original resources can be downloaded from the site and are free to use in promoting careers in IP.

We use the @CareersInIdeas Twitter® account to direct traffic to the website and generate further publicity for the initiative.

Meanwhile, we continue our efforts to build a network of contacts through whom the *Careers in Ideas* resources can be disseminated, or who might collaborate with us in opening up the IP professions to a wider pool of recruits.

Work has begun on a *Careers in Ideas* reception for the spring of 2018. Its aim will be to showcase the website and accompanying resources to IP professionals, recruiters, careers advisers and other invited contacts. We hope to use the opportunity to rally support from within the IP professions, and encourage people to make use of the *Careers in Ideas* materials when they visit schools, universities and careers fairs. We have a pop-up banner, bearing the *Careers in Ideas* logo, for use at such events.

We would like to make further use of the website during 2018, for instance by establishing a rota of volunteers to answer visitors’ queries and requests, and by supplementing the personal stories with video testimonies.

Huge thanks are due to the organisations which funded the new site, to the people who contributed such engaging “My Career in Ideas” stories, and to those who have supported the project since by posting on the opportunities board. Thank you too to Parminder Lally – who worked tirelessly to bring this project to fruition, and who continues to do so to ensure that the website remains up to

date and active –, to Chris Burnett for his ambassadorial work with external contacts, and to Polly Shaw of Dehns for project-managing the spring 2018 reception.

## **Workstream B: the IP Inclusive Charter**

Leader: Lesley Evans, Haseltine Lake

Having welcomed our 100<sup>th</sup> in March 2017, we now have nearly 120 Charter signatories. These include patent and trade mark practices; law firms with IP expertise; barristers' sets; in-house IP departments; public sector bodies such as the Defence Science and Technology Laboratory IP Group; specialist IP recruiters; IP managers, searchers, information providers and publicists; membership organisations such as ACID, CIPA, CITMA, FICPI-UK and IP Federation; and (one of our earliest signatories and a staunch supporter) the UK Intellectual Property Office.

As we had hoped from the outset, our signatories have a range of sizes, from sole practitioners to large international law firms and departments in global corporations. They are based throughout Great Britain.

A great deal of work was done in late 2016 and early 2017 to ensure that the Charter commitments were appropriate for in-house departments. We now have several such departments on board, although would like to see more sign up in 2018.

Each Charter signatory appoints an Equality, Diversity and Inclusion (EDI) Officer to be the main point of contact with IP Inclusive. During the year, we have worked with these contacts to develop a community of IP Inclusive supporters. Many have been in direct touch to discuss the work they are doing within their organisations and ways in which they can help with IP Inclusive projects, often by organising and/or hosting events, providing speakers or themes or sharing contacts. All EDI officers receive updates on our activities and events.

We continue to collate information and resources that might be useful to Charter signatories, both generically and in response to specific requests. Most is accessible via the IP Inclusive website, which carries, for example, a sample EDI policy, as well as IP Inclusive "toolkits" on unconscious bias and on the business case for diversity. The toolkits were collaborative projects born of workshops held in November 2017.

During 2018 we hope to strengthen our Charter signatories' engagement with the diversity agenda, both within their own organisations and alongside others in the IP professions. A number of initiatives are being considered to help EDI officers take on the necessary challenges and to build on the momentum established through existing IP Inclusive projects.

Many thanks to Lesley Evans, her PA Kate Hackett and the IPO's Eleanor Wade, for their work in nurturing the Charter community, and to Haseltine Lake for providing the office resources for Charter-related communications.

## Workstream C: training and awareness-raising

### 2017 events

In addition to those organised by the *Women in IP* and *IP Out* networks (see below), IP Inclusive held several training and awareness-raising events during 2017:

- During Mental Health Awareness Week (8-14 May 2017) we ran three discussion events around the country. HGF hosted a breakfast meeting in Leeds on “Managing Well-Being in the Workplace”; the IPO and Wynne-Jones IP co-hosted an evening meeting in Newport entitled “Get Off That Hamster Wheel: Perspectives on Stress Management for a Better Work/Life Balance”; and Kilburn & Strode put on an evening meeting in London addressing the theme “Surviving or Thriving?”. We hope to do something similar in 2018.
- In June 2017, our popular annual London “Diversity in IP” breakfast was co-hosted by CIPA, CITMA, FICPI-UK and a visiting delegation from the American Intellectual Property Law Association (AIPLA). Our speakers addressed the business case for diversity, including its impact on both working teams and financial performance.
- On the same June day, Ben Buchanan (IP Inclusive’s senior champion at the IPO) addressed an awayday of Urquhart-Dykes & Lord staff, updating them on IP Inclusive’s activities and leading discussions on unconscious bias and on the business case for diversity.
- During the spring and summer, Sarah Brearley, Andrea Brewster and Lesley Evans spoke at CIPA CPD seminars in Manchester, Derby and Bristol, revisiting the topic of “workplace allies” which Lesley and Andrea had introduced in their March webinar for the *Women in IP* group.
- In September 2017, our webinar on “Imposter Syndrome” was broadcast from Keltie in London to 11 other breakfast meetings around the country: Bath (EIP); Birmingham (Gowling WLG); Cambridge (Mills & Reeve); Cardiff (Abel & Imray); Glasgow (Burness Paull); Leeds (Appleyard Lees); London (Gill Jennings & Every); Manchester (Mewburn Ellis); Nottingham (Potter Clarkson); Southampton (D Young & Co); and York (BRANDED!). The webinar itself was followed by lively discussions over coffee and pastries, many people having encountered this topic for the first time. The multi-centre breakfast webinar was clearly a popular format and we will try to repeat it in 2018.
- Later in September 2017, CIPA hosted a drinks reception for us following its annual Congress in London. We used the opportunity to introduce a packed room to our latest support network, *IP & ME*. We were also given a complimentary stand in the Congress exhibition hall.

- In November 2017 we ran two workshops, one on unconscious bias, hosted by Mathys & Squire, and one on the business case for diversity, hosted by Gowling WLG. Both were led by excellent teams of speakers and facilitators, and both yielded “toolkits” which we subsequently published, to help more organisations address these important topics.
- In early December 2017, we organised a joint webinar with CIPA, CITMA and the charity LawCare, entitled “Mental Health Matters”. CIPA hosted this lunch-time broadcast, which tackled the importance of mental well-being in the workplace and the support available for IP professionals suffering from mental health problems.

Thank you to all the organisations who hosted and organised these events, to the individual people whose hard work ensured their success, and to the numerous speakers and discussion leaders. All of these people provided their time, expertise and hospitality for free.

### The IP Inclusive website

Our website blog ([www.ipinclusive.org.uk/blog](http://www.ipinclusive.org.uk/blog)) provides a platform for awareness-raising materials. It carries updates on IP Inclusive activities, including reports on and resources generated at our events, and also news and comment on a range of diversity-related topics, designed to promote discussion, comment and the dissemination of good practices.

Topics addressed during 2017 included challenges for wheelchair users in the IP professions; the business benefits of diversity; well-being initiatives to create a thriving workplace; an introduction to transgender issues; depression; “lean in” groups for women in IP; the unhelpfulness of labels; a survey on discrimination in the IP professions; inclusivity as a branding challenge; careers talks and school outreach programmes; dealing with discriminatory practices among clients; breastfeeding and expressing in the workplace; agile working and its impact on inclusion; what “IP inclusivity” means to recent recruits to the profession; the perils of inappropriate workplace behaviour; and many more.

This thriving resource is managed by Parminder Lally, with help in sourcing and moderating posts from Emily Teesdale of Abel & Imray and Andrea Brewster. Our thanks to them, and also to our many guest contributors.

Sadly, we had to close the website discussion forum following a spate of spam posts. It was not, however, widely used by IP Inclusive supporters, and discussions continue instead through our four LinkedIn® groups (*Women in IP*, *IP Out*, *IP & ME* and a general IP Inclusive group at [linkedin.com/groups/8473869](https://www.linkedin.com/groups/8473869)). Comments can also be submitted in response to our blog posts.

The website provides access to diversity-related documents and information sources. It is also the gateway for signing up to the IP Inclusive Charter, as well as for updates on the support networks’ activities and their mailing lists. It functions adequately but is perhaps in need of an upgrade over the coming year or so: potential supplements might include access to a general IP Inclusive mailing

list, an events calendar (ideally with registration facilities) and a more robust discussion forum. Such a project would of course require funding and so would need to be prioritised relative to other intended activities.

### **Other social media**

Our Twitter account (@IPInclusive) allows us to flag the website blog posts to a wider audience, along with links to other relevant information, articles, events and resources. Via Twitter, we can also reach out to new supporters, and keep our members abreast of diversity- and inclusivity-related developments in our own professions and beyond. Our LinkedIn group performs a similar function, and currently has 185 members.

Thanks to Parminder Lally for managing our Twitter and LinkedIn accounts, a time-consuming but increasingly important part of our stakeholder engagement efforts.

### **2018 events**

Plans for 2018 will be mapped out at our AGM on 23 January 2018. However, one event is already organised and open for registration: a seminar on “Managing Inappropriate Behaviour at Work”, to be hosted by Kilburn & Strode on 1 February 2018 (see <https://www.eventbrite.co.uk/e/ip-inclusive-workshop-managing-inappropriate-behaviour-at-work-tickets-40780187639>).

## **Workstream D: support schemes**

### ***Women in IP***

Committee chairs: Barbara Fleck, Appleyard Lees & Joanna Conway, Norton Rose Fulbright

Launched in November 2016, the *Women in IP* network continues to grow, with a busy and enthusiastic committee and a mailing list of over 460.

The group put on two hugely successful events this year. The first, in March, was an early morning webinar on “How to be a Workplace Ally”, inspired by Sheryl Sandberg’s “Lean In” movement. The webinar was broadcast simultaneously to several breakfast meetings, at which attendees held their own follow-on discussions. This format proved popular and, with help from CIPA’s Membership Team to ensure that the IT functioned seamlessly across all locations, very successful in bringing people together around the country. Haseltine Lake provided the broadcasting “studio” in Bristol, with other meetings being hosted in Bath by EIP, in Cambridge by TLIP, in Glasgow by Burness Paull, in London by Boulton Wade Tennant, Carpmaels & Ransford and Norton Rose Fulbright, and in Manchester by Mewburn Ellis.

In November 2017, the *Women in IP* group celebrated its first year with a reception at CMS Cameron McKenna Nabarro Olswang in London, centred around a fascinating panel discussion on “Climbing up the Career Ladder”. The event was over-subscribed, and culminated in a well-attended and lively networking session with refreshments.



The group also supported the organisation of IP Inclusive’s September webinar on Imposter Syndrome; this followed the same format as the workplace ally webinar in March.

*Women in IP’s* events have thus far been open to IP professionals of all genders, as are its mailing list and also its LinkedIn discussion group ([linkedin.com/groups/8557958](https://www.linkedin.com/groups/8557958)), through which it continues to post comment, useful links and updates to its 440+ members.

The current *Women in IP* committee members are Isobel Barry (Carpmaels & Ransford), Sarah Brearley (Mewburn Ellis), Megan Briggs (Burness Paull), Joanna Conway, Holly Cowie (D Young & Co), Susi Fish (Boult Wade Tennant), Barbara Fleck, Yelena Morozova (Finnegan), Lucy Samuels (Gill Jennings & Every), Tara Sarwal (Norton Rose Fulbright) and Emily Teesdale (Abel & Imray).

### *IP Out*

Committee chair: Tom Leonard, Kilburn & Strode

*IP Out* launched in March 2016. During 2017 it organised three events. Its February social gathering was hosted by Marks & Clerk, whilst in July Fieldfisher hosted a discussion entitled “Does Size Matter?”, exploring with a range of speakers how organisations of different sizes can make themselves more welcoming to LGBT+ professionals. This July event also transitioned into a very sociable evening on the roof terrace over drinks and canapés.

The group’s November event, “The Family Way”, heard from experts in family and fertility law about the options open to LGBT+ people wanting to start families. Hosted by Osborne Clarke, this too offered refreshments for those wishing to stay and talk more afterwards.

*IP Out* has its own LinkedIn group, “IP Out Network” ([linkedin.com/groups/8488373](https://www.linkedin.com/groups/8488373)), which currently has 50 members, and a Twitter account (@ip\_out). It has 248 people on its mailing list, which is open – as are the group’s events – to people of all genders and sexualities.

The current *IP Out* committee members are Isobel Barry (Carpmaels & Ransford), Penny Creed (Legal Media Group), Tobias Hawksley-Beesley (Bird & Bird), Tom Leonard, Jonathan Lerwill (Dyson), Darren Smyth (EIP) and Emma Wane (Phillips & Leigh).

### *IP & ME*

Committee chair: Anita Shaw, IBM

The most recent of our support groups, *IP & ME* was established in the summer of 2017 and is dedicated to ethnic minority IP professionals and their allies. Its objectives are “to celebrate diversity and inclusion in the IP professions; to support ethnic minority IP practitioners at all stages of their careers; to assist and inspire ethnic minorities with the necessary aptitude and skill set to enter the IP professions; and to work with stakeholders in the IP professions and the wider legal profession to better understand and address issues around diversity and inclusion, with respect to ethnic minorities”.

*IP & ME* was the focus of an IP Inclusive drinks reception after CIPA's annual Congress in September, which generated further interest in the group and several new supporters. Its committee is currently planning events for 2018, including themed celebrations of events in the religious and cultural calendars of under-represented groups and beginning with a Chinese New Year reception in February 2018. These events will provide an opportunity to learn more about the groups concerned and their beliefs, traditions and ways of working, thus fostering a more inclusive and culturally-aware community that is sensitive to, and tolerant of, people from different ethnic backgrounds.

*IP & ME* has a LinkedIn profile with around 70 connections (<https://www.linkedin.com/in/ipandme/>; see also [linkedin.com/groups/12049564](https://www.linkedin.com/groups/12049564)) and a mailing list ([bameipinclusive@gmail.com](mailto:bameipinclusive@gmail.com)), both of which it hopes to grow significantly over the coming year.

The current *IP & ME* committee members are James Anani-Isaac (A.A. Thornton & Co.), Hannah Burrows (Reddie & Grose), Joanna B. A-Danquah, Kingsley Egbuonu (Managing Intellectual Property), Richard Goddard (BP), Tibor Gold MBE (Generating Genius), Tasma Goraya (Taylor Wessing), George Karkera (Withers & Rogers), Abdulmalik Lawal (Franks), Maya Muchemwa (Marks & Clerk), Zeribe Nwachuku, Anita Shaw (IBM) and Archana Singh (Keltie).

## Management Committee

This year saw the creation of a management committee to oversee activities carried out under the IP Inclusive and *Careers in Ideas* banners, and to be responsible for the assets and liabilities arising from those activities.

The committee was set up as a deliberately small "unincorporated association", *IP Inclusive Management*, whose members include the four IP Inclusive founders CIPA, CITMA, FICPI-UK and IP Federation. This allows legal and financial liability to be limited to a few key organisations, whilst the wider IP Inclusive movement can continue to be open to all IP professionals, who can participate more freely in its work.

This new structure will, we hope, establish clearer lines of reporting for the initiative's future work, mitigate risk and liability, and in turn reassure our supporting organisations and those who donate funds or contract with us. It has also made it possible for us to open an IP Inclusive bank account (see "Financial matters" below).

*IP Inclusive Management* has the annexed formal constitution. Key features include broad membership criteria for IP professionals and their organisations; and a requirement to report to and consult with the wider IP Inclusive community. The committee members will be elected by an annual general meeting, which will form part of the diversity "round-table" meeting held at the start of each year.

During 2017, the committee's members were:

- CIPA, represented by Andrea Brewster (Chair) and Lee Davies;
- CITMA, represented by Keven Bader and Richard Goddard;
- FICPI-UK, represented by Liz Dawson (Treasurer);
- IP Federation, represented by Carol Arnold (Secretary); and
- Michael Silverleaf QC, of 11 South Square.

It is intended that the committee will prepare basic accounts for IP Inclusive, an annual report, and an annual plan of anticipated activities and expenditure. The annual plan will be shaped by input from the AGM and from other interested IP Inclusive supporters. The committee will oversee key projects and fundraising initiatives and ensure that specific groups and projects are adequately supported. During 2018, it hopes to provide guidelines for individuals and organisations operating under the IP Inclusive banner. It will also be responsible for relevant legal and regulatory issues, in particular IP Inclusive's compliance with the GDPR, which comes into force in May 2018.

## Financial matters

The new management committee has responsibility for IP Inclusive's financial affairs and controls access to the bank account which we opened in the autumn of 2017. Prior to that, we were immensely grateful to our donors (in particular those who contributed to the *Careers in Ideas* website rebuild) who were willing to pay funds directly to external suppliers, and to CIPA for holding funds on trust for us when necessary.

The bank account was opened with a cash float of £500 donated by CITMA. Keven Bader, CITMA's Chief Executive, set up the account and continues to manage its day to day operations for us. All payments out of the account will require the approval of at least two members of the management committee.

Other expenses during 2017 were:

- Hosting costs for the IP Inclusive website, paid by CIPA. Many thanks to their Chief Executive Lee Davies for continuing to organise this account for us.
- Pop-up banners for IP Inclusive and *Careers in Ideas*, bought by Andrea Brewster.
- IP Inclusive/*Careers in Ideas* business cards, paid for by CITMA and designed by their Head of PR & Communications, Richard Hayward. Again, many thanks to CITMA for that.

Of course many other donations – of time, expertise, venues, refreshments, and IT and front-of-house support – have been key to our achievements this year, and have allowed us to offer our events to all IP professionals free of charge. Those donations may often be unseen but they are not unappreciated.

The management committee will oversee fund-raising needed for future IP Inclusive projects. It intends to establish a donation handling policy, to cover the seeking and processing of both financial

and other forms of support. It is hoped that this will make it easier for IP Inclusive and its supporters to plan for diversity-related spending.

## Lobbying

In September 2017, IP Inclusive submitted comments to the IP Regulation Board (IPReg) in advance of its review of CPD arrangements for patent and trade mark attorneys. We made recommendations concerning the current restrictions on non-live remote learning activities (for example pre-recorded webinars), urging IPReg to take account of the importance of such activities to typically under-represented groups such as part-time workers, carers and people with physical or mental disabilities, and their value in widening accessibility and inclusivity. We asked that, on reviewing its CPD rules, IPReg ensure that limitations such as these are incorporated only if and to the extent that they can be justified by evidence of their educational value.

Our submissions can be viewed on the blog page of our website: see

<http://www.ipinclusive.org.uk/blog/submissions-to-ipreg-on-cpd-requirements>.

## Thank yous

IP Inclusive would like to thank all those who donated funds or administrative support; hosted or organised events; provided speakers; shared their contacts; and contributed time, energy, ideas and enthusiasm. Particular thanks go to the individuals who led specific projects, such as the *Careers in Ideas* and Charter-related work, and to the committee members in the three support groups. We are also grateful to these people's employers and business colleagues for supporting their involvement in IP Inclusive.

## IP Inclusive contact details

### *IP Inclusive*

- [www.ipinclusive.org.uk](http://www.ipinclusive.org.uk)
- LinkedIn group: “IP Inclusive” (linkedin.com/groups/8473869)
- Twitter: @IPInclusive
- Email:
  - Charter queries: [IPInclusive@haseltinelake.com](mailto:IPInclusive@haseltinelake.com)
  - Events queries: [ipinclusiveevents@gmail.com](mailto:ipinclusiveevents@gmail.com)

### *IP Inclusive Women in IP*

- [www.ipinclusive.org.uk/womeninip](http://www.ipinclusive.org.uk/womeninip)
- LinkedIn group: “IP Inclusive : Women in IP” (linkedin.com/groups/8557958)
- Email: [womeninipinclusive@gmail.com](mailto:womeninipinclusive@gmail.com)

### *IP Out*

- [www.ipinclusive.org.uk/ip-out](http://www.ipinclusive.org.uk/ip-out)
- LinkedIn group: “IP Out Network” (linkedin.com/groups/8488373)
- Twitter: @ip\_out
- Email: [IPOutNetwork@gmail.com](mailto:IPOutNetwork@gmail.com)

### *IP & ME*

- [www.ipinclusive.org.uk/ip--me](http://www.ipinclusive.org.uk/ip--me)
- LinkedIn group: “IP Inclusive: IP & ME” (linkedin.com/groups/12049564)
- LinkedIn profile: linkedin.com/in/ipandme/
- Email: [bameipinclusive@gmail.com](mailto:bameipinclusive@gmail.com)

### *Careers in Ideas*

- [www.careersinideas.org.uk](http://www.careersinideas.org.uk)
- Twitter: @CareersInIdeas

Written correspondence to IP Inclusive can be addressed c/o CIPA at Halton House, 20-23 Holborn, London EC1N 2JD; please mark for the attention of Andrea Brewster.

## **Annex**

### ***IP Inclusive Management constitution***

#### **1 Name**

The name of the Association is “IP Inclusive Management”, hereinafter called “the Association”.

#### **2 Objects**

2.1 The objects of the Association are to improve equality, diversity and inclusivity in the community of UK-based IP (Intellectual Property) professionals, in particular in the ways set out in the annexed Joint Statement of Intent signed by its founder members in January 2015; by promoting the annexed IP Inclusive EDI (Equality, Diversity and Inclusivity) Charter; and in such other ways as appear from time to time to be appropriate.

2.2 The Association shall oversee the activities carried out, in pursuit of such objects, under its IP Inclusive and Careers in Ideas brand names. It shall hold and be responsible for the assets and liabilities which accrue as a result of such activities, including financial donations and goodwill in its brand names.

2.3 For the present purposes “IP professionals” includes, *inter alia*, patent attorneys; trade mark attorneys; barristers and solicitors working in IP; staff within IP registering offices; patent and IP managers; IP administrators, secretaries and paralegals; IP licensing executives; information scientists, searchers, translators and any other professionals (including HR and management professionals) working in IP or with other IP professionals; those who provide representative, support or advisory services to IP professionals; and regulators of IP professionals.

2.4 “UK-based” IP professionals are those whose IP-related work is carried out principally within the UK.

#### **3 Membership**

3.1 The founder members of the Association are the Chartered Institute of Patent Attorneys (CIPA), the Chartered Institute of Trade Mark Attorneys (CITMA, formerly the Institute of Trade Mark Attorneys), the IP Federation and the UK association of the International Federation of Intellectual Property Attorneys (FICPI-UK).

3.2 In addition to the four founder members, the Association may have up to four further members.

3.3 Any association of, or representative body for, UK-based IP professionals is eligible to be a member of the Association if it signs up to the IP Inclusive EDI Charter. Should such an organisation,

because of its constitution, be unable to sign up to the Charter, it may nevertheless still be permitted to become a member of the Association in order to support the Association's objects.

3.4 The following are also eligible to be members of the Association if they sign up to the IP Inclusive EDI Charter or, where constitutionally unable to do so, if they agree to support the objects of the Association:

- a. UK-based IP professionals
- b. Professional practice firms, barristers' chambers and other organisations in which UK-based IP professionals practise
- c. Groups of UK-based IP professionals within larger organisations, such as IP departments of companies.

3.5 New members must be approved by a majority of the existing members of the Association.

3.6 The Association may by resolution establish requirements (for example, payment of a subscription) for becoming or remaining a member, and/or categories of membership and the rights and responsibilities thereof, and/or changes to the number of members.

3.7 Each member, other than individual IP professional members, shall be represented by an individual, who shall be responsible for communicating information about, and promoting, the Association and its activities within the relevant organisation.

3.8 A member may withdraw from membership of the Association by providing written notice to the Secretary.

3.9 The Association may by resolution expel any member, in particular for acting in a way that is contrary to the objects of the Association.

#### **4 Meetings**

4.1 The Association shall meet at least three times a year. Such meetings may be held remotely, for instance by teleconference or video conference. If any subject of special interest arises, a meeting may be called by any three members by notice to the Secretary. Minutes shall record resolutions of the Association and other matters agreed by the members present at a meeting.

4.2 The Association shall additionally hold an Annual General Meeting (AGM). The AGM shall be open to all UK-based IP professionals, and to representatives of organisations and groups of the types referred to in 3.3 and 3.4 above. The Association shall in its decisions and activities take appropriate account of the views of those present at the AGM, whether or not they or the organisations they represent are members of the Association.

4.3 The Association shall publish its activities and decisions, and the minutes of its meetings. Where appropriate and feasible, it shall consult with interested UK-based IP professionals before taking significant decisions or actions.

## **5 Voting**

5.1 Resolutions of the Association shall be carried by a simple majority of voting members, except that any resolution to amend this constitution or to expel a member shall require a majority of at least two thirds of those voting. Voting may be by any appropriate means, including in person at a meeting, by proxy, by telephone or by electronic means. Each member shall have one vote.

5.2 Subject to 5.1 above, the Officers of the Association shall have the power to determine the means of voting to be adopted and shall have conduct of the voting procedure.

## **6 Officers**

6.1 There shall be a Chair, a Secretary and a Treasurer, who shall be the Officers of the Association and may be authorised by the other members to act individually or jointly on its behalf, including to enter into contracts and to deal with the Association's financial and other assets.

6.2 The Officers shall be elected at the AGM and shall remain in office until the end of the next AGM. Nominations for election must be received by the Secretary before the AGM. There shall be separate ballots for the Chair, Secretary and Treasurer who in each case shall be the candidate securing the most votes. In the case of a tie which is material to the outcome, the tied vote shall be resolved by lot.

6.3 The Officers shall prepare accounts for the Association, which shall be presented to the AGM for approval.

## **7 Committees and working groups**

The Association may appoint committees or working groups to review or undertake any matters as it sees fit. Non-members of the Association may be co-opted onto such committees or working groups if the members consider this appropriate so as better to further the objects of the Association.

## **8 Indemnities and insurance**

The Association shall indemnify its members from losses incurred as a result of the activities of the Association, except such as may arise from a member's wilful act or default. The Association shall procure appropriate liability insurance for this purpose.

## **9 Intellectual property**

9.1 Any member may use the Association's brand names IP Inclusive and Careers in Ideas, and the IP Inclusive logo appearing at the top of this constitution, to indicate its membership of and



support for the Association, or otherwise in association with activities agreed by, and in a manner approved by, the other members. Any goodwill accrued through such use shall belong to the Association.

9.2 All intellectual property generated by a member in carrying out duties under this constitution shall belong to the relevant member, who shall grant the Association a royalty-free licence to use such intellectual property in pursuit of the objects of the Association.

## **Appendix I**

### **Joint statement of intent**

*[The following statement was issued jointly by four of the IP Inclusive Management founding organisations, following the 27 January 2015 round-table meeting on Diversity in IP.]*

We are committed to making the IP professions more inclusive. We believe that there is value, not only to the professions and their individual members, but also to the IP system as a whole and its users, in ensuring that the IP professionals of the future encourage, embrace and sustain a more diverse workforce.

We will work together to ensure that for all those who have the necessary aptitude, regardless of their age, gender, race, sexual orientation, religion, physical ability, wealth or background, the IP professions are:

- welcoming
- accessible
- respectful
- supportive.

We will encourage the IP professionals within our organisations to adopt best practices for securing increased diversity and inclusion. We will collaborate to train and support IP professionals in such practices, and to raise awareness of relevant issues. We will take a firm stance against any form of unlawful, unfair or otherwise inappropriate discrimination, whether during recruitment to the IP professions or in the working environment.

Following the round-table meeting on 27 January 2015, we will commit to a range of joint initiatives aimed at achieving the above outcomes and improving diversity throughout the IP professions.

The Chartered Institute of Patent Attorneys (CIPA)

The Institute of Trade Mark Attorneys (ITMA)

The IP Federation

The UK Association of the International Federation of Intellectual Property Attorneys (FICPI-UK)

## **Appendix II**

### **The IP Inclusive EDI Charter**

We will support equality, diversity and inclusion by:

1. Having in place a named individual within our organisation as Equality, Diversity and Inclusion officer. This person will be sufficiently senior to make change happen and to be accountable for our progress.
2. Having in place a written Equality, Diversity and Inclusion policy for our organisation and making everybody in the organisation aware of it.
3. Promoting openness and transparency so as to demonstrate merit-based equal opportunities in our recruitment and career progression processes.
4. Acknowledging the effects of unconscious bias and introducing measures to tackle it.
5. Monitoring and reporting internally on our progress using measures and at intervals that are appropriate to our size and nature.
6. Sharing our experience within the IP Inclusive community to help build an effective network for equality, diversity and inclusion across the IP sector