

IPIM meeting with LEO

23 March 2020:

Action minutes



Working for diversity and inclusion in IP

(Meeting convened via TEAMS)

Present: Ben Buchanan (Chair), Andrea Brewster, Liz Dawson, Julie Dunnett, Richard Goddard, Mark Foreman, Michael Silverleaf, James St Ville, Julia Florence, Keven Bader

Apologies: Lee Davies

Role of Chair

As Richard is now stepping down as Chair, IPIM Members confirmed they would like Ben to act as non-executive chair, providing it is compatible with his role as a civil servant and with the IPIM constitution.

Action: Ben and Andrea will review the Terms of Reference and Constitution to consider this further and propose a way forward.

Welcomes

Welcomed Mark Foreman and James St Ville, who were confirmed as members of IPIM.

2020 Priorities

IPIM agreed the five priorities as set out in Andrea's document, with the proviso that Priority 1 would refer to 'those who have yet to be convinced'. IPIM will maintain a 'light touch' in relation to the delivery plan. Andrea will discuss measuring outcomes with the various Communities.

In future years we will ensure an IPIM meeting date is set to take place very soon after the AGM to discuss priorities and plans together with the LEO.

Action: Andrea to work with Ben re outcome measures, and to obtain input from Communities in this regard. Proposals to be sent to IPIM for review and further discussion with Andrea.

IPIM/LEO Roles and remits

It was confirmed that IPIM supports Andrea's ambitions for IP Inclusive. IPIM and Andrea agreed that it would be helpful for IPIM members to be present and visible at IP Inclusive events.

It was agreed that in order to provide timely responses to Andrea, IPIM will quickly come to a consensus by email and provide a consolidated response to Andrea. Where there are more complex issues a group discussion with Andrea should be arranged. For uncontroversial decisions Andrea will inform IPIM of the decision she intends to take, with a short time for others to comment if necessary. It was agreed that consent from the Treasurer was needed for expenditure. Ben will take responsibility for turning requests around in 7 days when IPIM input was needed.

Operation of IPIM/LEO Contract and plans for developing IPIM

Andrea will put together a set of questions which will initially be sent to charter signatories in order to gauge opinion on methods of providing financial support to IP Inclusive. The aim is for transformation to an independent entity to complete in the next 12-18 months. IPIM agreed to renew the LEO contract and provide funding for another year, to June 2021.

Action: Andrea to produce a high-level proposal for going out to IP Inclusive members for IPIM to review, before sending out. Timetable – one month for Andrea to produce proposal, with an IPIM/LEO discussion arranged for 2 weeks afterwards. Any specific feedback to be collated by Ben and provided to Andrea ahead of the meeting.

Funding

It was confirmed that CIPA has budgeted to fund half of the LEO salary, for the year up to December 2020 (ie £12k). Andrea acknowledged and thanked the founding organisations for their financial contributions over the past 12 months as well as for the coming year.

Action: Keven to provide a breakdown of funding by IPIM organisations over the past year.

Coronavirus

Webinars may still be able to proceed. Andrea is aiming to provide support for members by facilitating communications via LinkedIn and Twitter (including through the five communities) to retain a sense of community.

Date of next meeting

Julia and Ben to discuss off-line and advise group as soon as possible.