

IPIM meeting with LEO

8 September 2020:

Action minutes



Working for diversity and inclusion in IP

(Meeting convened via ZOOM)

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

Apologies: Liz Dawson

Purpose of Meeting

Agenda Items for discussion: Recent events and activities; LEO workload; Timescale to transition; LEO Funding; Roles of Chair and Secretary

Introduction

Julie Browne (Senior Patent Attorney at Shell) was introduced to the meeting as the new IP Federation representative, replacing Julie Dunnett who is retiring at the end of the year. Julie is involved with Careers in Ideas.

Recent Events and Activities

Andrea noted that it has been an unusually busy summer. A major event was the Roundtable on BAME representation in the IP Professions. This was very successful, with many good discussions and outcomes which now need to be translated into action. Andrea will be discussing this with the various membership groups. There was also a very good meeting on diversity data gathering. The support communities held a number of informal events and webinars. The virtual format for events is proving very successful. Planning is now underway for the Roundtable on Social Mobility with IP Fed (23 Sept) and Careers in Ideas week in November.

An email trailing the IP Inclusive survey on future structure and funding has been sent to charter signatories and EDI officers, and the survey will be sent to these groups next week. The survey (possibly with some tweaking) will subsequently be sent to the wider IP community. Membership organisations will be asked to help publicise the survey and help in getting it to those who may be currently unaware of IP Inclusive.

Action: Andrea to let IPIM know when the survey is to be more widely distributed and IPIM members to ensure it is publicised via their organisations.

Leo Workload

Andrea noted that her workload is increasing, and is now up to 3-4 days per week. Although she is currently managing it will be necessary to consider the scope and nature of the LEO role in the proposed new structure. Some of this work is admin which could be delegated. To consider how this might work in practice Andrea proposed to delegate admin work to a local graduate (at no cost

to IPIM) for a trial period to gain an understanding of how the work could be best distributed. It was agreed this was a sensible proposal and that IPIM would look forward to feedback from the trial. Andrea was also encouraged to reach out to IPIM members when additional support is required with the workload.

Action: Andrea to begin delegating admin work, and to feedback to IPIM at the next meeting (8 Dec).

Timescale for transitioning to new structure

It was acknowledged that the plan for transition is contingent upon the results of the survey, and the level of support indicated. Assuming this is positive, the proposal for IP Inclusive to become a CIC will be put to the AGM in January, and assuming it is passed, the formal process for creating a CIC can then begin. In order to carry out this work in addition to keeping the usual IP Inclusive work going, it will be necessary to find people to help with the legal and formal issues involved in setting up this structure. Help will also be required to process the survey results. Membership bodies will need to have discussed the proposal for the principle of forming a CIC as contained in the survey and come to an agreed position ahead of the AGM, in the event that they will need to make a commitment at that meeting. Andrea confirmed that the AGM would be an on-line meeting.

Action: IPIM members to consider how to provide assistance with processing survey results. All to consider format of AGM.

LEO Funding

IPIM members approved payment of the August invoice at £2000. Funding has been agreed until the end of 2020. In order to ensure continuity of funding until mid-2021 IPIM members were asked to consider how much they can contribute over this period.

Action: IPIM Members to discuss with their respective organisations in order to agree funding for the next six months at the next meeting.

Chair and Secretary Roles

Julia is currently CIPA's representative on IPIM but will be leaving CIPA Council at the end of December and will therefore need to relinquish her IPIM role also. It is envisaged that another CIPA officer will join to represent CIPA. However, a new Secretary will be needed from January 2021. Ben indicated that he would be happy to remain as Chair, but is also open to handing over the role. All were agreed that Ben is an excellent chair and are happy for him to continue.

Action: IPIM members to consider if they would take over the Secretary role.

AOB

The Committee recognised and thanked Andrea for the large amount of work that she has carried out over the last few months, including the very successful BAME Roundtable.

Date of next meeting

The next regular IPIM meeting is scheduled for **8 December at 15.30**.