

IPIM meeting with LEO

20 Jan 2021:

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, Richard Goddard, Michael Silverleaf, James St Ville, Sheila Wallace, Keven Bader, Lee Davies.

Apologies: Mark Foreman

Actions from last meeting

Actions have largely been completed.

- On GDPR guidance the Information Commissioner has notified registrants that the Government has agreed with the EU for personal data to flow freely from the EU to the UK, while an adequacy decision is reached.
- On funding for IP Inclusive most of the bodies represented on IPIM have pledged specific amounts, which should provide funding through to September. It is also hoped that additional funds will be available from IP Bar.
- Julie Browne has shared a sample complaints procedure with Andrea.

Purpose of Meeting

To provide Andrea with a clear steer to enable further engagement with the IP Inclusive community regarding the future structure of IP Inclusive.

IP Survey Results

A draft executive summary of the survey results was circulated to IPIM prior to the meeting. Andrea reported that based on the responses (around one third of charter signatories and a number of individual responses) to the survey outlining the proposals for IP Inclusive to become a CIC there was support in principle for developing IP Inclusive as a CIC financed via subscriptions and other funding sources. IPIM gave its approval for continuing to develop a CIC structure for IP Inclusive. It was noted that in getting to this point other structures (eg a charity model) had been considered but felt to be less favourable. This was set out in the introduction to the survey and will need to be reiterated in future stakeholder consultations.

Action: Andrea will prepare a full report of the survey results, including underlying data and background information; this will be provided to IPIM before the end of January and published on the IP Inclusive website.

Action plan for annual meeting and AGM

It is envisaged that the annual meeting will, as in previous years, be relatively informal, with an opportunity for supporters to get together (albeit virtually) and to provide an update on the activities of the previous year and invite suggestions for this year's themes. Andrea expects discussion of the future structure of IP Inclusive, and other formal matters, to be a relatively short

part of the meeting. She clarified that it was not the intention to get a final decision on the CIC proposal at the annual meeting, rather it was an opportunity to expand the discussion and seek further views from the IP Inclusive community, with the intention of further discussion and feedback over the following month. Andrea envisages circulating in advance of the meeting a fairly high-level proposal outlining how a CIC will operate, including how it will be funded, recognising that subscriptions alone may not be sufficient. If there is support from the meeting for this model, the proposal will be fleshed out in greater detail in order for IPIM to take a final decision based on the results of all stakeholder consultations, including with IPIM members' governing bodies following the AGM. It is therefore not necessary to have final sign-off of the proposals from membership organisations prior to the annual meeting (noting that IP Fed members at least will need considerably more detail in order to approve the proposal). It was agreed that the annual meeting should be held at the end of March, with the draft proposal being available by the end of February. The annual meeting will include, as usual, the formal AGM in order to confirm IPIM membership and approve the 2020 annual report and accounts.

Actions:

- **Andrea to work up draft proposal for CIC, including essentials of structure and funding, by the end of February.**
- **Julia to arrange Doodle Poll for date of annual meeting.**

CIC funding

It is a key principle that IP Inclusive should remain open to all, and its events and resources free at the point of delivery, irrespective of ability to pay. On current calculations, a model which keeps subscriptions at a reasonable level, will probably not provide sustainable funding for IP Inclusive to be an independent organisation. It is recognised that the level of subscription will in part depend on the size of the signatory organisation. It was suggested that some organisations/firms may wish to contribute more than the 'standard' subscription. This could be encouraged by having e.g. a 'gold star' membership, although concern was expressed about such 'super-subscribers' potentially dominating IP Inclusive which may risk damaging inclusivity. The funding model should enable IP Inclusive to be financially viable without being dependent on funding from the founding organisations, although they may still contribute. It will also be necessary to consider how the CIC would function should the funding shrink. The draft proposal will include a budget, costed for 1-2 years. This should include details of the remuneration required to resource IP Inclusive, including remuneration of the LEO and admin support. In the future the CIC board would review the budget annually and budgets would be made transparent.

Action: Andrea to produce a basic budget by end February.

Timescale for transition to CIC

Assuming a positive outcome from the AGM and founding organisations, Andrea is hopeful this can be accomplished this year, with a view to having the CIC formally set up by the summer, with at least some funding. It will be important to have the funding scheme in place to ensure viability before launching the CIC. The aim is to keep the structure as structurally and legally simple as possible.

Andrea has identified accountants who may be able to assist and would appreciate recommendations from IPIM or lawyers who may be able to provide informal assistance.

Action: Andrea will seek advice from accountants and lawyers, as appropriate, during the preparation of the initial high-level proposals and subsequently the more detailed plans for the CIC's incorporation.

Engaging Charter Signatories

Around a third of Charter Signatories responded to the survey and about a half of all Signatories are actively involved in IP Inclusive. Some of the contact details need updating. It was agreed there is a need for more engagement with the Charter Signatories; this will be discussed in Andrea's report of the survey results. Ben suggested that Nic Fearon-Low, who is responsible for external comms at the UKIPO may be able to help in this regard.

Action: Ben to discuss further with Andrea.

Date of next meeting

Agreed post-meeting to schedule a further meeting ahead of the AGM, and one post-AGM.

Action: Julia to arrange Doodle Polls