

IPIM Meeting 20 Sept 2022: Action Minutes



IP INCLUSIVE

Working for diversity and inclusion in IP

(Meeting convened via ZOOM)

Present: Michael Silverleaf (Chair), Andrea Brewster, Alicia Chantrey, Julia Florence (Secretary), Gordon Harris (Treasurer), James St Ville

Register of Interests – current updates

There were no changes to the Register of Interests.

Action: All to keep under review and update as necessary

Executive support team

ARB confirmed that two part-time positions have now been filled:

- Anne Burgato has the position of Administrative Support and will work Monday and Wednesday 9.30-1.30. She will provide inter alia support for finances, events and Charter signatory comms.
- Helen Smith has the position of Executive Support and will work Tuesday and Wednesday 11 – 3. She will be involved inter alia in IP Inclusive events and projects, including preparing reports.

Helen will initially work with Susan Nelson who continues her internship at 2 days per week until the end of October.

ARB noted that all 3 members of the support team are in contact with each other; ARB is currently allocating roles and providing initial training. Thereafter there will be weekly check-ins with the team. It was agreed that the level of support should enable ARB to concentrate on more strategic issues.

Actions: ARB to provide a summary of ‘who does what’ within the new team

Finances

Pledged donations currently stand at some £23k and ARB expects some further donations in this fundraising round. It was noted that firms’ budgets may be tighter in the current economic climate. MS and JStV will look into raising donations from the Bar. It appears that the IP Bar may have agreed a donation in principle and this will be investigated further. There was a suggestion that in-person events might be helpful in raising awareness of and financial support for IP Inclusive’s activities.

Action: MS and JStV to encourage donations from Chambers and investigate whether the IP Bar still plans to make a donation

Advisory Board

ARB noted that feedback from the Advisory Board (AB) had been incorporated as far as possible into the 2022-23 business plan. To date IPIM has met with the AB on two occasions, each time for a short meeting following separate meetings of IPIM and the AB. It was considered that this only permitted time for a summary of discussions by and views from the AB to be presented; it is now becoming apparent that it would be helpful to have more time for joint discussion between IPIM and the AB. ARB noted that she, Ben

Buchanan (current AB Chair) and Josh McLennon (AB Secretary) have also had constructive discussions outside the meetings.

One member of the AB has had to step down and various mechanisms for replacement were considered. It was felt important to ensure that there remains the widest possible representation of different IP sectors. The current AB is larger than originally intended, so there is scope to wait until there are more vacancies before undertaking further recruitment. The Terms of Reference provide for a 3 year term and it will be important to manage a steady turnover of members, rather than wholesale replacement every 3 years.

Ben Buchanan may be stepping down as Chair after completing a year in this position. It will be for the AB to choose their new Chair.

Action: ARB to discuss mechanisms for replacing members of the AB with BB/new Chair

AOB

IP Fed working group has been revising the Senior Leaders' Pledge for use by in-house departments and proposes to invite the IP Fed President to the next meeting of the working group in Oct/Nov to discuss this. An IPIM meeting will be convened soon to provide input to the working group.

IPIM had been approached by Tom May at the LSB seeking volunteers for "research into the lived experiences of regulated legal professionals (or aspiring regulated legal professionals) of counter-inclusive practices at work that, because of their background, make it harder to get in or get on career-wise." A response has been sent to TM and the request circulated to IPIM and the Advisory Board Secretary, but no volunteers have been identified at this time. ARB has also offered to put the request into the next IP Inclusive Updates newsletter on 27 September.

Advisory Board meeting debrief

BB gave a short summary of the earlier AB discussions: engagement with Charter signatories, events of relevance to the profession which can widen IP Inclusive's reach, understanding how the AB functions, channelling expertise into smaller working groups.

The relationship and communication between IPIM and the AB was discussed. IPIM thanked the AB for its input so far, recognising that the arrangement was only in its first year and open to development based on our ongoing experiences. It was noted that IPIM would find it useful to have more time for discussion with the AB. It was agreed that the AB's involvement with the 2022-23 business plan was very helpful, and as a result, improving engagement with both Charter signatories and currently under-represented groups (such as paralegals and business support professionals) had been included in the plan; however it was not possible to adopt all suggestions due to limited resources. The AB can also help in working out how to implement the actions proposed in the plan.

It was suggested that it may be helpful to have an IPIM member as rapporteur at some or all AB meetings. In addition, separate AB working groups may aid dialogue with IPIM. The AB will canvas its members further on these issues.

It was noted that the diversity amongst members of the AB brought a variety of perspectives, such that there can be differences of opinion which can be fed back in the advice to IPIM. It is important that IPIM does not always hear a consensus view as it wishes to take account of different requests and needs within the IP community.

Date of next IPIM meeting

Action: ARB to arrange another meeting soon, to discuss the issues being considered by the IP Fed D&I working group ahead of its meeting with the IP Fed President