

COPYRIGHT AND EDUCATION WORKING GROUP **Terms of Reference – 19 January 2015**

Purpose

The BCC has identified a common interest in copyright education and in advancing the cause of copyright education and awareness. A Working Group of BCC Members has come together to promote:-

Greater awareness and understanding of copyright through:

- Education on copyright for creators, rights holders and the creative industry;
- Education on copyright within the education system at all levels;
- Promoting the value and benefits of copyright to the general public.

To achieve this; the Group may develop and make recommendations to the BCC and upon approval implement, if appropriate, proposals to:-

- Highlight ways in which the BCC and CEWG, itself can promote copyright education and increased awareness of the value of copyright.
- Encourage each BCC member to share its knowledge and experience of initiatives around copyright education and to encourage members to undertake initiatives for the promotion of copyright education, particularly in relation to creators and performers and others in their industry sector.
- Identify and share information on external educational initiatives, from which BCC Members might benefit, or in which they might participate.
- Liaise with other groups/organisations working in this area e.g. Education Licensing Working Group linked to the Copyright Hub.
- Engage with IPO and other UK Government departments, EU and WIPO, on all matters relating to copyright education and awareness.

BCC Internal

i) Guidance on setting up the Working Group

All BCC Working Groups (committees) act as sub-committees of the BCC's Board and include at least one Director.

The Working Group must appoint a Chairman. For reasons of accountability and good communication this should ideally be a BCC Director. The Chairman chairs the meetings, reports to the Council when required and is answerable to the BCC's Board.

The Working Group must appoint a Secretary. The Secretary's role is to keep the minutes of the Group. The minutes are to be made available to all BCC Members and are not only for Working Group Members. The BCC's CEO is responsible for meeting arrangements, preparation of the agenda, circulation of papers (in consultation with the Chairman and Secretary of the Working Group) and will attend meetings when available.

No funds will be allocated by the BCC to be spent on taking forward initiatives or actions resulting from the Group's work. Any recommendations for initiatives which require funding must be put to the Board with proposals for how funds can be raised and the approval of the Board secured prior to any BCC funding commitments being made.

ii) Structure

The Chairman of the Working Group is Nicola Solomon who is responsible for reporting on behalf of the Group to the BCC's Board and to the Council.

The Working Group's Secretary is Isabelle Doran.

The Group's founding members are:- Deborah Annetts – ISM, Vick Bain and Catherine Pocock – BASCA, Ken Brookes – CIOJ, Isabelle Doran – BAPLA, Andy Finney – The RPS, Barbara Hayes – ALCS, Sarah Osborn – MPA, Reema Selhi – DACS, Nicola Solomon – Society of Authors, Denise Swanson – BIPP, Professor Adrian Sterling – BCC Emeritus Vice President.

Each member of the Group has one vote. One representative per organisation may attend meetings.

Multiple representatives may receive communications.

Communication within the Group is via e-mail. Meetings are to be held on a regular basis dependent on the Group's work programme.