

## **INDEPENDENT CODE REVIEW BRIEF FOR AN INTERN/ASSISTANT**

### **Summary**

To work with the Independent Code Reviewer on his Call for Evidence.

Work to include building a database of contacts, liaison with CMO, User and Rights holder interests to ensure promotion of the Call for Evidence. Management of the survey process to include input into design of the survey, collation and analysis of data, preparation of findings.

Also to assist with other forms of research e.g. interviews, mystery shopping, literature review, needed to complete the Review and to be agreed with the Reviewer.

The Intern/Assistant will function independently and is expected to operate from their own office or home, though with some meetings and other work taking place, by agreement with the Reviewer, in the office used by the Independent Code Review in London EC1. Most of the contact with the Independent Code Reviewer will be via e-mail or telephone. Secretariat support is provided to the Independent Code Review by the British Copyright Council (BCC).

The Intern/Assistant will work on a freelance basis and will not be employed directly by the British Copyright Council (which is the contracting party for the Independent Code Review). The Intern/Assistant will have a contract for services with the BCC but will answer directly to the Independent Code Reviewer.

### **Time requirement and duration**

The services of the intern/assistant will be required one or two days a week between November 2013 and May 2014.

Terms and fee are for negotiation.

### **Skills**

- **Work under own initiative**
- **Communication skills**
- **IT literate – including database management and familiarity with online survey software**
- **Research skills**
- **Legal knowledge preferred**

### **British Copyright Council**

The British Copyright Council is an association of bodies representing those who create, hold interests or manage rights in literary, dramatic, musical and artistic works, films, sound recordings, broadcasts and other material in which rights of copyright or related rights subsist under the United Kingdom's copyright law (Copyright, Designs and Patents Act 1988 as amended) and those who perform such works.

## **Independent Code Review**

The majority of UK CMOs are members of the BCC which oversaw the development of a framework document "Principles for Collective Management Organisations' Codes of Conduct" which has been endorsed by the full BCC and adopted by CMOs. Using the Principles, each CMO has now developed and published its own code which includes scrutiny by an Independent Code Reviewer.

The purpose of the Review is to assess, in the light of evidence submitted to the Reviewer, and relevant Regulations, whether:

- "1.1 the BCC Principles remain fit for purpose, having regard to, amongst other factors, HM Government's Minimum Standards for UK Collecting Societies (as published in October 2012); and*
- 1.2 the UK CMOs' respective codes are compliant with the BCC Principles."*

The Review starts on the 1<sup>st</sup> November 2013 and a Report by the Reviewer will be published by the end of May 2014.

## **Independent Code Reviewer**

Walter Merricks, CBE is the Independent Code Reviewer.

Walter is also the Service Complaint Adjudicator for the Legal Ombudsman, a Commissioner of the Gambling Commission, a non-executive director of Ombudsman Services Ltd, Chair of the Trustee Board of the Academic of Medical Royal Colleges and a trustee and non-executive director of JUSTICE.

## **How to apply**

Please send your CV to [info@independentcodereview.org.uk](mailto:info@independentcodereview.org.uk) marked for the attention of Janet Ibbotson, Chief Executive Officer, British Copyright Council