

# IPIM meeting 13 November 2025: Action minutes

*Meeting convened via Zoom*

Present: James St Ville (IPIM Chair), Clair Curran (IPIM Secretary), Gordon Harris (IPIM Treasurer), Andrea Brewster (Lead Executive Officer), Ese Akpogheneta, Alicia Chantrey, Michael Silverleaf

Apologies: Robert Andrews, Julie Dunnett, Lesley Evans

## **Register of interests (standing agenda item)**

Michael had notified Andrea before the meeting of an addition to his entry.

**Actions:**

- Andrea to update and republish the register to reflect this.
- ALL to keep under review and inform Andrea of new updates when necessary.

## **Review of matters arising & actions outstanding from 23 September 2025 meeting**

### ***Actions progressed:***

- James had reached out to his Counter Culture contact Keith Arrowsmith, with the aim of setting up an initial meeting.
- Clair had begun organising the 2026 meeting schedule, including a hybrid meeting in January, and Andrea had been liaising with potential hosts about a date for the 2026 annual meeting.
- Lesley had prepared proposals regarding IPIM membership term, succession planning and the appointment of officers: see separate agenda item below.

**Actions:**

- Clair to continue organising 2026 meetings, liaising with the Advisory Board as appropriate.
- Andrea to fix a date and venue for the 2026 annual meeting.

## **HR update (standing agenda item)**

Christmas bonuses were agreed for both employees, as provided for in the 2025-26 budget.

IPIM agreed a proposal from Andrea to start gradually reducing her hours and correspondingly increasing Anne's and/or Helen's (according to their preferences). This would begin with a reduction in Andrea's contracted hours from 20 to 18 a week and an increase in Anne's weekly hours from 16 to 18. Andrea and Anne would agree beforehand which parts of the LEO workload were to be transferred to take account of

the change. The new arrangement would take effect from 1 December 2025. It would bring a small reduction in IPIM's monthly HR expenditure.

**Actions:**

- Andrea to liaise with Anne and Helen to implement this change, and to keep IPIM informed as to how the new arrangement is working.**
- Andrea to ensure that IPIM complies with clause 8.5 of its constitution in terms of the information it publishes about executive staff roles and remuneration.**

### **Financial update (standing agenda item)**

Cash flow was healthy. Donations were generally coming in at a similar level to last year, with some increases.

In the latest figures, "Donations for specific projects" included targeted support for the Careers in Ideas Mentoring Hub MentorLoop subscription. So far Mewburn Ellis and Kilburn & Strode had each sponsored a six month period; further such donations would be sought.

Gordon acknowledged the hard work of Andrea, Anne and Helen in maintaining fundraising levels in a difficult climate.

### **Advisory Board update (standing agenda item)**

The meeting discussed input provided by the Advisory Board from their 29 September 2025 meeting and from the joint meeting earlier that afternoon, including about promoting Careers in Ideas and about strengthening and widening stakeholder engagement. Suggestions regarding (a) a potential dedicated comms committee and (b) stakeholder mapping were thought to be particularly suitable for pursuing during 2026.

**Actions:**

- ALL to seek views on the Advisory Board input from Robert, Julie and Lesley, who were not at the meeting.**
- Andrea to approach Advisory Board member Ben Buchanan, who had volunteered to help with stakeholder mapping, about undertaking a basic mapping exercise with her, Anne and Helen during 2026.**

### **Lesley's paper on internal IPIM matters**

Since Lesley had been unable to attend, it was agreed to postpone discussion of her proposals on IPIM membership term, succession planning and the appointment of officers.

**Action:**

- Andrea to ensure this item is included in the agenda for the next meeting.**

### **Date of next meeting**

Thursday 29 January 2026, 4 pm

- hybrid meeting hosted by Mewburn Ellis at 8 Bishopsgate, London EC2N 4BQ and online