

IPIM meeting 4 March 2026: 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, Robert Andrews, Alicia Chantrey, Julie Dunnett, Lesley Evans, Michael Silverleaf

Register of interests (standing agenda item)

James, Gordon and Julie had notified Andrea before the meeting of changes to their entries. Andrea's, Ese's and Julie's involvement in the Expert Advisory Group for IPReg's 2025-26 Education Review would also need to be added.

Actions:

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

Review of matters arising & actions outstanding from 29 January 2026 meeting

Actions progressed:

Email exchanges in preparation for the meeting had established that:

- Lesley had progressed all her actions in communications with the Advisory Board, in particular through attending their 25 February 2026 meeting.
- Andrea had:
 - Updated the Register of Interests;
 - Spoken with Ben Buchanan about stakeholder mapping, with a view to setting up a meeting;
 - Reduced her weekly hours from 18 to 16 – and correspondingly increased Helen's from 12 to 14 – with effect from 1st February (see HR update below); and
 - Submitted an IP Inclusive response to the LSB consultation on encouraging a diverse legal profession, prepared with input from IPIM, the Advisory Board and the IP Inclusive communities.
- James had been communicating with Karen Newman at Pro Arts Plus, who had provided a proposal for reviewing and/or assisting IPIM's existing accountants; he and Andrea would discuss this further offline. He still wished to speak with Counterculture to compare their suggestions with Karen's.

Actions outstanding:

- **James to set up a meeting with Counterculture.**
- **Andrea to look into the accountants used by Jonathan's Voice.**
- **James, Gordon, Andrea and Anne to liaise over a potential change of accountants.**

HR update (standing agenda item) (Andrea)

All going well with the new executive team working arrangements. Andrea now contracted to work 16 hours a week, Anne 18 and Helen 14. Andrea had been able to delegate more of her work, including relatively high-level projects, to Anne and Helen.

Financial update (standing agenda item) (Gordon & Andrea)

No major changes since the last meeting. Cash flow remained healthy and progress continued towards the fundraising target.

Advisory Board update (standing agenda item) (Lesley)

Lesley had circulated draft minutes from the 25 February Advisory Board meeting. It had been Jodie Bates's first meeting as Chair and there was a high level of attendance in a show of support.

The Board were interested in exploring how best to interact with IPIM. Lesley recommended letting Jodie collate their ideas for future discussion. A suggestion that an Advisory Board member might join IPIM meetings as an observer was generally welcomed.

The Board had offered useful suggestions regarding a potential central comms task force and also on perspectives that might be useful for "horizon scanning" purposes.

Board members would be providing feedback on the user experience of the IP Inclusive website, via an online survey. Feedback from other groups could be sought once funds for an upgrade had been secured.

James offered to invite Jodie Bates and Anne Burgato to lunch with himself and his Chambers Director Ben Newham, to share ideas and information about the business support professionals' working group which Jodie and Anne were running.

- Actions:**
- **Lesley to continue to liaise with the Advisory Board over the above issues.**
 - **Lesley to ask the Board for their website survey questions and raw response data as well as their summarised feedback.**
 - **James to organise a lunch with Jodie, Anne and Ben.**

Preparations for 2026 annual meeting (Andrea)

Planning was well underway. The format would return to the pre-anniversary style, with updates from the communities and working groups followed by discussions about future plans. James would present the IPIM update and chair the AGM section. Hosts Bird & Bird had been very helpful and supportive.

Gordon would be joining online. Robert would be unable to attend and offered his apologies. Andrea urged everyone who was attending to sign up via Eventbrite.

- Actions:**
- **Andrea to recirculate the meeting invitation and Eventbrite link; ALL to sign up using this if they intended to join the meeting.**
 - **Gordon and Andrea to establish contingency plans for Gordon's financial update in case of problems with his online connection.**

Update on delivery of 2025-27 business plan (Andrea & Lesley)

Andrea gave an update on the executive team's progress towards the 2025-27 business plan objectives.

This included work to improve support for the communities and cross-community collaborations; work on IP Inclusive's comms, event promotion and stakeholder mapping; an ongoing review of the Charter and Senior Leaders' Pledge schemes; working groups as precursors to new communities for business support professionals and men in IP; Women in IP's mentoring scheme pilot; preparations for *Summer of IP 2026*; development of the Careers in Ideas Mentoring Hub; and the new EDI data gathering toolkit.

The team now met quarterly to share business plan progress and strategies.

- Action:**
- **ALL to respond to the Charter review consultation when Lesley sends it.**

Any other business

There was a brief discussion regarding representation of IP Inclusive, and EDI more generally, at this year's INTA conference in London. Andrea had been in touch with the organisers and may be able to secure a speaking slot for a member of our Women in IP community. Gordon and Ese were already registered to attend the conference.

- Actions:**
- **Ese to speak with her INTA contacts regarding IP Inclusive involvement and the inclusion of EDI-related content.**
 - **Andrea to continue liaising with INTA and Women in IP regarding a speaking opportunity.**

Date of next meeting

AGM, incorporated into the annual meeting on Wednesday 22 April 2026, 2 to 4 pm, at Bird & Bird.

London: 12 New Fetter Lane, London EC4A 1JP

Online: access details via Eventbrite registration