



The Institute of Professional Investigators

Jubilee House, 3 The Drive, Brentwood, Essex CM13 3FR

Minutes of the IPI Annual General Meeting
Held on Friday 25th October 2019, 0930 at Regus, East Midlands

Present: Richard Cumming, Brian Collins, Steve Smith, John Bateman, Sue Ward & Dick Smith

1. Introduction & Apologies:

Glyn Evans, Michael Pettitt, Si Smith, Valerie Thompson, John McNally, Keith Coventry, Misha Hebel, Richard Newman, Richard Lee.

2. Principals address;

Firstly, we want to improve our accessibility to new and existing members by upgrading the website and making the application process more straightforward including slightly different membership categories – more on this later following our Article changes. Secondly, we want to step into the vacuum left by the Government in its inability to regulate private investigators. We propose to issue different ID cards to investigators who have met the Government criteria for the regulation of PI's but never enacted. We hope that this will assist existing members and attract new members who have attained the Level 3 qualification but have been let down by the Government. Thirdly, we want to create a new category of Corporate Membership. Fourthly, we are streamlining our admin to cut costs and release funds for growth in these and other areas. Fifthly, we are expanding the training available to members and others outside the Institute to offer Continued Professional Development and specialised courses on Open Source Intelligence etc. Part of this will also be the reinstating of the Level 3 qualification which had to be suspended after a dispute arising through a former Board member who has since been suspended. Finally, we are in the process of streamlining communication with members to improve cohesion and make the IPI an institute we can all be proud to be a part of. Draft articles or just suggestions are welcomed for these circulations.

3. Minutes of last year's AGM

These were read and reports were given on the 2 outstanding AOB items; John Bateman updated that LinkedIn failed to generate any new membership and Brian Collins is already reviewing the way the IPI promote itself and will be moving on Varsity. Both items were now deemed closed.

Proposed - Richard Cumming, seconded by Susan Ward.

Approved – Unanimous

4. Adoption of Accounts and Treasurers Report including membership

In the absence of the treasurer, Steve Smith updated the meeting reading the treasurers report; As at 31/03/2019 the IPI balance stood at £16,299.00. A full set of Accounts for Year Ending 31st March was circulated to the meeting. There was a deficit of £11362 for the year and so the Board have made it a priority to address both the deficits and

income generation. It can be seen that the loss of the IPI ability to accredit the courses provided has resulted in a much lower uptake of courses than in previous years (£6505 in year ending March 2019 compared to £21,125 for the year ending March 2018). This is being addressed and it is hoped that the IPI will soon be in a position to accredit courses again.

Major deficits that have already been addressed are;

- Reduction of monthly website costs by 50%.
- Reduction of management costs by 65%.
- The Board are looking to improve the current virtual office deal from July 2020 to save circa £140 pm
- The Board are looking to improve accountancy fees.

There are also savings to be made in relation to management of the IPI training courses

On the income side, the Board are actively seeking ways to increase membership; the accreditation of courses is key, additionally the Board are looking to find innovative ways to improve the membership offer and further work is ongoing in relation to bringing in fees for Corporate Membership following Article changes. The Board are trying to chase down members who have not paid to date, as a significant number (43) owe subscriptions.

The Board are confident that the IPI will flourish with these changes and the positive signs are already there, showing a funds increase in the IPI account from the end of March 2019 to this current time (£19011.12).

The breakdown on our current level of membership is; - 130 members although 43 remain to pay since April 2019 (non-payers have been temporarily removed from the online directory). The 130 is made up as follows; Members 100. Associate Members 8. Fellows 22. (Life Members (13). Companion (1) and Honorary (6) Members do not pay).

Dick Smith raised the issue of the website cost. SS responded that it included operating the training courses, receiving membership and PayPal payments as well. Dick Smith requested that this be broken down in next year's report.

Proposed - Richard Cummings, seconded Brian Collins.

Approved – Unanimous

5. Election of Directors

Previously circulated - Steve Smith and Glyn Evans

Proposed – Board, seconded Sue Ward

Approved – Unanimous

6. Training Report

Steve Smith gave an overview of the situation in respect of Proqual Awarding Organisation and Stephen Langleys involvement which has been referred to Ofqual for

assistance. Your Board have already made the decision to return to the IQ Awarding Organisation and steps are in hand to progress this. The current foundation and tracing courses are still popular and thanks to David Palmer and Duncan Place for the work and support that they provide to this function. The Board intend to pursue CPD training and associated courses in due course as well as endorsing external providers once the Articles are amended.

7. Amending of current IPI Articles

Previously circulated

Proposed – Board, seconded Dick Smith

Approved – Unanimous

8. Any other business

- Dick Smith requested that in the interests of members wishing to employ investigators in other countries that the board consider affiliation to IKD as the ABI are also affiliated to them.
- Steve Smith informed the meeting that the Board had elected David Palmer as a Companion (Life Member) of the IPI from today and showed the meeting his certificate of appointment which will be forwarded to him in due course.
- Richard Cumming asked that the Secretary- General send a Principal medal to Barbara in respect of Brendan's service. He also will have his details added to the IPI Principals chain of office.
- Brian Collins then proposed a vote of thanks seconded by Richard Cumming to Steve Smith for his input on training and Glyn Evans in taking on the role in these difficult times.

9. Date and Time of next meeting

Thursday 29th October 2020 – location to be confirmed.

Meeting closed at 1125.