

MetFilm School

Board Meeting Summary

CONFIDENTIAL

Date:	14/12/2022
Time	15:00– 18:00
Location	Online (MS Teams)

Attendees

Gavin Roberts	Investor Director
Jonny Persey	Director
Christine C	Company Secretary
Tim Theobalds	Chief Financial Officer
David Howell	Chief Executive Officer
Alice Hynes	Senior Independent Director
Sally Joynson	Independent Director
Sandra Bekvalac	Servicing Officer
John Woodward	Chair
Katharina Koall	Dean (In Attendance)
Liyun Yi	Finance Director (In Attendance)

Apologies

Thomas Høegh	Investor Director
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1. Chairperson's opening

1.1 John Woodward was appointed chairperson of the meeting and chaired the meeting throughout. The Chairperson noted that a quorum was present and declared the meeting open.

2. Chair's Actions

2.2 Members were asked to note the following Chair's Actions:

- Board noted the signed Prevent Declaration.
- Board noted the OfS Prevent Monitoring Return.
- Board noted the Prevent Duty Action Plan 2022.

3. Minutes and Matters Arising

3.1 The minutes of the October 2022 meeting (the “**October 2022 Minutes**”) had been reviewed and were approved.

3.2 The CEO gave a brief verbal update on matters arising.

4. Discussion Points

- a. Minutes of the MetFilm School Executive Meeting (Executive)
- b. Minutes of Academic Board
- c. MetFilm School Update
- d. Safeguarding in Production
- e. Evaluation of the Initial Impact of the Statement of Expectations
- f. OfS Harassment and Sexual Misconduct Roadmap 2022-23
- g. Governance Manual
- h. MetFilm 2022-23 Business Plan
- i. Ealing Studios Revamp Mitigations Paper
- j. AOB