

# MetFilm School

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## Board Meeting Summary

Date:	30/03/2023
Time	15:00– 18:00
Location	Online (MS Teams)

Attendees	
Gavin Roberts	Investor Director
Jonny Persey	Director
David Howell	Chief Executive Officer
Alice Hynes	Senior Independent Director
Sally Joynson	Independent Director
Sandra Bekvalac	Servicing Officer
John Woodward	Chair
Thomas Høegh	Investor Director
Benjamin Clarke	Arts Alliance representative (In Attendance)
Liyun Yi	Finance Director (In Attendance)

Apologies	
Christine Cordon	Company Secretary

### 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 MetFilm School Limited Financial Statements.

### 3. Minutes and Matters Arising

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

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

### 4. Discussion Points

- Minutes of the MetFilm School Audit Committee
- Annual Report to the MFS Board on the Audit Committee Effectiveness and Activities
- Minutes of the MetFilm Executive Committee (Executive)
- Minutes of Academic Board
- MetFilm School Executive Update
- Project Update
- Strategic Initiatives Paper
- Leeds Expansion Paper
- Ealing Studios Building Works Update
- Sector Update
- OfS Harassment and Sexual Misconduct Roadmap 2022-23 – Board Update
- Office for Students (OfS) Consultation on a new approach to regulating harassment and sexual misconduct in English higher education

- m. OfS Prevent Accountability and Data Return 2021-22 OfS Conclusion
- n. OfS Conditions of Registration – Compliance Spreadsheet
- o. CUC Compliance Matrix
- p. Governance Manual
- q. MetFilm Self Evaluation Document and Quality Improvement Plan 2021-22
- r. Strategic Risk Register
- s. AOB