

MetFilm School

Board Meeting Summary

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

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| 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) |

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| 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