



# Board of Directors

Minutes of the meeting held on 14<sup>th</sup> September 2021

Point Blank Music School - Zoom

## **In attendance**

Jules Brookes – Director, Head of Provider, Chair  
Andrew Gower – Non-Executive Director  
Keith Harris - Non-Executive Director  
Peter Black – Non-Executive Finance Director  
Rob Cowan – Director, CEO  
Anwar Hamad – General Manager, Clerk

## **Apologies**

None

## **Welcome**

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- i. The Chair welcomed the members to the meeting.

## **Matters arising and adoption of previous meeting minutes**

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- i. The minutes from the previous minutes were reviewed and the following points were noted:
  - a. The Board agreed that Point Blank's non-HE courses (currently known as 'practical courses') are to be rebranded as 'professional courses'.
  - b. The date from the previous minutes is to be updated.
- ii. There were no other matters arising and the previous minutes were adopted.

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## Items for report and discussion

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### Head of Provider's Report

- i. In the Audit and Value for Money Committee, the Head of Provider highlighted that although the School had more students in Q2 2021 in comparison to the last year, the School has experienced a significant decrease in recruitment since July 2021. Reasons for this downturn include:
  - a. Brexit – EU students can no longer access funding from the Student Loans Company from July 2021 and also now require a visa to study in the UK. This accounts for approximately a 10 – 15% decrease.
  - b. International students are struggling to come to the UK, especially if they are from a country currently on the Covid-19 restrictions 'red' list. This accounts for approximately a 10% decrease.
  - c. Lack of student confidence in general as a result of the pandemic.
- ii. The Head of Provider met with the Admissions department to understand the current climate further and identified two key areas for internal process improvement which have been actioned.
- iii. The CEO provided an update on the planning application for Penn St expansion which is still ongoing. As there has been further delay in receiving a decision, the School is considering alternative premises in Hackney and other boroughs.

### Review report from the Academic Board

- i. The report from the Academic Board was reviewed and the following points were noted:
  - a. The Head of Provider noted that the School is keen to continue with elements of blended learning / remote access for future delivery although students will be encouraged to come onto campus to benefit from the classroom learning experience.
  - b. The Board considered the student feedback relating to the Record Label. The Board is keen to make sure that the perception of the Record Label matches the reality, which is that it is welcoming of all musical styles and genres.

The work of the Academic Board was commended by the Board of Directors, noting that it was helpful to have developed proposals for consideration by the Board which took account of staff and student feedback.

### Review report from EXCO

- i. The report from the Executive Committee was reviewed and the following points were noted:

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- a. The General Manager provided an overview of the NSS working group which has been tasked to responding to feedback in the NSS.
- b. A Non-Executive Director noted that the School should consider introducing an equipment policy for working from home.

### **Adapt the Management accounts for the quarter ended 30/06/2021**

- i. The management accounts were adopted.

### **Discuss any recommendations resulting from the Audit Committee Meeting**

- i. The amendments to the risk register were also noted in this committee.

### **A.O.B**

- i. The Non-Executive Directors would like to pass on their thanks to the PB team for their hard work.
- ii. The Board agreed that they would like to hold the next meeting in person.

### **Dividends**

- i. Dividends to the holding company were approved for payment as per budget and in accordance with the performance of the School.

### **Actions Table**

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No.	Action	Deadline	Assigned to
1	Conduct feedback with students regarding the record label	Before next meeting	General Manager / Marketing Department
2	For the Academic Board to craft proposals for consideration by the Board of Directors that responds to the feedback of students and staff.	Before next Academic Board	General Manager



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Jules Brookes, Director, Head of Provider, Chair