

Minutes of a Meeting of the Board of Directors  
of South Bank University Enterprises Ltd  
Held at 3pm on Wednesday 10 December 2014  
in Room DCG08, Clarence Centre for Enterprise and Innovation,  
St George's Circus, London, SE1

**Present**

James Smith            Chairman  
Richard Flatman  
Paul Ivey  
Gurpreet Jagpal      Interim CEO

**Apologies**

Julian Beer

**In attendance**

Michael Broadway    Governance Manager  
Rebecca Warren      Accountant for South Bank University Enterprises Ltd.

**Welcome and apologies**

1. The Chairman welcomed the Paul Ivey to his first meeting. Apologies had been received from Julian Beer.

**Declarations of interest**

2. No interests were declared in any item on the agenda.
3. The Chairman reiterated to the Board that he was Chairman of the Carbon Trust and Chairman of the Conservatoire of Dance and Drama. Both interests had previously been declared and authorised by the Board.

**Minutes of the meeting of 5 November 2014**

4. The Board approved the minutes of the meeting of 5 November 2014.

**Matters arising**

5. All matters arising from the last meeting had been completed.

### **Appointment of Paul Ivey as a director**

6. The Board appointed Paul Ivey as a director of the company with immediate effect (paper **UE.25(14)**).

### **Future role of the company**

7. The Board discussed Prof Paul Ivey's, Pro Vice Chancellor (Research and External Engagement), initial thinking on the future role of the company, which included: 1) managing international partnerships; 2) managing "spin in" companies; and 3) developing student enterprise opportunities. A further update would be provided at the meeting of 18 March 2015.

### **CEO's report**

8. The Board discussed the CEO's report, which updated the Board on the business development pipeline, the ERDF project and occupancy rates of Clarence Centre for Enterprise and Innovation (paper **UE.26(14)**).
9. The Board noted the management accounts to 30 November 2014 and requested the next level of detail in future reports.
10. The Board noted the risk register for University Enterprise.

### **Outline ideas for European Structural Investment Fund (ESIF)**

11. The Board discussed six project ideas to bid for ESIF funding in 2015 (paper **UE.27(14)**). The projects were aligned to current enterprise activity at the University.

### **Intellectual property and spin out company matters**

12. The Board noted an update on intellectual property (IP) and spin out company matters (paper **UE.28(14)**). The management of IP and the format of the report would be reviewed.

### **South Bank University Enterprises Ltd bank signatories**

13. The Board approved proposed amendments to bank signatories which would bring the company in line with the University (paper **UE.29(14)**). The Board approved Natalie Ferer and Ralph Sanders as group A signatories and Paul Ivey as a group B signatory.

**Date of the next meeting**

14. The date of the next meeting was noted as 18 March 2015 at 3pm.

The Chairman closed the meeting.

Approved as a true record:

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Chairman