

Meeting of the South Bank University Enterprises Ltd Board

2.00 pm on Tuesday, 23 July 2019
in Clarence Centre for Enterprise and Innovation

Agenda

| <i>No.</i> | <i>Item</i> | <i>Pages</i> | <i>Presenter</i> |
|------------|---------------|--------------|------------------|
| 11. | Tenant report | 3 - 8 | LC |

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| | CONFIDENTIAL |
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| Paper title: | Update on tenant arrears for the Executive |
| Board/Committee: | SBUEL Board |
| Date of meeting: | 23 July 2019 |
| Author(s): | Linsey Cole – Associate Director, Enterprise and Entrepreneurship Adrian Tindall – Tenant Manager |
| Sponsor(s): | Professor Paul Ivey – Deputy Vice Chancellor and Chief Business Officer |
| Purpose: | For Information |
| Recommendation: | The Board is requested to note the latest update on tenant rent and debt |

Executive Summary

This paper summarises the latest position in terms of rentals and levels of debt from tenants.

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Tenant Update – SBUEL Board July 2019

- Progress with moving tenants onto the new leases has been successful, with only two outstanding that should be completed by the end of July. All leases are held centrally by GovLegal.
- As yet, we have not secured agreement from the Executive to finance the necessary refurbishment and upkeep of the Clarence Centre. This investment was originally requested through the Align process but has now gone back to the Executive. Without this investment, rents will stagnate and income will not be achieved in line with agreed forecasts
- The 8th Floor of the Keyworth Centre was handed back to the University on 17th June as part of the Estates redevelopment. There will be a shortfall in the Venue hire income target for 18/19 and 19/20 as a result.
- Tenant engagement continues to accelerate with 25 companies engaging on 46 occasions. Recent instances include providing keynote speeches for the PGR Summer School and Celebrate Enterprise event and a KTP through the School of Engineering.

Included with this update are two documents:

- Tenant breakdown showing occupancy and rental value.
- Breakdown of tenant arrears as of 17th July 2019. Key points to note:
 - o Overall arrears up £55K on 17/18
 - o 90+ day arrears up £29k on 17/18 due to a large tenant debt from an individual tenant. This tenant debt is being managed and will be cleared in August 2019.
 - o 30-89 day arrears has increased by £24K in year but invoices are now being paid quicker.
 - o Arrears is being more effectively managed between REI and the Income team within Finance through a clearer, consistent approach to non-payment.

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| Company | Customer Number | Building | Room/R | Size sq ft | Rate being paid | Yearly | Monthly | Annual Profit/Loss | Annual cos | Percentage | Frequency | Quarterly rent | Base rate | Poor condition Discou | As of July 2019 |
|---------------------------------|-----------------|-----------------|---------|------------|-----------------|------------|-----------|--------------------|------------|------------|-----------|----------------|-----------|-----------------------|---|
| CareTrade | 2292 | Clarence Centre | DC207 | 312 | £46.13 | £14,391.00 | £1,199.25 | £351.00 | | 2.44% | Monthly | | C | | Standard rate Per Sq ft for the CC |
| Red Lantern Digital Media | 2358 | Clarence Centre | DC206 | 312 | £50.00 | £15,600.00 | £1,300.00 | £1,560.00 | | 10.00% | Monthly | | C | | Standard rate Per Sq ft for the TP |
| GES | | Clarence Centre | DC205 | 312 | | | | -£14,040.00 | £13,664.93 | | | | C | | |
| GES | | Clarence Centre | DC209 | 786 | | | | -£35,370.00 | £34,425.12 | | | | C | | |
| Images and Co | 2251 | Clarence Centre | DC204 | 312 | £45.15 | £14,086.80 | £1,173.90 | £46.80 | | 0.33% | Monthly | | C | | Local cost of Prime office space |
| Silicon rhino | 2548 | Clarence Centre | DC203/D | 710 | £45.00 | £31,950.00 | £2,662.50 | £0.00 | | 0.00% | Monthly | | C | | What we charge for office space |
| QTS training/Sigma | 2520 | Clarence Centre | DC107 | 312 | £50.00 | £15,600.00 | £1,300.00 | £1,560.00 | | 10.00% | Monthly | | C | | |
| School Explained | 2336 | Clarence Centre | DC106 | 312 | £50.00 | £15,600.00 | £1,300.00 | £1,560.00 | | 10.00% | Monthly | | C | | Annual Cost of space used by LSBU |
| Law in sport | 2714 | Clarence Centre | DC105 | 312 | £55.00 | £17,160.00 | £1,430.00 | £3,120.00 | | 18.18% | Monthly | | C | | Annual cost of Discounts |
| Collaborate | | Clarence Centre | DC104 | 312 | | | | -£14,040.00 | £13,664.93 | | | | C | | |
| Johnson Ribbolla | 2339 | Clarence Centre | DC103/D | 624 | £47.25 | £29,484.00 | £2,457.00 | £1,404.00 | | 4.76% | Monthly | | C | | Base Rates: |
| Active communities | 2488 | Clarence Centre | DC115/1 | 1022 | £50.05 | £51,150.00 | £4,262.50 | £5,160.00 | | 10.09% | Monthly | | C | | Base Rate A: Technopark offices under 200 sq ft |
| Applied Sciences University | | Clarence Centre | DCG06 | 322 | | | | -£14,490.00 | | | | | C | | Base Rate B: Technopark offices over 200 sq ft |
| Breathe Art Research | 2283 | Clarence Centre | DCG04 | 323 | £47.25 | £15,261.72 | £1,271.81 | £726.72 | | 4.76% | Monthly | | C | | Base Rate C: All CC offices |
| Hub | 2314 | Clarence Centre | DCG03 | 322 | £45.29 | £14,583.48 | £1,215.29 | £93.48 | | 0.64% | Monthly | | C | | Blackwells |
| Wine fusion | 2248 | Clarence Centre | DCG02 | 350 | £42.86 | £15,000.00 | £1,250.00 | -£750.00 | | -5.00% | Monthly | | C | | Base Rate D: All CC retail units |
| Internal (legal advice) | | Clarence Centre | DCG17 | 463 | | | | -£20,835.00 | £20,278.41 | | | | C | | |
| Internal (legal advice) | | Clarence Centre | DC118 | 409 | | | | -£18,405.00 | £17,913.33 | | | | C | | |
| Naked creativity | 2218 | Clarence Centre | DCG18 | 409 | £50.00 | £20,450.00 | £1,704.17 | £8,180.00 | | 40.00% | Monthly | | D | | |
| Naked Creativity / Captain cyan | 2218 | Clarence Centre | DCG18/D | 883 | £42.89 | £37,872.00 | £3,156.00 | £11,382.00 | | 30.05% | Monthly | | D | | |
| Power to change | 2434 | Clarence Centre | DC121/D | 1216 | £50.00 | £60,800.04 | £5,066.67 | £6,080.04 | | 10.00% | Monthly | | C | | |
| On Campus | | Clarence Centre | DC301 | 775 | £50.00 | £38,750.04 | £3,229.17 | £3,875.04 | | 10.00% | Monthly | | C | | |
| On Campus | | Clarence Centre | DC302 | 312 | £58.91 | £18,380.04 | £1,531.67 | £4,340.04 | | 23.61% | Monthly | | C | | |
| F and F | 2395 | Technopark | 2B01 | 171 | £45.00 | £7,695.00 | £641.25 | £855.00 | | 11.11% | Monthly | | A | | |
| Operational Intelligence | 2715 | Technopark | 2B03 | 180 | £45.00 | £8,400.00 | £700.00 | £1,200.00 | | 14.29% | Monthly | | B | | |
| Vacant but Under Offer | | Technopark | 2B04 | 400 | | | | | | | | | B | | |
| Pro Bono Economics | 2600 | Technopark | 2B06 | 188 | £38.30 | £7,200.00 | £600.00 | -£320.00 | | -4.44% | Monthly | | A | | |
| Try Tag Rugby | 2246 | Technopark | 2B07 | 400 | £45.00 | £18,000.00 | £1,500.00 | £2,000.00 | | 11.11% | quarterly | | B | | |
| Try Tag Rugby | 2246 | Technopark | 2B08 | 176 | £40.91 | £7,200.00 | £600.00 | £160.00 | | 2.22% | Monthly | | A | | |
| QTS training/Sigma | 2520 | Technopark | 2B10 | 175 | £41.14 | £7,200.00 | £600.00 | £200.00 | | 2.78% | Monthly | | A | | |
| Biox | 2222 | Technopark | 2B11 | 400 | £39.00 | £15,600.00 | £1,300.00 | -£400.00 | | -2.56% | Monthly | | B | | |
| Try Tag Rugby | 2246 | Technopark | 2B09 | 179 | £40.08 | £7,175.04 | £597.92 | £15.04 | | 0.21% | Monthly | | A | | |
| Power to change | 2242 | Technopark | 2B12 | 187 | £45.00 | £8,415.00 | £701.25 | £935.00 | | 11.11% | Monthly | | A | | |
| TCCE | 2464 | Technopark | 2B14 | 187 | £40.04 | £7,488.00 | £624.00 | £8.00 | | 0.11% | Monthly | | A | | |
| London Youth games | 2233 | Technopark | 2B15 | 485 | £40.95 | £19,860.75 | £1,655.06 | £460.75 | | | | | A | | |
| FEI | 2274 | Technopark | 2B16 | 189 | £45.00 | £8,505.00 | £708.75 | £945.00 | | 11.11% | Monthly | | A | | |
| Luma Creative | 2524 | Technopark | 2B18 | 187 | £45.00 | £8,415.00 | £701.25 | £935.00 | | 11.11% | Monthly | | A | | |
| Protimos | 2239 | Technopark | 2B20 | 176 | £45.00 | £7,920.00 | £660.00 | £880.00 | | 11.11% | Monthly | | A | | |
| First Thought IP | 2229 | Technopark | 2B22 | 370 | £48.00 | £17,760.00 | £1,480.00 | £2,960.00 | | 16.67% | Monthly | | B | | |
| Code and Wander | 2703 | Technopark | 2B21 | 400 | £43.35 | £17,340.00 | £1,445.00 | £1,340.00 | | 7.73% | Monthly | | B | | |
| Vacant but Under Offer | | Technopark | 2B27 | 176 | | | | | | | | | A | | |
| CARA (1/4ly) | 1479 | Technopark | 2B29/2B | 915 | £25.64 | £23,460.03 | £1,955.00 | -£13,139.97 | | -56.01% | quarterly | £5,865.00 | B | | |
| FEI | 2274 | Technopark | 2B26 | 769 | £50.00 | £38,450.00 | £3,592.50 | £7,690.00 | | 20.00% | Monthly | | B | | |
| Vacant but Under Offer | | Technopark | 2C06 | 403 | | | | | | | | | B | | |
| Lisa's Law | 2616 | Technopark | 2C05 | 432 | | | | -£17,280.00 | | | | | B | £17,280.00 | |
| ALBORA TECHNOLOGIES | 2680 | Technopark | 2C10 | 948 | £21.10 | £20,000.00 | £1,666.67 | -£17,920.00 | | -89.60% | Monthly | | B | | |
| ALBORA TECHNOLOGIES | 2680 | Technopark | 2C08 | 180 | £54.57 | £9,821.80 | £818.48 | £2,261.80 | | | | | B | | |
| Input | 2321 | Technopark | 2C09/2C | 533 | £34.85 | £18,576.00 | £1,548.00 | -£3,810.00 | | -20.51% | Monthly | | B | | |
| Input | 2321 | Technopark | 2C07 | 162 | | | | -£6,804.00 | | | | | B | | |
| Vacant but Under Offer | | Technopark | 2D31 | 400 | | | | | | | | | B | | |
| Research storage office | | Technopark | 2D41 | 180 | | | | -£7,560.00 | £7,883.62 | | | | A | | |
| KBM | 2359 | Technopark | 2D35 | 561 | £43.00 | £24,122.40 | £2,010.20 | £560.40 | | 2.32% | Monthly | | B | | |
| Million + (1/4ly) | 2235 | Technopark | 2D27 | 581 | £43.61 | £25,338.00 | £2,111.50 | £936.00 | | 3.69% | quarterly | £6,334.50 | B | | |
| Centre For Mental Health | 2521 | Technopark | 2D21 | 579 | £50.00 | £28,950.00 | £2,412.50 | £4,632.00 | | 16.00% | Monthly | | B | | |
| Vanguardia | 2247 | Technopark | 2D30 | 192 | £42.00 | £8,064.00 | £672.00 | £0.00 | | 0.00% | Monthly | | B | | |
| Pro Bono Economics | 2600 | Technopark | 2D26 | 1120 | £40.71 | £45,600.00 | £3,800.00 | -£1,440.00 | | | | | B | | |
| Three Hands | 2392 | Technopark | 2D12 | 645 | £39.81 | £25,680.00 | £2,140.00 | -£1,410.00 | | -5.49% | Monthly | | B | | |
| Lisa's Law | 2616 | Technopark | 2D09/2D | 943 | £45.81 | £43,200.00 | £3,600.00 | £3,594.00 | | 8.32% | Monthly | | B | | |
| Toca Training | 2245 | Technopark | 2D03 | 181 | £39.32 | £7,117.08 | £593.09 | -£484.92 | | -6.81% | Monthly | | A | | |
| Falcon DHQ | 2735 | Technopark | 2D07 | 380 | £42.00 | £15,960.00 | £1,330.00 | £0.00 | | 0.00% | | | B | | |
| Cogitare | 2226 | Technopark | 2D06 | 581 | £45.15 | £26,232.24 | £2,186.02 | £1,830.24 | | 6.98% | Monthly | | B | | |
| CCH | 2363 | Technopark | 2D02 | 370 | £45.09 | £16,684.00 | £1,390.33 | £1,144.00 | | 6.86% | Monthly | | B | | |
| Centre For Mental Health | 2363 | Technopark | 2D17 | 184 | £44.35 | £8,160.00 | £680.00 | £432.00 | | 5.29% | | | B | | |
| Solion (1/4ly) | 2243 | Technopark | 2D01 | 542 | £37.59 | £20,373.78 | £1,697.82 | -£2,390.22 | | -11.73% | quarterly | £5,093.45 | B | | |
| Securiny | | Technopark | 2A06 | 162 | £45.00 | £7,290.00 | £607.50 | £486.00 | | 6.67% | Monthly | | A | | |
| Sharp Cloud | 2241 | Technopark | 2A22 | 372 | £48.91 | £18,195.00 | £1,516.25 | £2,571.00 | | 14.13% | Monthly | | B | | |
| Sharp Cloud | 2241 | Technopark | 2A16 | 313 | £38.34 | £12,000.00 | £1,000.00 | -£1,146.00 | | | | | B | | |
| Sharp Cloud | 2A24 | Technopark | 2A24 | 786 | £45.80 | £36,000.00 | £3,000.00 | £2,988.00 | | | | | B | | |
| Revolving Doors | 2288 | Technopark | 2A31 | 535 | £45.00 | £24,075.00 | £2,006.25 | £1,605.00 | | 6.67% | Monthly | | A | | |
| Revolving Doors | 2288 | Technopark | 2A27 | 167 | £43.11 | £7,200.00 | £600.00 | £186.00 | | 2.58% | | | A | | |
| My Kind a Crowd | 2357 | Technopark | 2A23 | 370 | | | | -£15,540.00 | | | | | B | | |
| My Kind a Crowd | 2357 | Technopark | 2A03/2A | 1381 | £39.10 | £54,000.00 | £4,500.00 | -£4,002.00 | | -7.41% | Monthly | | B | | |
| CETEC | 2597 | Technopark | 2B25 | 168 | £50.00 | £8,400.00 | £700.00 | £1,344.00 | | 16.00% | Monthly | | A | | |
| Sharp Cloud | 2600 | Technopark | 2A14 | 683 | £45.00 | £30,735.00 | £2,561.25 | £2,049.00 | | 6.67% | Monthly | | B | | |
| CareTrade | 2292 | Blackwells | BW.07 | 924 | £31.82 | £29,400.00 | £2,450.00 | | | 0.00% | Monthly | | N/A | | |
| CareTrade | 2292 | Blackwells | BW.04 | | | £6,000.00 | £500.00 | | | 0.00% | Monthly | | N/A | | |
| RSPE | 2658 | Blackwells | BW.05 | 366 | £26.23 | £9,600.00 | £800.00 | | | 0.00% | Monthly | | N/A | | |
| Caretrade | 2292 | Blackwells | BW.09 | | | £9,000.00 | £750.00 | | | 0.00% | Monthly | | N/A | | |
| Caretrade | 2292 | Blackwells | BW.10 | | | £9,000.00 | £750.00 | | | 0.00% | Monthly | | N/A | | |

| Business Lounge | Customer Number | Building | Room/R | Size sq ft | Rate being paid | Yearly | Monthly | Annual Profit/Loss | Annual cos | Percentage | Frequency | Quarterly rent | Base rate | Poor condition Discou | As of July 2019 |
|-------------------|-----------------|-----------------|--------|------------|-----------------|---------|---------|--------------------|------------|------------|-----------|----------------|-----------|-----------------------|-----------------|
| Studio Bahman | 2443 | Clarence Centre | DC109 | N/A | | £500.00 | | | | | Annual | | | | |
| Durdar Consulting | 2540 | Clarence Centre | DC109 | N/A | | | £50.00 | | | | Monthly | | | | |
| Steve Lau (CIBF) | 2494 | Clarence Centre | DC109 | N/A | | £500.00 | | | | | Annual | | | | |

| CustID | CustID (T) | Type | current | 1-30 days | 31-60 days | 61-90 days | 90+ | Rest amount |
|--------|--|--------|----------------|----------------|----------------|----------------|----------------|-----------------|
| 2195 | SHARP CLOUD SOFTWARE | Tenant | £458 | £0 | £0 | £0 | -£639 | -£180 |
| 2218 | Naked Creativity | Tenant | £0 | £0 | £0 | £0 | £1,080 | £1,080 |
| 2226 | COGITARE | Tenant | £0 | £0 | £0 | £0 | £0 | £0 |
| 2233 | LONDON YOUTH GAMES | Tenant | £1,638 | £2,339 | £0 | £111 | £0 | £4,088 |
| 2234 | KINASE LTD | Tenant | £0 | £0 | £0 | £0 | £0 | £0 |
| 2239 | PROTIMOS FOUNDATION | Tenant | £792 | £792 | £792 | £792 | £15,542 | £18,710 |
| 2245 | TOCA TRAINING | Tenant | £712 | £425 | £0 | £0 | £0 | £1,137 |
| 2246 | TRYTAG RUGBY | Tenant | £3,238 | £0 | £0 | £0 | £0 | £3,238 |
| 2247 | VANGUARDIA | Tenant | £0 | -£1,143 | £0 | £0 | £0 | -£1,143 |
| 2248 | WINE FUSION | Tenant | £1,500 | £0 | £0 | £0 | £1,356 | £2,856 |
| 2251 | IMAGES & CO | Tenant | £1,409 | £1,409 | £0 | £0 | -£10 | £2,808 |
| 2274 | FOREAGSEKONOMISKA INSTITUET | Tenant | £5,161 | £5,161 | £5,161 | £4,311 | £8,622 | £28,416 |
| 2288 | REVOLVING DOORS AGENCY | Tenant | £3,365 | £0 | £0 | £0 | £0 | £3,365 |
| 2292 | CareTrade Charitable Trust | Tenant | £1,439 | £1,439 | £1,439 | £0 | £14 | £4,332 |
| 2297 | PULSE MEDIC SERVICES LTD | Tenant | £0 | £0 | £0 | £0 | £24,284 | £24,284 |
| 2314 | MPS WORKS LTD | Tenant | £1,449 | £0 | £0 | £0 | £0 | £1,449 |
| 2321 | INPUD | Tenant | £1,858 | £0 | £3,715 | £1,858 | £108 | £7,538 |
| 2336 | SCHOOL EXPLAINED LTD | Tenant | £1,560 | £1,560 | £0 | £0 | £0 | £3,120 |
| 2357 | Mykindacrowd Limited | Tenant | £5,400 | -£4,394 | £5,400 | £5,400 | £20,594 | £32,400 |
| 2359 | KBM Training & Recruitment Ltd | Tenant | £2,412 | -£2,413 | £2,412 | £2,412 | £0 | £4,823 |
| 2363 | College of Contemporary Health | Tenant | £1,668 | £0 | £0 | £0 | £0 | £1,668 |
| 2392 | THREE HANDS LTD | Tenant | £2,568 | £0 | £0 | £0 | £0 | £2,568 |
| 2395 | F & F Business Strategies Ltd | Tenant | £770 | £770 | £461 | £770 | £270 | £3,039 |
| 2427 | PULSE MEDIC SERVICES LTD | Tenant | £0 | £0 | £0 | £0 | £1,229 | £1,229 |
| 2434 | THE POWER TO CHANGE | Tenant | £379 | £0 | £0 | £0 | £0 | £379 |
| 2442 | ASPYRE GROUP LTD | Tenant | £0 | £0 | £0 | £0 | £810 | £810 |
| 2445 | COLLABORATE | Tenant | £0 | -£9 | £431 | £0 | £365 | £786 |
| 2488 | Active Communities Network | Tenant | £5,341 | £90 | £0 | £0 | £0 | £5,431 |
| 2495 | LENGUACTIVA LTD | Tenant | £0 | £0 | £60 | £0 | £0 | £60 |
| 2520 | The Skills Centre London Limited | Tenant | £1,560 | £0 | £0 | £0 | £0 | £1,560 |
| 2521 | CENTRE FOR MENTAL HEALTH | Tenant | £3,711 | £0 | £0 | £0 | £542 | £4,253 |
| 2548 | SILICON RHINO | Tenant | £3,195 | £0 | £0 | £0 | £0 | £3,195 |
| 2597 | CETEC FORAY LTD | Tenant | £840 | £0 | £0 | £0 | £0 | £840 |
| 2598 | Tagsmart | Tenant | £0 | £0 | £0 | £0 | -£4,600 | -£4,600 |
| 2600 | PRO BONO ECONOMICS | Tenant | £0 | £0 | £0 | -£43 | £0 | -£43 |
| 2616 | LISA'S LAW | Tenant | £4,385 | £4,320 | £0 | £0 | £0 | £8,705 |
| 2658 | RSPE (Group) LTD | Tenant | £800 | £800 | £800 | £800 | £7,000 | £10,200 |
| 2674 | Global Synergy Resources | Tenant | £60 | £60 | £0 | £0 | £0 | £120 |
| 2680 | Albora Technologies Ltd (Lettings a/c) | Tenant | £2,257 | £0 | £0 | £0 | £0 | £2,257 |
| 2703 | CODE AND WANDER | Tenant | £1,734 | £0 | £0 | £0 | £0 | £1,734 |
| 2714 | LAW IN SPORT | Tenant | £1,716 | £0 | £1,716 | £1,716 | £5,148 | £10,296 |
| 2715 | OPERATIONAL INTELLIGENCE | Tenant | £840 | £0 | £0 | £0 | £0 | £840 |
| 2735 | FALCON DHQ | Tenant | £1,596 | £1,596 | £1,596 | £1,596 | £7,076 | £13,460 |
| 2779 | FACTORY 15 | Tenant | £3,333 | £0 | £0 | £0 | £0 | £3,333 |
| 2791 | The Culture Capital Exchange | Tenant | £749 | £0 | £0 | £0 | £0 | £749 |
| | Total FY 18/19 | | £69,892 | £12,801 | £23,983 | £19,722 | £88,792 | £215,190 |
| | Total FY 17/18 | | £67,566 | £20,403 | £10,076 | £1,985 | £59,418 | £159,449 |
| | | | -£2,326 | £7,603 | -£13,907 | -£17,737 | -£29,374 | -£55,741 |