



## **TERMS OF REFERENCE AND INCEPTION PLAN**

# **THENSA CONSORTIUM OF SCIENCE PARKS AND BUSINESS UNITS (TCSB)**

## **1. RATIONALE**

The aim of the THENSA Consortium of Science Parks and Business Units (TCSB) is to create a consolidated and combined higher education entity to promote collaboration amongst member institutions in terms of innovation and enterprise development, supporting local economic development through effective knowledge generation and transfer, and promoting competitive advantages through combined resource generation efforts. The objectives of the THENSA consortium of Science Parks and Business Units are as follows:

1. Coordinate an active network of managers of science/technology/research parks, innovation districts and other areas of innovation
2. Enhance new business opportunities for members and their companies
3. Increase the visibility of our members and multiply their global connections
4. Ensure member representation at international forums and institutions
5. Assist member institutions in the development of new parks and areas of innovation
6. Become members of the international association of science and technology parks and connect with experts in science and technology parks and areas of innovation globally
7. Submit joint proposals to government and business and industry whilst responding to building third stream income for their respective institutions.

## **2. STRUCTURE**

### **2.1 Composition**

TCSB aims to be duly represented by a consortium member that constitute partner institutions affiliated to THENSA. These currently include, but may expand in future:

- Central University of Technology
- Vaal University of Technology
- Cape Peninsula University of Technology
- Durban University of Technology
- Mangosotho University of Technology
- Tshwane University of Technology
- University o Venda
- University of Mpumalanga
- University of Zululand
- Walter Sisulu University
- Namibia University of Science and Technology

Representatives of institutions should ideally comprise the university science park or business entity leadership or, alternatively, a representative duly delegated to this effect.

### **2.2 Governance**

TCSB is advised by a Steering Committee (SC) comprising representatives from the relevant consortium members or their appointees, as well as representation and an operational team appointed by THENSA. The consortium coordinator and THENSA secretariat will respectively chair and manage the committee. The SC will meet twice yearly to develop and report on annual workplans and proposal development for funding activities. SC meetings will follow appropriate meeting procedure principles whereas agendas aim to address strategic rather than operational matters.

In addition to the Steercom, TCSB will be managed by an operational team (OT) that comprises the consortium coordinator, administrative officer and elected THENSA representatives. Depending on specific projects and priorities, additional members may be co-opted to the operational team

### 2.3. Management and Reporting

The consortium will provide reports to serve at THENSA Board meetings or as requested from THENSA management. Should any resources, (human, financial or infrastructural) be acquired, these will be managed through the existing THENSA processes. THENSA will, as far as possible, provide administrative and managerial support to develop and sustain the consortium.

### 3. INAUGURAL CONSORTIUM ACTIVITIES

ACTIVITY	TIME FRAME
Conduct a desk-top study of the status quo of Science Parks and Business Units at THENSA member institutions	Completed
Participate in selected events and seminars to advance the consortium concept (e.g. RAPDASA, THENSA board etc.)	Completed
Engage and benchmark with partners in Ireland- visit by Irish partner to all institutions	End June 2021
Seminar with Irish Facilitator, Enterprise Ireland SA and Irish Embassy (1 day )	June 2021
Secure entity resources (emails, admin support etc.)	End July 2021
Submit applications for funding as presented	Continuous
Implement selected joint projects as per available resources (project terms end and revision:	August 2021

### 4. PROPOSED SEED BUDGET (END OF PHASE - APRIL 2022)

ITEM	UNIT	AMOUNT
Administrative and coordination support	18h/w x 4 weeks x 12 months x R59/h	R 45 312.00
external facilitator- Ireland and joint meeting of all partners with enterprise Ireland SA and Irish Embassy, Friends of SA in Ireland.	10 days for visits to centres and airfares and accommodation	R 40,000.00 Additional funding from each institution towards accommodation, meals etc
General administration and travel	R25 000.00	R 25, 000.00
	<b>TOTAL</b>	<b>R 105, 312.00</b>