

TRUST BOARD MEETING

25 May 2017

Paper Title:	Use of the Trust Seal
Section:	Governance
Paper Author:	Andrew Morris, Deputy Director of Estates & Facilities
Agenda Item:	19

KEY ISSUES AND REQUIREMENTS OF THIS REPORT:

Section-8 of the Trust’s Standing Orders (SOs) states that the Board shall review the use of the Trust Seal annually. The attached table details the use of the Trust Seal during 2016/17.

LINKS TO STRATEGIC OBJECTIVES

Patient Experience	Quality	Value for Money	Relationships
-	-	The Board’s SOs provide the Trust with a governance framework to be followed.	-

RELATED RISK(S):

None.

FINANCIAL IMPLICATION:

There are no financial implications as a result of this paper.

LEGAL IMPLICATIONS:

The Trust Seal is used by the Board of Directors to executive legal documents (such as formal contracts and lease agreements) agreed on behalf of the Trust. Under the Board’s SOs, a register shall be kept to record the sealing of these documents. The Register of Use of the Trust Deal for 2016/17 is attached below.

PREVIOUS MEETINGS/COMMITTEES:

Highlight whether the paper has been discussed at any of the following meetings:

Audit Committee	<input type="checkbox"/>	Quality & Safety Committee	<input type="checkbox"/>	Remuneration Committee	<input type="checkbox"/>	FBI Committee	<input type="checkbox"/>
Executive Management team	<input checked="" type="checkbox"/>	Directors' Meeting	<input type="checkbox"/>	Chair of Committees' Meeting	<input type="checkbox"/>	MH Legislation Committee	<input type="checkbox"/>

RECOMMENDATION:

That the Board:

- Notes the register of sealings and records its receipt in the minutes of this Board meeting.

Annual Report on the Use of the Trust Seal

1. The use of the Trust Seal in 2016/17 has been recorded as follows:

Date	Application of Trust Seal	Signatories
10.08.16	LMH, Energy Centre Project – Contract Document	S Large, CEO L Romaniak, DoF
06.03.17	Safer Wards, Airedale and LMH – Contract Document	M Smith, Chair N Lees, CEO
06.03.17	Stoney Ridge, Decant to DHH, LMH and Waddiloves - Contract Document	M Smith, Chair N Lees, CEO
06.03.17	Acute Ward Staff Basis, LMH – Contract Document	M Smith, Chair N Lees, CEO
06.03.17	Sale of Numbers 6 and 8 Abelia Mount, Bradford – Transfer Deed and Sale Contract	M Smith, Chair N Lees, CEO

RECOMMENDATION:

That the Board:

- Notes the register of sealings and records its receipt in the minutes of this Board meeting.