

Board of Directors

14th July 22

Paper title:	Use of Trust Seal	Agenda item 22
Presented by:	Mike Woodhead, Director of Finance, Contracting & Estates.	
Prepared by:	David Flindall, Property Officer.	

Purpose of the report		
<p>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 Standing Orders, a register shall be kept to record the sealing of these documents. The Register of Use of the Trust Seal for 2021/22 is provided below.</p>	For approval	
	For discussion	
	For information	x

Executive summary		
<p>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 2021/22.</p>		
<p>Do the recommendations in this paper have any impact upon the requirements of the protected groups identified by the Equality Act?</p>	<p>State below 'Yes' or 'No'</p> <p>No</p>	<p>If yes please set out what action has been taken to address this in your paper</p>

Recommendation
<p>The Board of Directors is asked to:</p> <ul style="list-style-type: none"> Note the register of sealings and records its receipt in the minutes of this Board meeting.

Strategic vision				
Please mark those that apply with an X				
Providing excellent quality services and seamless access	Creating the best place to work	Supporting people to live to their fullest potential	Financial sustainability growth and innovation	Governance and well-led
X				

Care Quality Commission domains				
Please mark those that apply with an X				
Safe	Effective	Responsive	Caring	Well Led
				x

Relationship to the Board Assurance Framework (BAF)	<p>The work contained with this report links to the following strategic risk(s) as identified in the BAF:</p> <ul style="list-style-type: none"> No risks to report.
Links to the Corporate Risk Register (CRR)	<p>The work contained with this report links to the following corporate risk(s) as identified in the CRR:</p> <ul style="list-style-type: none"> No risks to report.
Compliance and regulatory implications	<p>The following compliance and regulatory implications have been identified as a result of the work outlined in this report:</p> <ul style="list-style-type: none"> The Board's Standing Orders provide the Trust with a governance framework to be followed.

Meeting of the Board of Directors

14th July 22

Use of Trust Seal

1 Purpose

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 Standing Orders, a register shall be kept to record the sealing of these documents. The Register of Use of the Trust Seal for 2021/22 is provided below.

2 Proposed Outcome

The Board's Standing Orders provide the Trust with a governance framework to be followed.

3 Options

There are no options with this paper.

4 Risk and Implications

There are no related risks with this paper.

5 Results

Date	Application of Trust Seal	Signatories
30 th March 22	<i>Deed Surrender/variation, 14, 15 , 21 Cedars, Wakefield.</i>	C Panteli, Chair Therese Patten, CEO
29 th March 22	<i>Lease extension suite 1D Gateway, Wakefield</i>	C Panteli, Chair Therese Patten, CEO
29 th March 22	<i>Lease extension suite D and F Tuscany Way Wakefield.</i>	C Panteli, Chair Therese Patten, CEO

David Flindall, Property Officer.
8th July 2022