

Board of Directors

12 January 2023

Report Title:	Trust Seal: quarterly report
Executive/NED Lead:	Interim Director of Governance Trust Secretary
Report author(s):	Senior Committee Secretary
Previously considered by:	Not previously considered

Approval

Discussion

Information

Assurance

Executive summary		
<p>Standing Order 8 requires that the Board of Directors receives a report on the sealing of all documents under the seal of The East Suffolk and North Essex NHS Foundation Trust.</p> <p>The report therefore notifies the Board of Directors that the Trust Seal was used on 10 occasions since the last report. The signatories and the register number of the given transactions are identified.</p>		
Action Required of the Board		
To note the Report.		
Link to Strategic Objectives (SO)		Please tick
SO1	Keep people in control of their health	<input checked="" type="checkbox"/>
SO2	Lead the integration of care	<input checked="" type="checkbox"/>
SO3	Develop our centres of excellence	<input checked="" type="checkbox"/>
SO4	Support and develop our staff	<input checked="" type="checkbox"/>
SO5	Drive technology enabled care	<input checked="" type="checkbox"/>
Risk Implications for the Trust (including any clinical and financial consequences)	That the use of the Trust Seal is properly regulated.	
Trust Risk Appetite	Compliance/Regulatory: The board has a minimal risk appetite when it comes to compliance with regulatory issues. It will meet laws, regulations and standards unless there is strong evidence or argument to challenge them.	
Legal and regulatory implications (including links to CQC outcomes, Monitor, inspections, audits, etc)	Nothing detailed within the report contravenes Trust legal/statutory responsibilities or the human rights of staff and/or public.	
Financial Implications	There are no financial implications associated with this report.	
Equality and Diversity	Nothing detailed within the report contravenes Equality and Diversity responsibilities of staff and/or public.	

Report on the Use of the Trust Seal

BACKGROUND

1. Standing Order 8 requires that the Board of Directors receive a report on the sealing of all documents under the seal of The East Suffolk and North Essex NHS Foundation Trust (ESNEFT).

KEY ISSUES

2. The Board of Directors is notified that the seal of the Trust was used on 10 occasions:
3. On 3 October 2022 the seal was affixed to –
 - Retrospective licence to carry out works relating to Units 4 and 5 Outpatients Department, Ipswich Hospital, Heath Road, Ipswich, Suffolk. Between ESNEFT (1), Heathcroft Properties Limited (2), Compass Contract Services (UK) Limited (3), Compass Group UK and Ireland Limited (4).
 - In accordance with the Standing Order, the above was signed by the Managing Director and Director of Digital and Logistics.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 95.
4. On 24 October 2022 the seal was affixed to –
 - Lease of substation site (outdoor freestanding) and easements at Colchester District General Hospital, Turner Road, Colchester CO4 5JL. ESNEFT to Eastern Power Networks PLC.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Strategy, Research and Innovation.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 96.
5. On 24 October 2022 the seal was affixed to –
 - Deed of indemnity relation to substation site, Colchester District General Hospital, Turner Road, Colchester CO4 5JL. ESNEFT / Eastern Power Networks PLC.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Strategy, Research and Innovation.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 97.
6. On 26 October 2022 the seal was affixed to –
 - Design and build contract (incorporating and amending JCT design and build 2016) in relation to an Inspection Facility at Colchester General Hospital, Turner Road, Colchester CO4 5JL. ESNEFT / MTX Contracts Limited.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Strategy, Research and Innovation.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 98.
7. On 14 December 2022 the seal was affixed to –
 - Block 36 Refurbishment, Ipswich Hospital. JCT Minor Works Building Contract with contractor's design 2016.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Digital and Logistics.

- The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 99.
8. On 14 December 2022 the seal was affixed to –
 - Phase 1 and 1A Clacton Community Diagnostics Hub, Clacton Hospital. JCT Intermediate Building Contract with contractor’s design 2016.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Digital and Logistics.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 100.
 9. On 14 December 2022 the seal was affixed to –
 - Block 48 Refurbishment, Ipswich Hospital. JCT Design and Build Contract 2016.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Digital and Logistics.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 101.
 10. On 14 December 2022 the seal was affixed to –
 - Relocation of Neurology Physiotherapy at Bluebird Lodge, Ipswich. JCT Minor Works Building Contract with contractor’s design 2016.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Digital and Logistics.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 102.
 11. On 14 December 2022 the seal was affixed to –
 - Ipswich Hospital SAU Ward refurbishment. Intermediate Building Contract JCT with contractor’s design 2016.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Digital and Logistics.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 103.
 12. On 16 December 2022 the seal was affixed to –
 - Colchester and Tendring NHS Lift underlease for part of Colchester Primary Care Centre, Turner Road, Colchester, Essex CO4 5JR. (X-Ray). Community Health Partnerships Limited and ESNEFT.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Digital and Logistics.
 - The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 104.

RECOMMENDATION

The Board of Directors is asked to receive and note the contents of the report.