

**Trust Board of Directors Meeting  
Report Summary**

<b>Date of Meeting:</b> 7 September 2023	
<b>Title of Document:</b> Trust Seal Quarterly update report	
<b>To be presented by:</b>  Ann Filby, Trust Secretary	<b>Author:</b>  Senior Committee Secretary
<b>1. Status:</b> For Assurance	
<b>2. Purpose:</b> 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.	
Relates to:	
Strategic Objective	N/A
Operational performance	N/A
Quality	N/A
Legal/Regulatory/Audit	Nothing detailed within the report contravenes Trust legal/statutory responsibilities or the human rights of staff and/or public.
Finance	There are no financial implications associated with this report.
Governance	That the use of the Trust Seal is properly regulated.
NHS policy/public consultation	N/A
Accreditation/inspection	N/A
Anchor institutions	N/A
ICS/ICB/Alliance	N/A
Board Assurance Framework (BAF) Risk	The Board has a cautious risk appetite when it comes to compliance and regulatory issues. Where the laws, regulations and standards are about the delivery of safe, high quality care, or the health and safety of the staff and public, it will make every effort to meet regulator expectations and comply with them and will only challenge them if there is strong evidence or argument to do so and the gain will outweigh the adverse consequences.
Other	
<b>3. Summary:</b>  The Board of Directors is advised that the Trust Seal was used on nine occasions since the last report. The signatories of the given transactions are identified.	
<b>4. Recommendations / Actions</b> The Board is asked to note the report.	

The Board of Directors is notified that the seal of the Trust was used on nine occasions:

On 11 May 2023 the seal was affixed to –

- Deed of Covenant re Pearson Road, Ipswich (Registered Title SK182370). Between Leumi UK Group Limited and East Suffolk and North Essex Foundation Trust.

In accordance with the Standing Order, the above was signed by the Director of Digital and Logistics and the Managing Director.

On 21 June 2023 the seal was affixed to –

- Agreement between Essex County Council, Thurrock Council, ESNEFT, Mid and South Essex Integrated Care Board, Essex Partnership University NHS Foundation Trust. For Adults and Childrens and Young Peoples Integrated Community equipment loan service.

In accordance with the Standing Order, the above was signed by the Director of Digital and Logistics and the Director of Strategy, Research and Innovation.

On 26 June 2023 the seal was affixed to –

- Licence for alterations including external works relating to Stow Lodge Centre, Stowmarket, IP14 1SZ between NHS Property Services and ESNEFT.

In accordance with the Standing Order, the above was signed by the Director of Digital and Logistics and the Director of Strategy, Research and Innovation.

On 31 July 2023 the seal was affixed to –

- Contract for alterations to Womens Health Department, Colchester Hospital and supply of new air handling unit and associated ventilations. ESNEFT with Abacus Build UK and Castons Quantity Surveyors.
- Turnkey works for replacement Linac installation, Bunker 3, Ipswich Hospital. Deed agreement with Varian Medical Systems (UK) Ltd.
- Contract between Philips Electronics (UK) Ltd and ESNEFT for enabling works associated with installation of Philips Digital Diagnost C90 High Performance Room V590 in xray room 7, Ipswich Hospital.
- Contract between Philips Electronics (UK) Ltd and ESNEFT for enabling works associated with installation of Philips Digital Diagnost C90 High Performance Room in xray room 1, Ipswich Hospital.

In accordance with the Standing Order, the above was signed by the Director of Digital and Logistics and the Director of Finance.

On 25 August 2023 the seal was affixed to –

- Lease relating to Third Floor Constantine House, 5 Constantine Road, Ipswich, Suffolk IP1 2DH between Suffolk County Council and ESNEFT.
- Deed of variation relating to an Appointment for the provision of Car Park Management and Enforcement Services dated 22<sup>nd</sup> October 2018. ESNEFT and WSP (Real Estate and Infrastructure) Limited.

In accordance with the Standing Order, the above was signed by the Chief Executive and Director of Digital and Logistics.