

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**Trust Board Bulletin – 30 August 2012**

The following report is attached to this Bulletin as an item for noting, and is circulated to UHL Trust Board members and recipients of public Trust Board papers accordingly:-

- **List of Trust Sealings 2012-13 to date** Lead contact point – Mr S Ward, Director of Corporate and Legal Affairs (0116 258 8615).

**It is intended that this paper will not be discussed at the formal Trust Board meeting on 30 August 2012, unless members wish to raise specific points on the report.**

This approach was agreed by the Trust Board on 10 June 2004 (point 7 of paper Q). Any queries should be directed to the specified lead contact point in the first instance. In the event of any further outstanding issues, these may be raised at the Trust Board meeting with the prior agreement of the Chairman.

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**REPORT TO:** TRUST BOARD  
**DATE:** 30 AUGUST 2012  
**REPORT BY:** DIRECTOR OF CORPORATE AND LEGAL AFFAIRS  
**SUBJECT:** SEALING OF DOCUMENTS

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1. The Trust's Standing Orders (Standing Order 12) set out the approved arrangements for custody of the Trust's seal and the sealing of documents.
2. Appended to this report is a table setting out details of the Trust sealings for the 2012-13 financial year to date (by quarter).
3. The Trust Board is invited to receive and note this information.
4. Reports on Trust sealings will continue to be submitted to the Trust Board on a quarterly basis.

Stephen Ward  
**Director of Corporate and Legal Affairs**

**List of Trust Sealings for Quarter 1, 2012/13**

<b>Date of Sealing</b>	<b>Nature of Document</b>	<b>Date of Authority and Minute Reference</b>	<b>Sealed by</b>	<b>Remarks</b>
12/04/12	Alterations to the Paediatric Intensive Care Unit at Glenfield Hospital	Trust Board – 7/4/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	Originals handed to Mr N Bond, Assistant Director of Facilities
12/04/12	Extensions and Alterations to create a Clinical Decisions Unit at Glenfield Hospital.	Trust Board – 7/4/11 93/11/1	Chairman/ Assistant Director – Head of Legal Services	Originals handed to Mr N Bond, Assistant Director of Facilities
25/06/12	Transfer (TRI) of LT232925 (The PPD Building) from PPD Global Limited to UHL being land lying to the north of Ethel Road, Leicester	Trust Board – 26/4/12 128/12/1	Chairman/ Assistant Director – Head of Legal Services	Originals handed to Mr M Starling, Assistant Director of Facilities