

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

Trust Board Bulletin – 30 January 2014

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:-

- **Sealing of Documents** – Lead contact point Mr S Ward, Director of Corporate and Legal Affairs (0116 258 8615) – **paper 1**.

It is intended that this paper will not be discussed at the formal Trust Board meeting on 30 January 2014, 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 JANUARY 2014
REPORT BY: DIRECTOR OF CORPORATE AND LEGAL AFFAIRS
SUBJECT: SEALING OF DOCUMENTS

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 Q3 of the 2013-14 financial year.
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 3, 2013/14

Date of Sealing	Nature of Document	Date of Authority and Minute Reference	Sealed by	Remarks
25/11/13	Deed of Gift for Scalp Cooling Equipment between UHL and 'Walk the Walk' Worldwide. Company No: SC201169	Trust Board – 31/10/13 Minute 277/13/6	Acting Chairman/ Assistant Director – Head of Legal Services	1 original to 'Walk the Walk', the other stored in deeds safe, Belgrave House.
25/11/13	Deed of Indemnity between (1) UHL and (2) The Royal College of Surgeons of England and (3) The Society of Cardiothoracic Surgery in Great Britain and (4) Mr Peter Bradley FRCS and (5) Mr Alan Wood FRCS and (6) Ms Jane Corfield.	Trust Board – 31/10/13 Minute 267/13/1	Acting Chairman/ Assistant Director – Head of Legal Services	All returned to Medical Director.