

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

REPORT TO: TRUST BOARD

DATE: 5 NOVEMBER 2020

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 the 2020-21 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 2, 2020/21

Date of Sealing	Nature of Document	Date of Authority and Minute Reference	Sealed by	Remarks
13/08/20	Deed of Variation in the Estate of [REDACTED] (deceased).	Trust Board – 05/03/20 Minute 65/20/2.1	Chairman/Assistant Director – Head of Legal Services	Originals handed to Lydia Sharman of Charitable Funds on 13/08/20
13/08/20	Internal Refurbishment and new Extension to ICU Department at Glenfield Hospital. Deed between (1) UHL and (2) J Tomlinson Limited.	Trust Board – 05/07/18 Minute 196/18/1	Chairman/Assistant Director – Head of Legal Services	Originals handed to Elaine Neal, Capital Projects Officer on 13/10/20.
13/08/20	Deed between (1) UHL and (2) Charles Henry and Sons relating to the internal refurbishment of the ground floor of the Snoezelin Building at Glenfield Hospital.	Trust Board – 05/07/18 Minute 196/18/1	Chairman/Assistant Director – Head of Legal Services	Originals handed to Elaine Neal, Capital Projects Officer on 13/10/20.
13/08/20	Deed between (1) UHL and (2) Brown and Kirby Limited relating to internal refurbishment of the ground floor and first floor of Mansion House and connected Annexe at Glenfield Hospital.	Trust Board – 05/07/18 Minute 196/18/1	Chairman/Assistant Director – Head of Legal Services	Originals handed to Elaine Neal, Capital Projects Officer on 13/10/20.
13/08/20	Deed between (1) UHL and (2) J Tomlinson Ltd regarding refurbishment of Medical Records Department and an area of Imaging Department on the ground floor of main Glenfield Hospital.	Trust Board – 05/07/18 Minute 196/18/1	Chairman/Assistant Director – Head of Legal Services	Originals handed to Elaine Neal, Capital Projects Officer on 13/10/20.
13/08/20	Deed of Agreement between (1) UHL ad (2) MXT Contracts Limited relating to design and construction of a two storey extension at the Kensington Building, Leicester Royal Infirmary	Trust Board – 03/10/19 Minute 204/19.2.1 Trust Board – 04/06/20 Minute 113/20/1.2	Chairman/Assistant Director – Head of Legal Services	Originals handed to Elaine Neal, Capital Projects Officer on 13/10/20.