

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

REPORT TO: TRUST BOARD

DATE: 4 FEBRUARY 2021

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 3, 2020/21

Date of Sealing	Nature of Document	Date of Authority and Minute Reference	Sealed by	Remarks
07/10/20	Deed of Agreement between (1) UHL and (2) MXT Contracts Limited relating to design and construction of a two storey extension at the Kensington Building, LRI	1. Trust Board – 03/10/19 Minute 204/19.21 2. Trust Board – 04/06/20 Minute 113/20/1.2	Chairman/Assistant Director – Head of Legal Services	Originals handed to Elaine Neal on 13.10.20.
08/12/20	Deed of Novation of Contract between (1) UHL and (2) BM United Kingdom Limited and (3) NTT Data UK Limited.	Trust Board – 05/11/20 Minute 246/20/1.2 - see (B)	Chairman/Assistant Director – Head of Legal Services	Originals retained in the safe in Belgrave House, Leicester General Hospital.