

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**REPORT TO:** TRUST BOARD

**DATE:** 1 AUGUST 2019

**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 2019-20 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, 2019/20**

<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>
13/04/19	Deed of Variation relating to the Estate of BA Deceased.	10/01/19 TB 24/19/1	Chairman/Assistant Director – Head of Legal Services	Original handed to Lydia Sharman, Charitable Funds 30/04/19.
13/04/19	Deed of Settlement relating to the Estate of BA Deceased.	10/01/19 TB 24/19/1 (CFC 6.1.19, 41/18/1)	Chairman/Assistant Director – Head of Legal Services	Original handed to Lydia Sharman, Charitable Funds 30/04/19.
17/06/19	Deed of Surrender of Part and Deed of Variation relating to approximately 3,679 square metres of land forming part of the Robert Kilpatrick Building, Leicester Royal Infirmary.	38/15/1 TB 05/02/15	Chairman/Assistant Director – Head of Legal Services	Originals handed to Adrian Middleton, Estates and Facilities 19/06/19
17/06/19	Lease of Additional property	38/15/1 TB 05/02/15	Chairman/Assistant Director – Head of Legal Services	Originals handed to Adrian Middleton, Estates and Facilities 19/06/19