

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**REPORT TO:** TRUST BOARD  
**DATE:** 6 AUGUST 2020  
**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 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 4, 2019/20**

There were no Sealings for Quarter 4, 2019/20.