

## Board of Directors

Thursday, 01 August 2019

<b>Report Title:</b>	<b>Use of the Trust Seal</b>
<b>Executive/NED Lead:</b>	Denver Greenhalgh, Director of Governance
<b>Report author(s):</b>	Lorna Fraser, Senior Committee Secretary
<b>Previously considered by:</b>	Not previously considered

Approval

Discussion

Information

Assurance

<b>Executive summary</b>		
<p>In accordance with Standing Orders the report notifies the Trust Board that the Trust Seal was used on one occasion between May 2019 and July 2019. The report identifies the signatories and the register number of the given transaction.</p>		
<b>Action Required of the Board/Committee</b>		
<p>Receive the report for information.</p>		
<b>Link to Strategic Objectives (SO)</b>		<b>Please tick</b>
SO1	Keep people in control of their health	<input type="checkbox"/>
SO2	Lead the integration of care	<input type="checkbox"/>
SO3	Develop our centres of excellence	<input type="checkbox"/>
SO4	Support and develop our staff	<input type="checkbox"/>
SO4	Drive technology enabled care	<input type="checkbox"/>
<b>Risk Implications for the Trust</b> <i>(including any clinical and financial consequences)</i>		That the use of the Trust Seal is properly regulated.
<b>Trust Risk Appetite</b>		Compliance/Regulatory: The board has a minimal risk appetite when it comes to compliance with regulatory issues. It will meet laws, regulations and standards unless there is strong evidence or argument to challenge them
<b>Legal and regulatory implications</b> <i>(including links to CQC outcomes, Monitor, inspections, audits, etc)</i>		Nothing detailed within the report contravenes Trust legal/statutory responsibilities or the human rights of staff and/or public
<b>Financial Implications</b>		There are no financial implications associated with this report.
<b>Equality and Diversity</b>		Nothing detailed within the report contravenes Equality and Diversity responsibilities of staff and/or public

## Report on the use of the Trust Seal

### BACKGROUND

1. Standing Order 8 requires that the Trust Board receive a report on the sealing of all documents under the seal of The East Suffolk and North Essex NHS Foundation Trust.

### KEY ISSUES

2. The Trust Board is notified that the seal of the Trust was used on one occasion:
3. On 2 May 2019 the seal of East Suffolk and North Essex NHS Foundation Trust was affixed to:
  - Intermediate Building Contract with Contractor's design 2016 relating to the refurbishment of mortuary department, Ipswich Hospital between ESNEFT of Ipswich Hospital, Heath Road, Ipswich IP4 5PD (the Employer) and Turners Carpentry & Joinery Limited, 283 Ferry Road, Felixstowe, Suffolk IP11 9RX (the Contractor).
4. In accordance with the Standing Order, the above was signed by the Managing Director and the Director of Strategy, Research & Innovation in the presence of Senior Committee Secretary, Lorna Fraser.
5. The Register for the Use of the Trust Seal was updated and the Register Number for the transaction was No. 24.

### RECOMMENDATION

6. The Trust Board is asked to receive and note the contents of the report.