

Board of Directors

4 May 2023

Report Title:	Trust Seal: quarterly report
Executive/NED Lead:	Director of Governance Trust Secretary
Report author(s):	Senior Committee Secretary
Previously considered by:	Not previously considered

Approval
 Discussion
 Information
 Assurance

Executive summary		
<p>Standing Order 8 requires that the Board of Directors receives a report on the sealing of all documents under the seal of The East Suffolk and North Essex NHS Foundation Trust.</p> <p>The report therefore notifies the Board of Directors that the Trust Seal was used on four occasions since the last report. The signatories and the register number of the given transactions are identified.</p>		
Action Required of the Board		
To note the Report.		
Link to Strategic Objectives (SO)		Please tick
SO1	Keep people in control of their health	<input checked="" type="checkbox"/>
SO2	Lead the integration of care	<input checked="" type="checkbox"/>
SO3	Develop our centres of excellence	<input checked="" type="checkbox"/>
SO4	Support and develop our staff	<input checked="" type="checkbox"/>
SO5	Drive technology enabled care	<input checked="" type="checkbox"/>
Risk Implications for the Trust <i>(including any clinical and financial consequences)</i>		That the use of the Trust Seal is properly regulated.
Trust Risk Appetite		The Board has a cautious risk appetite when it comes to compliance and regulatory issues. Where the laws, regulations and standards are about the delivery of safe, high quality care, or the health and safety of the staff and public, it will make every effort to meet regulator expectations and comply with them and will only challenge them if there is strong evidence or argument to do so and the gain will outweigh the adverse consequences.
Legal and regulatory implications <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.
Financial Implications		There are no financial implications associated with this report.
Equality and Diversity		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 Board of Directors receive a report on the sealing of all documents under the seal of The East Suffolk and North Essex NHS Foundation Trust (ESNEFT).

KEY ISSUES

2. The Board of Directors is notified that the seal of the Trust was used on four occasions:
3. On 7 March 2023 the seal was affixed to –
 - Sub-Underlease of Retail Unit 6 at Colchester General Hospital, Turner Road, Colchester, Essex C04 5JL. Between (1) East Suffolk and North Essex Foundation Trust and (2) ASV Colchester Hospital Ltd.
 - Licence for alterations relating Retail Unit 6 at Colchester General Hospital, Turner Road, Colchester, Essex C04 5JL. Between (1) East Suffolk and North Essex Foundation Trust and (2) ASV Colchester Hospital Ltd.
 - In accordance with the Standing Order, the above were signed by the Director of Finance and the Director of Digital and Logistics.
4. On 21 March 2023 the seal was affixed to –
 - Renewal Lease, Unit 7, Easter Park, Axial Way, Colchester, Essex. (1) Audio Visual Commodity Limited (2) ESNEFT.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and the Director of Digital and Logistics.
5. On 24 April 2023 the seal was affixed to –
 - Licence for alterations part of Clacton District Hospital, Tower Road, Clacton on Sea, Essex CO15 1LH. (1) NHS Property Services Limited (2) ESNEFT.
 - In accordance with the Standing Order, the above was signed by the Chief Executive and the Director of Finance.

RECOMMENDATION

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