

PAPER

BOD 119/2017

(Agenda Item: 18(b))

# Report to the Meeting of the

# Oxford Health NHS Foundation Trust

# Board of Directors

**27 September 2017**

**Corporate Registers: Application of Trust Seal**

**Introduction**

The Common Seal of the Trust is affixed to documents under the authority of the Board of Directors in accordance with its Standing Orders. A Register of Seals is maintained by the Director of Corporate Affairs & Company Secretary.

Standing Orders require, pursuant to section 9, that a report of all seals is made to the Board. The Trust’s Board of Directors receives reports of all seals, its last report being presented on 28 June 2017. This report provides information about the application of the Trust’s seal between 28 June 2017 and 27 September 2017.

The Board of Directors is invited to note that the following documents were sealed during this period:

### REGISTER OF SEALING

|  |  |  |  |
| --- | --- | --- | --- |
| **Details** | **Seal No.** | **Signatory** | **Date** |
| Licence agreement for sessional use of Slade House and Abell House, Slade Hospital Site, Headington, Oxford, OX3 7JH between Southern Health NHS FT (licensor) and Oxford Health NHS FT (licensee). | 276 | Stuart Bell,  Chief Executive  Dominic Hardisty,  Chief Operating Officer | 04 July 2017 |
| Deed of novation of a contract relating to Houses 2 and 3, Slade Site, Horspath Driftway, Headington between Advance Housing and Support (continuing party), Southern Health NHS FT (outgoing party) and Oxford Health NHS FT (incoming party). | 277 | Stuart Bell,  Chief Executive  Dominic Hardisty,  Chief Operating Officer | 04 July 2017 |
| Business Transfer Agreement relating to the transfer of specialist learning disability services in Oxfordshire between Oxford Health NHS FT and Southern Health NHS FT | 278 | Stuart Bell,  Chief Executive  Dominic Hardisty,  Chief Operating Officer | 04 July 2017 |
| Lease renewal for Kite Ridge Centre, High Wycombe, (used by Healthy Minds Service) between Bucks County Council (landlord) and Oxford Health NHS FT (tenant). Extended to 12 June 2019. | 279 | Stuart Bell,  Chief Executive  Mark Hancock, Medical Director | 12 July 2017 |
| Extension of Raglan House lease following CAMHS move for 10 years between Sloane and Pirkis LLP (landlord) and Oxford Health NHS FT (tenant). | 280 | Stuart Bell,  Chief Executive  Mark Hancock, Medical Director | 12 July 2017 |
| Deed of Novation of a contract between Advance Housing and Support Ltd (continuing party), Southern Health NHS FT (outgoing party) and Oxford Health NHS FT (incoming party) for the management of Houses 2 and 3, Slade Site, Horspath Driftway, Headington. | 281 | Stuart Bell,  Chief Executive  Dominic Hardisty,  Chief Operating Officer | 26 July 2017 |
| Licence for alterations in relation to Raglan House, 23 Between Towns Rd, Cowley, OX4 3LX between Sloane and Pirkis LLP (landlord) and Oxford Health NHS FT (tenant). | 282 | Stuart Bell,  Chief Executive  Dominic Hardisty,  Chief Operating Officer | 14 August 2017 |

**Recommendation**

The Board is asked to note this report.

**Author and title:** Laura Smith, Corporate Governance Officer

**Lead Executive Director:** Kerry Rogers, Director of Corporate Affairs & Company Secretary

1. *A risk assessment has been undertaken around the legal issues that this paper presents and there are no issues that need to be referred to the Trust Solicitors.*