

# Report to the Meeting of the

# Oxford Health NHS Foundation Trust

BOD 117/2018

(Agenda Item: 17)

# Board of Directors

**27 September 2018**

**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 27 June 2018. This report provides information about the application of the Trust’s seal between 28 June 2018 and 26 September 2018.

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** |
| Deed of variation relating to Rowan House, Littlemore Mental Health Centre between Oxford Health NHS FT (landlord) ad Response (tenant) | 298 | Stuart Bell, Chief Executive Dominic Hardisty, Chief Operating Officer | 02/07/18 |
| Licence to underlet and underlease of part of Rowan House, Littlemore Mental Health Centre between Oxford Health NHS FT (landlord), Response (tenant) and Cirencester Housing Ltd (undertenant) | 299 | Stuart Bell, Chief Executive Dominic Hardisty, Chief Operating Officer | 02/07/18 |
| Underlease relating to Second Floor, Prospect House, Crendon Street, High Wycombe between Amalgamated Berkshire Properties Limited (landlord) and Oxford Health NHS FT (tenant) | 300 | Stuart Bell, Chief ExecutiveRos Alstead, Director of Nursing & Clinical Standards | 13/08/18 |
| Licence for alterations relating to Second Floor, Prospect House, Crendon Street, High Wycombe between Amalgamated Berkshire Properties Limited (landlord) and Oxford Health NHS FT (tenant) | 301 | Stuart Bell, Chief ExecutiveRos Alstead, Director of Nursing & Clinical Standards | 13/08/18 |
| Deed of variation in relation to a contract for an Electronic Health Record solution between Oxford Health NHS FT (customer) and Advanced Health and Care Limited (supplier) | 302 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance  | 23/08/18 |
| Renewal lease by reference to existing lease relating to Unit 5, Des Roches Square, Witney, Oxfordshire between West Oxford District Council (landlord) and Oxford Health NHS FT (tenant) | 303 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 13/09/18 |
| Lease relating to part of the Elms Road Children’s Centre, Elms Road, Botley between Oxfordshire County Council (landlord) and Oxford Health NHS FT (tenant) | 304 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 13/09/18 |
| Deed of variation to a lease relating to Rowan House, Littlemore Mental Health Centre between Oxford Health NHS FT (landlord) and Response (tenant) | 305 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 13/09/18 |
| Licence to underlet relating to part of Rowan House, Littlemore Mental Health Centre between Oxford Health NHS FT (landlord), Response (tenant) and Cirencester Housing Ltd (undertenant) | 306 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 13/09/18 |
| Lease of the Former Farmer Unit, Savernake Hospital, Marlborough between Great Western Hospitals NHS Ft (landlord) and Oxford Health NHS FT (tenant) | 307 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 13/09/18 |

**Recommendation**

The Board is asked to note this report.

**Author and title:** Hannah Smith, Assistant Trust Secretary

**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.*