

# Report to the Meeting of the

# Oxford Health NHS Foundation Trust

BOD 38(i)/2019

(Agenda Item: 14)

# Board of Directors

**27 March 2019**

**Corporate Registers: Application of Trust Seal**

**For: Information and Assurance**

**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 September 2018. This report provides information about the application of the Trust’s seal between 28 September 2018 and 26 March 2019.

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

### REGISTER OF SEALING

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| --- | --- | --- | --- |
| **Details** | **Seal No.** | **Signatory** | **Date** |
| Contract for the provision of School of Nursing and College Nursing Services, Public Health Promotion Resources Services and a National Child Measurement Programme for Oxfordshire | 308 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 30/10/18 |
| Licence to underlet relating to premises at Oxbridge Court, Old Fruiterers Yard, Osney Mead, Oxford between: Maureen Keenan and Tony Keenan (Landlord); International NGO Training and Research Centre (Tenant); and Oxford Health NHSFT (Undertenant) | 309 | Stuart Bell, Chief ExecutiveRos Alstead, Director of Nursing & Clinical Standards | 07/12/18 |
| Underlease by reference to Superior Lease relating to premises at Oxbridge Court, Old Fruiterers Yard, Osney Mead, Oxford between International NGO Training and Research Centre (Landlord) and Oxford Health NHSFT (Tenant) | 310 | Stuart Bell, Chief ExecutiveRos Alstead, Director of Nursing & Clinical Standards | 07/12/18 |
| Contract for the provision of a social supervisor between Middlesborough Council and Oxford Health NHSFT | 311 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 07/01/19 |
| Lease of part of the Ground Floor of the Rectory Centre, Rectory Road, Oxford OX4 1BU between Oxford Health NHSFT (Landlord) and Turning Point (Tenant) | 312 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 21/02/19 |
| Lease relating to Unit No. 5, No. 46 Sandford Lane, Kennington, Oxford between Andrew H.O. Leadbitter (Landlord) and Oxford Health NHSFT (Tenant) | 313 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance  | 21/02/19 |
| Lease relating to Units 42-44A Sandford Lane, Kennington, Oxford between Andrew H.O. Leadbitter (Landlord) and Oxford Health NHSFT (Tenant) | 314 | Stuart Bell, Chief ExecutiveMike McEnaney, Director of Finance | 27/02/19 |

**Recommendation**

The Board is asked to note this report.

**Author and title:** Dellisha Strain, 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.*