

# Report to the Meeting of the

# Oxford Health NHS Foundation Trust

**RR/App 07/2020**

(Agenda item: 23(i))

# Board of Directors

**22 July 2020**

**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 29 January 2020. This report provides information about the application of the Trust’s seal between 24 January 2020 and 15 July 2020.

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** |
| Lease renewal - Unit 5, Des Roches Square, Witney, between West Oxfordshire District Council (landlord) and Oxford Health NHS FT (tenant) Term: 5 years expiring on 26 September 2024 Yearly rent: £37000 per annum | 340 | Stuart Bell,  Chief Executive  Mike McEnaney,  Director of Finance | 12/02/2020 |
| Lease commencement – The Family Centre, Newlands Avenue, Didcot (Green Square Community Housing)  i. New lease between Green Square Community Housing (landlord) and Oxford Health NHS FT (tenant); and  ii. Licence for alterations (minor works) between Green Square Community Housing (landlord) and Oxford Health NHS FT (tenant)  Term: 5 years  Yearly rent: £22,980 per annum | 341 | Stuart Bell,  Chief Executive  Mike McEnaney,  Director of Finance | 12/02/2020 |
| New underlease of part of East Oxford Health Centre, 1 Manzil Way, Oxford OX4 1XD through:  i. Licence to underlet part between Oxford Infracare LIFT Limited (landlord), Community Health Partnerships Ltd (tenant) and Oxford Health NHS FT (undertenant).  ii. Underlease between Community Health Partnership Ltd (landlord) and Oxford Health NHS FT (tenant).  Term: 5 years expiring on 31 March 2024  Yearly rent: £1,058,000 per annum | 342 | Stuart Bell,  Chief Executive  Mark Hancock,  Medical Director  Mike McEnaney,  Director of Finance | 12/02/2020 |
| Lease of Temple House and Unit 15, Temple Court, Keynsham, Bristol and Keynsham Properties Limited (landlord) and Oxford Health NHS FT (tenant)  Term: 25 March 2020 to 24 March 2030  Yearly rent: £89,512 per annum | 343 | Stuart Bell,  Chief Executive  Marie Crofts, Chief Nurse | 12/06/2020 |

**Recommendation**

The Board is asked to note this report.

**Lead Executive Director:** Kerry Rogers, Director of Corporate Affairs and 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.*
2. ***Strategic Objectives/Priorities*** *– this report relates to or provides assurance and evidence against the following Strategic Objectives/Priorities of the Trust:*

*1) Deliver the best care possible within available resources*

*(Goals: delivering the best care possible within available resources through improved safety, effective evidence-based treatments and an improved patient experience to create better outcomes for those who use our services)*

*2) Deliver care in the most efficient way*

*(Goals: focus on getting the most value and benefit from the expertise of staff, and from organisational processes, finances, and system relationships to achieve a high-level of organisational effectiveness)*