

Board of Directors Meeting in Public - Cover Sheet

Subject:	Quarterly Reflection Report - Documents Sealed and Signed (Quarter 4, 2023/24)		Date:	2 nd May 2024	
Prepared By:	Clare Jones, Corporate PA				
Approved By:	Sally Brook Shanahan, Director of Corporate Affairs				
Presented By:	Sally Brook Shanahan, Director of Corporate Affairs				
Purpose					
This report serves to provide the Board with a comprehensive overview of the Trust's use of the Official Seal, ensuring transparency and accountability in its application.				Approval	
				Assurance	X
				Update	
				Consider	
Strategic Objectives					
Provide outstanding care in the best place at the right time	Empower and support our people to be the best they can be	Improve health and wellbeing within our communities	Continuously learn and improve	Sustainable use of resources and estates	Work collaboratively with partners in the community
Principal Risk					
PR1	Significant deterioration in standards of safety and care				
PR2	Demand that overwhelms capacity				
PR3	Critical shortage of workforce capacity and capability				
PR4	Failure to achieve the Trust's financial strategy				
PR5	Inability to initiate and implement evidence-based Improvement and innovation				
PR6	Working more closely with local health and care partners does not fully deliver the required benefits				
PR7	Major disruptive incident				
PR8	Failure to deliver sustainable reductions in the Trust's impact on climate change				
Committees/groups where this item has been presented before					
N/A					
Acronyms					
Q4 – Quarter 4					
Executive Summary					
<p>This quarterly reflection report provides an overview of the documents sealed and signed by the Board during Q4 2023/24. In accordance with Standing Order 10 and the delegated authority in the Scheme of Delegation, the Sherwood Forest Hospitals (NHS) Foundation Trust Official Seal has been affixed to the following documents during Q4:</p> <p><u>Seal number 108</u></p> <p>Between: <i>Sherwood Forest Hospitals NHS FT and NHS Property Services Limited</i></p> <p>Details of the contact: Deed of surrender relating to: Out of Hours Emergency Facility (Byron House) at King's Mill Hospital</p> <p>Signed/Sealed by the Chief Executive Officer and the Chief Financial Officer Dated: 4th January 2024</p>					

Seal number 109

Between:

Sherwood Forest Hospitals NHS FT and Kier Construction Ltd

Details of the contract:

Demolition of the old Victorian Building and associated Service Divisions located at Mansfield Community Hospital

Signed/Sealed by the Chief Executive Officer and the Chief Financial Officer

Dated: 26th January 2024

Seal number 110

Between:

Sherwood Forest Hospitals NHS FT and Bizspace Ltd

Details of the contract:

Five-year lease for Byron Court

Signed/Sealed by the Chief Executive and Chief Financial Officer

Dated 7th February 2024

Seal number 111

Between:

Sherwood Forest Hospitals NHS FT and Bevan Brittan

Details of the contract:

Appointment of WSP UK Ltd in relation to the Provision of Asset Surveying and Scheduling of Programmed Maintenance Works at KMH, MCH and Newark Hospital

Signed/Sealed by the Chief Executive and Chief Financial Officer

Dated 23rd February 2024

Seal number 112

Between:

Sherwood Forest Hospitals NHS FT and Bevan Brittan

Details of the contract:

Survey Deed in relation to the Project Agreement for KHM, MCH and Newark Hospital

Signed/Sealed by the Chief Executive and Chief Financial Officer

Dated 23rd February 2024

Seal number 113

Between:

Sherwood Forest Hospitals NHS FT and Bevan Brittan

Details of the contract:

Letter of Appointment of Fire Safety Engineer relating to Fire Safety Requirements at KMH, MCH and Newark Hospital

Signed/Sealed by the Chief Executive and Chief Financial Officer

Dated 23rd February 2024

Seal number 114

Between:

Sherwood Forest Hospitals NHS FT, NHS Property Services Ltd, Nottinghamshire Healthcare NHS Foundation Trust and Bevan Brittan

Details of the contract:

Enabling Works Licence relating to land at Mansfield Community Hospital

Signed/Sealed by the Chief Executive and Chief Financial Officer

Dated 28th February 2024

Seal number 115

Between:

Sherwood Forest Hospitals NHS FT, Newark & Sherwood District Council

Details of the contract:

Lease of car park, Bowbridge Road, Newark Hospital

Signed/Sealed by the Chief Executive and Chief Financial Officer

Dated 25th April 2024

The Board is asked to **NOTE** the use of the Trust Seal.