

Board of Directors Meeting in Public - Cover Sheet

Subject:	Quarterly Reflection Report - Documents Sealed and Signed (Quarter 2, 2023/24)		Date: 2 nd November 2023		
Prepared By:	Laura Webster, Corporate Secretariat Team Leader				
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	Improve health and well-being within our communities	Empower and support our people to be the best they can be	To continuously learn and improve	Sustainable use of resources and estate	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					
Q2 – Quarter 2					
Executive Summary					
<p>This quarterly reflection report provides an overview of the documents sealed and signed by the Board during Q2 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 Q2:</p> <p>Seal number 104 - 7th July 2023 Between <i>Sherwood Forest Hospitals NHS FT</i> and <i>Nottinghamshire Hospitals Plc ("Project Co")</i></p> <ul style="list-style-type: none"> Arrangements for the conversion of Old Ward 3 to create a new Discharge Lounge to be delivered at King's Mill Hospital. <p>Seal number 105 - 7th July 2023 Between <i>Sherwood Forest Hospitals NHS FT</i> and <i>Nottinghamshire Hospitals Plc ("Project Co")</i></p> <ul style="list-style-type: none"> Arrangements for a modular laminar flow theatre and internal repurposing and reconfiguration of Theatre Spaces to be delivered at Newark General Hospital. 					

Seal number 106 - 17th August 2023

Between *Sherwood Forest Hospitals NHS FT* and *Nottinghamshire Healthcare NHS Trust*

- Lease in relation to Room 034075, Level 4, Tower 3, KMH.

Seal number 107 - 17th August 2023

Between *Sherwood Forest Hospitals NHS FT* and *Newark & Sherwood District Council*

- Deed of variation.

Following the sealing and signing of these documents, this record is brought to the subsequent Board meeting for assurance.

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