# Outstanding Care, Compassionate People, Healthier Communities



# **Board of Directors Meeting in Public - Cover Sheet**

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.  Strategic Objectives  Provide outstanding support our and wellbeing learn and outstanding care in the best place at the right time can be  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	Subje	ct:	Quarterly Reflection Report - Documents Sealed and Signed (Quarter 4, 2023/24)			Date:	2 <sup>nd</sup> May 2024	
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benefits								
	PR6							
PR7 Major disruptive incident								
	PR7							
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	N/A							

# **Acronyms**

Q4 – Quarter 4

### **Executive Summary**

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:

### Seal number 108

#### Between:

Sherwood Forest Hospitals NHS FT and NHS Property Services Limited

#### **Details of the contact:**

Deed of surrender relating to: Out of Hours Emergency Facility (Byron House) at King's Mill Hospital

Signed/Sealed by the Chief Executive Officer and the Chief Financial Officer Dated:  $4^{\text{th}}$  January 2024

# 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: 26<sup>th</sup> 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 7<sup>th</sup> 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 23<sup>rd</sup> 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 23<sup>rd</sup> 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 23<sup>rd</sup> 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 25<sup>th</sup> April 2024

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