

EXECUTIVE SUMMARY**REPORT TO THE BOARD OF DIRECTORS
HELD ON WEDNESDAY 20 SEPTEMBER 2017**

Subject	Corporate Seal
Supporting TEG Member	Sandi Carman, Assistant Chief Executive
Author	Sarah Hardy, Land and Property Manager Sue Coulson, Business Manager, Board of Directors
Status¹	A*

PURPOSE OF THE REPORT

Board of Directors' approval is sought to the affixing of the Corporate Common Seal to the following documents:

- Lease with Blatchford & Sons (provider of prosthetic and orthotic services to the Trust) for space within the M&SRC Building at the Northern General Hospital (see Appendix 1)
- Three Contracts between Sheffield Teaching Hospitals NHS Foundation Trust and ANSA Elevators Ltd. for works to refurbish the following lifts at the Royal Hallamshire Hospital:
 - 2 x Passenger/Good Lifts – Nos. 20 and 22
 - 4 x Passenger Lifts – Nos. 1, 2, 6, & 7 and 4 Bed/Passenger Lifts Nos. 3, 4, 8 & 9
 - Refurbish Passenger Lift No. 5
- Contract between Sheffield Teaching Hospitals NHS Foundation Trust and ANSA Elevators Ltd. for works to install a firefighting passenger lift (No. 10) within an existing empty shaft at the Royal Hallamshire Hospital
- Contract between Sheffield Teaching Hospitals NHS Foundation Trust and ANSA Elevators Ltd. for works at the Jessop Hospital for the full replacement of two bed passenger lifts and two passenger lifts (Nos. 45, 46, 47 & 48)

IMPLICATIONS²

AIM OF THE STHFT CORPORATE STRATEGY 2012-2017		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	
2	Provide Patient Centred Services	
3	Employ Caring and Cared for Staff	
4	Spend Public Money Wisely	✓
5	Deliver Excellent Research, Education & Innovation	

RECOMMENDATIONS

The Board of Directors is asked to approve the affixing of the corporate seal to the above documents.

¹ Status: A = Approval
A* = Approval & Requiring Board Approval
D = Debate
N = Note

² Against the five aims of the STHFT Corporate Strategy 2012-2017

**EXECUTIVE SUMMARY
REPORT TO BOARD OF DIRECTORS
HELD ON 20TH SEPTEMBER 2017**

Subject	A lease with Blatchford's who provide prosthetic and orthotic services to the Trust from the M&SRC building at the Northern General Hospital
Supporting TEG Member	Professor Hilary Chapman, Chief Nurse and Sandi Carman, Assistant Chief Executive
Author	Sarah Hardy, Land & Property Manager
Status¹	A*

PURPOSE OF THE REPORT

To obtain the Board of Directors approval and the seal for a lease of space within the M&SRC Building at the Northern General Hospital with Blatchford's who won the Prosthetic & Orthotic tender

KEY POINTS

- Blatchford's have provided the prosthetic and orthotic services, on behalf of the Trust, managed by the Specialised Rehabilitation Directorate, for approximately 20 years. Core prosthetic and orthotic services are delivered from the M&SRC building. Prior to 2014, the Trust did not have a formal lease arrangement in place.
- The Specialised Rehabilitation Directorate sought to introduce a managed service contract and put tenders out for the prosthetic and orthotic service and the wheelchair and special seating service in 2013. Blatchford's won the tender for the prosthetic and orthotic service in December 2013.
- To coincide with the service contract tender, the Directorate of Estates advised that a lease must be put in place with a third party occupier to protect the Trust's interests. This was agreed and Estates worked with the Trust's Solicitor to prepare a lease to distribute in the tender pack in September 2013.
- The lease is for a period of 7 years with possible one year extensions to a maximum period of 10 years. If the service contract finishes after 7 years, (the terms of the service contract began on the 1st August 2014), then the lease will also end.
- Blatchford's will have internal repairing and maintenance obligations for the space they occupy and the Trust as landlord will continue to be responsible for the fabric of the building e.g. roof, external walls and windows.
- Although the Trust originally signed the lease in 2014 Blatchford's have only recently signed it in April 2017 following resolution of a number of outstanding issues. As both of the Trust signatories in 2014 have now left the Trust, the solicitor has advised that the lease and plan needs to be re-signed by the Trust.
- Factors which have contributed to the delay in signing are described in the table below:

<u>Factor</u> <u>(direct & indirect)</u>	<u>Raised</u> <u>Month/Year</u>	<u>Resolved</u> <u>Month/Year</u>	<u>Status</u>
Service Contract – Contracted Out Services VAT Recovery	Mar-15	Oct-16	Agreed following advice given by Trust's VAT advisor
Service Contract – Key performance indicators	Jul-14	Nov-16	Revised KPIs agreed by Spec Rehab DEG
Lease - License for Alterations	Jul-14	Jul-16	Not pursued as ultimately not req'd
Lease - Schedule of Condition	Jul-14	Jan-17	Ultimately not pursued by either party

Lease - Option to Tax	Jun-14	Jul-14	Agreed and HMRC notified
Lease - Proposed Revision to Demise	Jul-14	Jan-15	Not pursued as ultimately not req'd
BT Wayleave Request	Jul-14	Aug-17	Agreed to coincide with Blatchfords signing of lease

IMPLICATIONS²

AIM OF THE STHFT CORPORATE STRATEGY 2012-2017		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	
2	Provide Patient Centred Services	✓
3	Employ Caring and Cared for Staff	
4	Spend Public Money Wisely	✓
5	Deliver Excellent Research, Education & Innovation	

RECOMMENDATIONS

That the Board of Director's approve the granting of space to Blatchford's in the M&SRC Building at NGH and seal and sign the lease.

APPROVAL PROCESS

Meeting	Date	Approved Y/N
TEG	30 Apr 2014	Y
TEG	6/9/17	Y

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² Against the five aims of the STHFT Corporate Strategy 2012-2017