

EXECUTIVE SUMMARY**REPORT TO THE BOARD OF DIRECTORS**
WEDNESDAY 18th OCTOBER 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:

- Supplemental Lease with AMT Coffee Limited for the Storage Room in the Huntsman Building at the Northern General Hospital (see Appendix 1)
- Contract between Sheffield Teaching Hospitals NHS Foundation Trust and T & C Williams (Builders) Ltd. for works at the Jessop Wing to refurbish the Special Care Baby Unit (Contract value: £567,578.00 and forms part of the 2015/16 Capital Programme.

KEY POINTS

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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.

APPROVAL PROCESS

Meeting	Date	Approved Y/N

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

SHEFFIELD TEACHING HOSPITALS NHS FOUNDATION TRUST

EXECUTIVE SUMMARYREPORT TO BOARD OF DIRECTORS
WEDNESDAY 18 OCTOBER 2017

Subject	Supplemental Lease with AMT Coffee Limited for the Storage Room in the Huntsman Building at NGH
Supporting TEG Member	Mrs Sandi Carman, Assistant Chief Executive
Author	Sarah Hardy Land & Property Manager
Status¹	A*

PURPOSE OF THE REPORT

To obtain Board approval and the official seal for the Supplemental Lease with AMT Coffee Limited for the Storage Room in the Huntsman Building at the Northern General Hospital

KEY POINTS

- AMT Coffee Limited requested the use of storage space close to their unit in the Huntsman Building. A location was made available and the occupation needed to be formalised.
- The Trust lawyer advised that a supplemental lease was required and the first part of the engrossment contains the supplemental lease. The remaining pages are the lease for the coffee shop which was signed and sealed in January 2016.
- AMT Coffee Limited will pay for the storage room and the supplemental lease is co-terminous with the 2016 lease.
- Each party is paying its own legal fees.

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 approve, seal and sign the supplemental lease

APPROVAL PROCESS

Meeting	Date	Approved Y/N
TEG via email	Oct 2017	

¹ Status: A = Approval
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² Against the five aims of the STHFT Corporate Strategy 2012-2017