

Executive Summary

Report to the Board of Directors

Being Held on 25 January 2022

Subject	Application of the Corporate Seal
Supporting TEG Member	Sandi Carman, Assistant Chief Executive
Author	Rachael Winterbottom, Business Manager Board of Directors
Status¹	N

PURPOSE OF THE REPORT

To retrospectively report in public four approvals granted by the Board of Directors in December 2021 at the meeting held in private.

KEY POINTS

It was necessary to seek Board of Directors approval to apply the Corporate Seal to the following documentation between meetings held in public. Approval was therefore sought from the Board of Directors at the meeting held in private in December 2021. Approval of these four applications is therefore reported retrospectively to this meeting held in public.

1. Contract documents relating to the lift refurbishments at Weston Park Hospital.
2. Lease renewal with Blatchford Limited for space within the Mobility and Specialised Rehab Centre (MASRC) at Northern General Hospital.
3. Contract with Haringey Council for the provision of Toxicology Services as a Deed.
4. Lease surrender by ISS Mediclean Limited in relation to retail units at the Outpatients Department on A Floor at the Royal Hallamshire Hospital A Floor and Chesterman on C Floor at the Northern General Hospital

Further detail is provided in Appendix 1.

IMPLICATIONS²

AIM OF THE STHFT CORPORATE STRATEGY		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 **note** the approval to apply relevant signatures and seal and the Trust to the above listed documents granted at the December 2021 Board of Directors' meeting held in private.

APPROVAL PROCESS

Meetings	Date	Approved Y/N
Trust Executive Group	08/12/2021	Y

Application of the Corporate Seal Appendix 1

1) Contract documents relating to lift refurbishments at Weston Park Hospital

- The contract is between the Trust and Classic Lifts Limited.
- The form of contract is: The MF1 Short Form of Contract.
- The contractor has design responsibilities under this form of contract.
- The works on site commenced in August 2021, completion date 25 November 2021.
- Contract value: £699,706.00.

2) Lease renewal with Blatchford Limited for space within the Mobility and Specialised Rehabilitation Centre at Northern General Hospital

- Blatchford Limited provide prosthetic and orthotic services to the Trust from the Mobility and Specialised Rehabilitation Centre at the Northern General Hospital.
- This will be the second lease with the tenant Blatchford Limited for space in the M&SRC.
- The Specialised Rehabilitation Directorate have a managed service contract with Blatchford Limited. A contract extension of 3 years is being completed by procurement.
- The lease is to run alongside the extension of the managed service contract from 1 August 2021 to 31 July 2024 and the rent will be £56,600 per annum.
- The tenant will also be charged for utilities via a service charge and both parties are to pay their own legal fees.

3) Contract with Haringey Council for the provision of Toxicology Services being executed as a Deed

- The Trust submitted a bid to provide Toxicology Services to Haringey Council through a formal tender process. On the 15 July 2021, a letter of intent was received confirming award of the contract, subject to the execution of a contract.
- As part of the bidding process the contract documentation was reviewed by the Head of Commercial Development and the Contracts Director.
- The anticipated value of the contract over a 3-year period is circa £225k.
- The scheme of delegation for Haringey Council requires contracts to be executed as a Deed for which Board approval is required.

4) Surrender of the leases by ISS Mediclean Limited in relation to retail units in the Outpatients Department on A Floor at the Royal Hallamshire Hospital and at Chesterman C Floor at the Northern General Hospital

- ISS Mediclean Limited run the café units at RHH OPD on A floor and NGH Chesterman C floor under the terms of a lease for each one.
- As a result of the restrictions introduced by the Government due to the Covid 19 pandemic ISS ran both units on reduced hours from 18 March 2020 with a take away only service.
- They closed both units on 6th November 2020 and these have remained closed ever since.
- Both leases are for a period of 15 years from 23 May 2018 to 22 May 2033 with an option to break on 23 May 2023.
- ISS have requested to surrender both leases and the Trust has accepted this.
- Application of the Corporate Seal is required for the completion of the lease surrender documentation for filing with HM Land Registry.
- ISS have agreed to pay rent up to the break date. They will pay service charges up to the date they closed the stores. They will pay outstanding utility charges.
- White & Co surveyors instructed by STH have valued the assets left in the units at £18,000.
- The total payable against the NGH unit is £177,041.
- The total payable against the RHH unit is £239,279.
- The plan for these empty units is to consider whether to engage with the market again or to develop an STH offer, ensuring that any proposal is focused on meeting the needs of staff.