

Executive Summary

Report to the Board of Directors

Being Held on 30 November 2021

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

PURPOSE OF THE REPORT

To seek the Board of Directors approval for the application of the relevant signatures and common seal of the Trust to the contract documentation listed below and to retrospectively report in public two approvals granted by the Board of Directors in October 2021 at the meeting held in private.

KEY POINTS

New requests for approval to apply the Corporate Seal

The following documents require the application of relevant signatures and the common seal of the Trust:

- 1) Contact documentation relating to the Wheata Dental Clinic refurbishment and extension
- 2) Contract documentation relating to the Vickers 4 ward refurbishment at the Northern General Hospital

Applications of the Corporate Seal to retrospectively report to the Board of Directors at the meeting in public

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

- 3) Leases for the Boots Pharmacy Units at the Royal Hallamshire Hospital and Northern General Hospital
- 4) Lease and licence for alterations at Burleigh Street Health Centre, Barnsley for community systematic anti-cancer treatment (SACT) Day Case Unit

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:

- 1) Approve the application of relevant signatures and seal and the Trust to the:
 - Contact documentation relating to the Wheata Dental Clinic refurbishment and extension
 - Contract documentation relating to the Vickers 4 ward refurbishment at the Northern General Hospital
- 2) Note the approval to apply relevant signatures and seal and the Trust to the following documents granted at the October 2021 Board of Directors at the meeting held in private:
 - Boots Pharmacy Units at the Royal Hallamshire Hospital and Northern General Hospital, and;
 - Burleigh Medical Centre for Weston Park SACT

APPROVAL PROCESS

Meetings		Date	Approved Y/N
Trust Executive Group	Boots Pharmacy Units	13/10/2021	Y
Trust Executive Group	Burleigh Medical Centre	20/10/2021	Y
Trust Executive Group	Wheata Dental Clinic refurbishment and extension	10/11/2021	Y
Trust Executive Group	Vickers 4 ward refurbishment	17/11/2021	Y

Appendix 1

1) Contact documentation relating to the Wheata Dental Clinic refurbishment and extension

- The contract is between the Trust and T&C Williams (Builders) Limited
- The form of contract is: The JCT Intermediate Building Contract 2011. The contractor has no design responsibilities under this form of contract.
- The works on site commenced on 30 November 2020
- Completion date 10 September 2021
- Contract value: £1,480,286.00

2) Contract documentation relating to the Vickers 4 ward refurbishment at the Northern General Hospital

- The contract is between the Trust and Jarvale Construction Limited.
- The form of contract is: The JCT Intermediate Building Contract 2011. The contractor has design responsibilities under this form of contract.
- The works on site commenced on 18 May 2021.
- Completion date 7 August 2021.
- Contract value: £457,088.44.

3) Leases for the Boots Pharmacy Units at the Royal Hallamshire Hospital and Northern General Hospital

- This will be the third lease with the tenant Boots UK Limited for both the Royal Hallamshire Hospital (RHH) and Northern General Hospital (NGH) units.
- Both leases are for a period of 1 year from 2 November 2021 to 1 November 2022.
- The rent will be £83,182.42 per annum for the RHH unit and £143,044.00 for the NGH unit.
- The tenant will also be charged for utilities via a service charge.

4) Lease and licence for alterations at Burleigh Street Health Centre, Barnsley for community SACT Day Case Unit.

- Business Planning Team (BPT) approved a case for the community systematic anti-cancer treatment Day Case Unit at Burleigh Street Health Centre, Barnsley on 18 June 2021.
- This will be the first lease with the Landlord, Park Grove Burleigh Limited.
- The lease is for a period of 2 years from to with an option to break at 18 months.
- The rent will be £45,000 per annum
- The service charge is £3,500 per annum which includes utilities.
- The licence for alterations gives the Trust permission to carry out works to the leased rooms.