

Executive Summary
Report to the Board of Directors
Being Held on 26 March 2024

Subject	Application of the Corporate Seal
Sponsor	Chris Morley, Chief Nurse
Author	Maria Madgwick, Senior Estates Property Manager Collated by Claire Coles, Senior Business Manager
Status¹	A*

PURPOSE OF THE REPORT

To seek Board of Directors approval to apply the Corporate Seal of the Trust to relevant documents related to the:

1. Renewal of lease for office accommodation at Cherry Tree Business Centre for the Nether Edge and Fulwood Green District Nursing teams for a further 5 years, with an optional break at 3 years.

Retrospective reporting of application of the seal to the:

2. Lease and Licence for Alterations with Hospital Broadcasting Sheffield, Beech Hill residency block 3, flat 39, Royal Hallamshire Hospital
3. New Gamma Camera Suite, Weston Park Hospital
4. Contract for the Replacement of Generators Projects, Royal Hallamshire Hospital

KEY POINTS

1. Renewal of lease for office accommodation at Cherry Tree Business Centre for the Nether Edge and Fulwood Green District Nursing teams.
 - The Nether Edge and Fulwood Green District Nursing teams moved into office accommodation in the lower ground floor of Cherry Tree Business Centre in 2017 because Sheffield Health and Social Care NHS FT had given STH notice to vacate their existing base in the Fulwood building due to the imminent sale of the building.
 - The initial lease was for three years and expired on 26 September 2020. In early 2020 an attempt was made to agree a new lease with the Landlords. They have not been forthcoming with heads of terms until just recently.
 - The new lease will be for a period of five years with an option to break at year three on six months' notice.
 - The cost will be £14,400 p/a rent plus £450 per month for business rates, service charge and utilities excluding IT networking. The IT networking service charge is an internal STH charge.
 - STH are responsible for partial repairs and maintenance to include repairs to any of the glazing in the windows, internal painting and decoration, carpets and flooring.
 - Both parties are to bear their own legal costs.

Retrospective reporting of application of the seal to the:

2. Lease and licence for Alterations with Hospital Broadcasting Sheffield
 - Hospital Broadcasting Sheffield (HBS) are a charitable organisation who provide hospital radio via the Wifispark former Hospedia Patientline equipment at the patient bedside.
 - They have previously occupied space at the Royal Hallamshire Hospital in rooms adjacent to the main plant rooms. This location was designated as unsafe in 2021 as they are staffed by a team of volunteers and the fire evacuation route was via the roof and back into the building via another plant room. The service has been paused since this time.
 - A new space has been identified in the Beech Hill residency block.
 - The space requires some alterations which HBS are funding themselves. Estates will carry out electrical works to ensure compliance with electrical and fire safety. The licence for alterations sets out the full extent of the works they want to carry out.

- The lease for the space will be for a period of 12 months. The rent will be on a peppercorn basis.
- The tenant will be under an obligation to maintain the internal space in good repair and condition.
- Each party will pay their own legal costs.

3. New Gamma Camera Suite, Weston Park Hospital

- The contract is between the Trust and Jarvale Construction Limited.
- The form of contract is The JCT Intermediate Building Contract 2016.
- The contractor does not have any design responsibilities under this form of contract.
- The works commenced on site in May 2022.
- Completion was January 2023.
- Contract value £1,667,923.39.

4. Replacement of Generators Projects, Royal Hallamshire Hospital

- The contract is between the Trust and TGC International Limited.
- The form of contract is the Institute of Engineering and Technology Model Form of Contract MF/1 (Rev 6).
- The contractor does have design responsibilities under this form of contract.
- The works commenced on site in July 2022.
- Completion is expected in March 2024.
- Contract value £6,344,350.00

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	
6	Create a Sustainable Organisation	

RECOMMENDATIONS

The Board of Directors is asked to:

APPROVE the application of the relevant signatures to:

1. The renewal of lease for office accommodation at Cherry Tree Business Centre for the Nether Edge and Fulwood Green District Nursing teams for a further five years, with an optional break at three years.

NOTE retrospective reporting of the application of the seal to:

2. The lease and licence for alterations with Hospital Broadcasting Sheffield.
3. The contract documents related to the new Gamma Camera Suite at Weston Park Hospital.
4. The contract documents for the Replacement of Generators Projects, Royal Hallamshire Hospital.

APPROVAL PROCESS

Meeting	Date	Approved Y/N
Board of Directors held in Private	27/02/2024	Y
Board of Directors held in Private	26/03/2024	

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

² Against the six aims of the STHFT Corporate Strategy 'Making a Difference – The next Chapter 2022-27'