

Executive Summary

Report to the Board of Directors held in Public

Being Held on 26 July 2022

Subject	Application of the Corporate Seal
Supporting TEG Member	Sandi Carman, Assistant Chief Executive
Author	Roxanne Maritz, Business Manager Chief Executive Office
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.

KEY POINTS

The following contract documentation requires the application of relevant signatures and the common seal of the Trust relating to the:

- 1) Refurbishment of Ward H1 at the Royal Hallamshire Hospital.
- 2) Reconfiguration of the Breast Screening Services at the Royal Hallamshire Hospital.
- 3) Redevelopment of the A-Floor Theatres (Phase Five) at the Royal Hallamshire Hospital.
- 4) Lease renewal for the Diabetic Eye Screening Department at 275 Glossop Road.
- 5) Lease renewal for space at Northern General Hospital and Weston Park Hospital for Saba Parking Services United Kingdom limited.

Further details 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	
6	Create a Sustainable Organisation	

RECOMMENDATIONS

The Board of Directors is asked to approve the application of the relevant signatures and Trust seal to the documentation listed above.

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APPROVAL PROCESS

Meeting	Date	Approved Y/N
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Trust Executive Group	Ward H1 refurbishment Breast Screening reconfiguration A-Floor Theatres (Phase Five) redevelopment	15/06/2022	Y
Trust Executive Group	Diabetic Eye Screening (275 Glossop Road) lease renewal Saba Parking Services United Kingdom Limited space lease renewal	13/07/2022	Y

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'

Appendix 1

- 1) Contract documentation relating to the refurbishment of Ward H1 at the Royal Hallamshire Hospital.**
 - The contract is between the Trust and T&C Williams Ltd.
 - The form of contract is: The JCT Intermediate Building Contract 2011.
 - The contractor does not have design responsibilities under this form of contract.
 - The works on site commenced in July 2021.
 - Completion date originally April 2022, expected June 2022.
 - Contract value: £1,634,245.00.

- 2) Contract documentation relating to the reconfiguration of the Breast Screening Services at the Royal Hallamshire Hospital.**
 - The contract is between the Trust and O & P Construction Services Limited.
 - The form of contract is: The JCT Intermediate Building Contract 2011.
 - The contractor does not have design responsibilities under this form of contract.
 - The works on site commenced in July 2021.
 - Completion date December 2021.
 - Contract value: £563,848.00.

- 3) Contract documentation relating to the redevelopment of the A-Floor Theatres (Phase Five) at the Royal Hallamshire Hospital**
 - The contract is between the Trust and Henry Boot Construction Ltd.
 - The form of contract is: The JCT Intermediate Building Contract 2011.
 - The contractor does not have design responsibilities under this form of contract.
 - The works on site commenced in January 2021.
 - Completion date August 2021.
 - Contract value: £1,759,319.89.

- 4) Contract documentation relating to the lease renewal for the Diabetic Eye Screening Department at 275 Glossop Road.**
 - The Diabetic Eye Screening Team have been resident in 275 Glossop Road since 2010.
 - The lease is for a further 5 years to run from July 2022 following this board approval.
 - The rent is £25,000 per annum (exclusive of VAT) and subject to review on the third anniversary of the term start date.
 - There is no rent-free period.
 - There is a tenant's option to break on the third anniversary of the term start date exercisable on giving not less than 6 months' prior written notice to the landlord and conditional on paying all rents. The condition and the notice requirements must be strictly followed for the break to be effective.
 - There is an obligation to redecorate the property in the last 3 months of the term both inside and out.

- 5) Contract documentation relating to the lease renewal for space at Northern General Hospital and Weston Park Hospital for Saba Parking Services United Kingdom limited.**
 - Facilities have recently extended their contract for parking services with Saba Park Services UK Limited for a period of 2 years from 3 October 2021.
 - Saba Park Services are occupying 2 rooms in the old boiler house at NGH, 2 rooms and a kiosk in the multi storey car park at RHH, a kiosk on C road at RHH and a shed at WPH.
 - The lease will run concurrently with the contract and if the contract terminates early for some reason, then so will the lease.
 - Because the original contract was drafted and agreed with Saba before Estates were involved, there will be no charge for the accommodation but STH retain the right to charge a peppercorn rent should we choose to do so.
 - Each party will bear their own legal costs