

## Executive Summary

### Report to the Board of Directors held in Public

being held on 28 March 2023

<b>Subject</b>	Application of the Corporate Seal
<b>Supporting TEG Member</b>	Sandi Carman, Assistant Chief Executive
<b>Author</b>	Roxanne Maritz, Business Manager Chief Executive Office
<b>Status<sup>1</sup></b>	A*

### PURPOSE OF THE REPORT

To retrospectively report in public one approval granted by the Board of Directors in February 2023 at the meeting held in private and 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 P1 Endoscopy Ward at the Royal Hallamshire Hospital
  - The contract is between the Trust and O & P Construction Ltd.
  - The form of contract is: The JCT Intermediate Building Contract 2016.
  - The contractor does not have design responsibilities under this form of contract.
  - The works on site commenced in July 2022.
  - Completion date January 2023.
  - Contract value: £2,645,705.25.
  
- 2) Panel 1 Contracts of the Estates Contractor Framework
  - The Estates Directorate has competitively tendered for a panel of framework contractors for the £0-£1.5 million project value category (Panel 1).
  - The contract documents establish the terms of any specific project contracts subsequently awarded.
  - The successful companies are:
    1. Walter West Builders Limited
    2. RLX Construction Limited
    3. Jarvale Construction Limited
    4. O & P Construction Services Limited
    5. Illingworth & Gregory Limited.
  - The contracts commenced on 7 February 2022 for a period of 3 years with an option to extend for a further 1 year.
  
- 3) The renewal of the lease for the OPD2 building at Northern General Hospital to Sheffield Children's.
  - The lease will be for a further period of 3 years from 1 April 2023.
  - The lease contains landlord and tenant break options exercisable on 31 March 2024 and 31 March 2025, with the tenant's option including a 6 months' notice period.
  - If STH wish to exercise the break this must be on 6 months' notice plus on condition that STH require the premises either for major redevelopment or that there is a defect that make the building unfit for occupation.
  - The rent is a capital charge and varies very slightly each year. For 22/23 financial year the charge was £42,500.
  - Service charges for the 22/23 financial year were £148,000 and similarly will vary slightly each year as this charge includes utilities.
  - Each party will bear their own legal costs.

4) Documentation relating to **the surrender of leases by Interpath on behalf of AMT Coffee Limited for the Huntsman Unit, Northern General Hospital and the B-Floor Unit at the Royal Hallamshire Hospital**, for filing with HM Land Registry, noting that:

- AMT Coffee Limited took leases for a café unit at the Huntsman entrance on C floor at Northern General plus a small store room behind the former switchboard along with a café unit at the main entrance of the Royal Hallamshire on B floor.
- The Northern General leases were for 15 years from 10 February 2016. The Royal Hallamshire lease was 27 April 2018 for 15 years.
- AMT Coffee Limited went into administration on 18 November 2022. Interpath are the appointed administrators and are surrendering the leases.
- The HM Land Registry documentation needs to be completed to formally complete the surrender of the leases and hand the spaces back to STH.

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 February 2023. Approval of the following application is therefore reported retrospectively to this meeting held in public.

## IMPLICATIONS<sup>2</sup>

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	Create a Sustainable Organisation	
6	Deliver Excellent Research, Education and Innovation	

## RECOMMENDATIONS

The Board of Directors is asked to:

- Approve the application of the relevant signatures and Trust seal to the documentation listed above.
- Note the retrospective reporting of the application of relevant signatures and seal of the Trust to the surrender of leases in February 2023

## APPROVAL PROCESS

Meeting		Date	Approved Y/N
Trust Executive Group	AMT Lease Surrender	22/02/2023	Y
Board of Directors held in private	AMT Lease Surrender	28/02/2023	Y
Trust Executive Group	Refurbishment of P1 Endoscopy Ward Panel 1 Contracts of Estates Contracts Framework	08/03/2023	Y
Trust Executive Group	Lease Renewal of OPD2	22/03/2023	Y