

AGENDA ITEM NO:**UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST
BOARD OF DIRECTORS
THURSDAY 29 APRIL 2010**

Title:	USE OF TRUST SEAL
Responsible Director:	David Burbridge, Director of Corporate Affairs
Contact:	Berit Reglar, Compliance Officer, ext 2933

Purpose:	To ask the Board of Directors to authorise the following officers to use the Trust Seal on their behalf and in accordance with good governance requirements inform the Board on the use of the Trust Seal.
Confidentiality Level & Reason:	
Medium Term Plan Ref:	
Key Issues Summary:	The Board of Directors are asked to approve the senior officers to whom authority to use the seal is delegated. The Board of Directors is asked to receive the register detailing the use of the Trust Seal.
Recommendations:	The Board is asked to: <ol style="list-style-type: none">1. Agree that any two of the officers from the attached list, acting together, are authorised to use the Trust Seal on their behalf,2. Note the register of sealing and record its receipt in the minutes of this meeting.

Signed:	Date: 21 April 2010
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UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST

BOARD OF DIRECTORS

THURSDAY 29 APRIL 2010

USE OF TRUST SEAL

PRESENTED BY DIRECTOR OF CORPORATE AFFAIRS

1. Introduction

- 1.1 In accordance with the Trust's Standing Orders Section 16 Custody of Seal and Sealing of Documents, paragraph 16.3.2 requires that;

'every 12 months, the Board will approve or renew a resolution authorising the Chairman, named Directors and the Foundation Secretary to sign on behalf of the Trust documents that require the use of the Seal and,

paragraph 16.4 Register of Sealing, requires that a report of all sealing shall be made to the Trust at least once every twelve months'.

- 1.2 Appendix A to this report details the resolution required to authorise, the Chairman, named Directors and the Foundation Secretary to use the Trust seal on behalf of the Trust.
- 1.3 The last report received by the Trust was on the 23 April 2009 and covered the period 1 January 2009 – 31 March 2009. Appendix B details the use of the seal between 1 April 2009 - 31 March 2010.

2. Recommendation

The Board are asked to

- i) Agree that any **two** of the named officers listed in Appendix A, acting together, are authorised to use the Trust Seal on their behalf,
- ii) Note the register of sealing and record its receipt in the minutes of this meeting.

UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST**BOARD OF DIRECTORS****THURSDAY 29 APRIL 2010**

In accordance with paragraph 16.3.2 of the Trust's Standing Orders, the Board of Directors resolve to authorise that two of the following named officers to sign on behalf of the Trust documents that require the use of the Seal.

Chairman	Sir Albert Bore
Chief Executive	Julie Moore
Chief Operating Officer	Kevin Bolger
Director of Finance	Mike Sexton
Chief Nurse	Kay Fawcett
Medical Director	Dave Rosser
Executive Director of Delivery	Tim Jones
Non Executive Directors	Michael Sheppard Clare Robinson Stewart Dobson David Ritchie Angela Maxwell David Bailey Gurjeet Bains
Foundation Secretary	David Burbridge

UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST

BOARD OF DIRECTORS

THURSDAY 29 APRIL 2010

USE OF TRUST SEAL – 31 MARCH 2009 TO 1 APRIL 2010

Seal No	APPLICATION OF TRUST SEAL	DATE
02/09	Licence to Assign 1) The Trust 2) Birmingham Women's Hospital NHS FT 3) Hutchison 3G UK Ltd 4) T Mobile (UK) Ltd	29/06/09
04/09	Lease 1) The Trust 2) Morris Centre Social Club	26/06/09
05/09	Lease – 1 st Floor K Block SOH 1) The Trust 2) Secretary of State for Defence	29/06/09
06/09	Lease – Ground Floor Alexander Wing, Woodlands Nurses Home 1) The Trust 2) Secretary of State for Defence	29/06/09
07/09	Lease – Rooms in Building ID, SOH 1) The Trust 2) Secretary of State for Defence	29/06/09
08/09	Lease, Ground Floor and Basement, West Ext. Med School 1) University of Birmingham 2) The Trust	29/06/09
09/09	Development Agreement – Rose Garden 1) The Trust 2) University of Birmingham	29/06/09
10/09	Agreement – Works to Vincent Drive 1) The Trust 2) Birmingham City Council	23/09/09
11/09	Deed of Variation – Land Access/Possession – QE 1) Birmingham City Council 2) The Trust	23/09/09
12/09	Contract – Relocation of RRPPS at 63 Melchett Road / IHP / Norwest Holst	08/04/10
13/09	Deed of Variation Re: Women's Hospital 1) The Trust 2) Birmingham Women's Hospital NHS FT	08/12/09
14/09	Deed of Grant re: Steam Main 1) The Trust 2) University of Birmingham	08/12/09

Seal No	APPLICATION OF TRUST SEAL	DATE
15/09	Deed of Surrender re: Wolfson Building 1) The Trust 2) University of Birmingham	08/12/09
16/09	Lease at Norton Court – Ref IW22E_0509 1) Birmingham Women’s Hospital NHS FT 2) The Trust	08/12/09
17/09	Lease at Norton Court – Ref IW22D_0509 1) Birmingham Women’s Hospital NHS FT 2) The Trust	08/12/09
18/09	Lease at Norton Court – Ref IW22A_0509 1) Birmingham Women’s Hospital NHS FT 2) The Trust	08/12/09
19/09	Lease at Norton Court – Ref IW22B_0509 1) Birmingham Women’s Hospital NHS FT 2) The Trust	08/12/09
20/09	Lease at Norton Court – Ref IW22C_0509 1) Birmingham Women’s Hospital NHS FT 2) The Trust	08/12/09
21/09	Deed of Assignment 1) Birmingham Research & Development 2) The Trust	13/11/09
22/09	Deed of Variation re Alterations to Premises at 63 Melchett Road	22/12/09
23/09	Lease re Premises at SOH 1) The Trust 2) Secretary of State for Defence	22/12/09
24/09	Lease re Premises at SOH 1) The Trust 2) Badger Healthcare Ltd	22/12/09
25/10	Lease – Research Facilities at Clinical Services 1) The Trust 2) University of Birmingham	04/03/10
26/10	Deed of Variation to a Lease 1) The Trust 2) Birmingham Women’s Hospital NHS FT	08/03/10
27/10	Lease re Premises at Greet Community Health Centre (updated from 03/09) 1) The Trust 2) Heart of Birmingham Teaching PCT	08/04/10