

## Trust Board Public Meeting – 28<sup>th</sup> March 2023

### Documents Signed Under Seal – Quarter 3 Report

Standing order 8.3 requires that the Trust Board receives reports on the use of the Trust Seal on a quarterly basis.

#### Purpose of the report

An entry of every sealing is made and numbered consecutively in a book provided for that purpose, and is signed by the person who has approved and authorised the document.

[Use of Seal – General guide](#)

- (i) All contracts for the purchase/lease of land and/or building

#### Analysis

The documents shown below have been signed under seal during quarter 3 2022/23 from 1<sup>st</sup> October to 31<sup>st</sup> December 2022.

Seal Register Number	Type	Description	Date Recorded
004	Lease	Lease of part of Westcotes Health Centre, Leicester signed by Angela Hillery and Sharon Murphy.	March 2023

#### Decision required

The Board is asked to note the content of this report.

#### Governance table

<b>For Board and Board Committees:</b>	Public Trust Board 28 <sup>th</sup> March 2023
<b>Paper sponsored by:</b>	Chris Oakes, Director of Corporate Governance and Risk
<b>Paper authored by:</b>	Corporate Affairs Manager
<b>Date submitted:</b>	
<b>State which Board Committee or other forum within the Trust's governance structure, if any, have previously considered the report/this issue and the date of the relevant meeting(s):</b>	NA
<b>If considered elsewhere, state the level of assurance gained by the Board Committee or other forum i.e. assured/ partially assured / not assured:</b>	NA
<b>State whether this is a 'one off' report or, if not,</b>	Quarterly report at Trust Board

when an update report will be provided for the purposes of corporate Agenda planning		
STEP up to GREAT strategic alignment*:	High Standards	
	Transformation	
	Environments	✓
	Patient Involvement	
	Well Governed	✓
	Reaching out	
	Equality, Leadership, Culture	
	Access to Services	✓
	Trust wide Quality Improvement	
Organisational Risk Register considerations:	List risk number and title of risk	all
Is the decision required consistent with LPT's risk appetite:	NA	
False and misleading information (FOMI) considerations:	NA	
Positive confirmation that the content does not risk the safety of patients or the public	NA	
Equality considerations:	NA	