

South Tees Hospitals

NHS Foundation Trust

Meeting / Committee:	Board of Directors	Meeting Date:	24 April 2012
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This paper is for: (Only 1 column to be marked with x as appropriate)	Action/Decision	Assurance	Information X
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Title:	Schedule of Signing and Sealing of Documents during the period 1 November 2011 – 31 March 2012
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Purpose:	The purpose of this report is to update the Board on documents which have been signed and sealed during the period 1 November 2011 – 31 March 2012
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Summary:	<p>The paper provides information on:</p> <ul style="list-style-type: none"> documents which have been signed and sealed during the period 1 November 2011 – 31 March 2012. All transactions were carried out in accordance with Trust Standing Orders and Standing Financial Instructions
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Prepared By:	Mrs A Steele Administrative Assistant	Presented By:	Mr S Pleydell Chief Executive
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Recommendation:	The Board of Directors is asked to receive this for information
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Implications (mark with x in appropriate column(s))	Legal	Financial	Clinical	Strategic	Risk & Assurance
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**APPROVE SIGNING AND SEALING OF DOCUMENTS
DURING THE PERIOD 1 NOVEMBER 2011 – 31 MARCH 2012**

The Trust Board are requested to formally approve the signing and sealing of the following documents between the period 1 November 2011 – 31 March 2012

Consecutive Number	Description of Documents to be sealed	Date of Sealing
12-1	Disablement Services Centre at The James Cook University Hospital. Lease of premises for 5 years to Otto Bock Healthcare PLC for the provision of a Prosthetic and Technician Service	10.01.12
12-2	Contract between South Tees Hospitals NHS Foundation Trust and Sainsbury Supermarkets Ltd for the provision of medicine dispensing services to outpatients	30.01.12
12-3	Lease of premises for a term of 10 years to The James Cook University Hospital Voluntary Services Council for a coffee and gift shop	22.02.12
12-4	Supplemental lease between South Tees Hospitals NHS Foundation Trust and Dalkia Utilities Services PLC for an addition to the energy centre demise	16.03.12
12-5	Lease and agreement between South Tees Hospitals NHS Foundation Trust and Sainsbury Supermarkets Ltd for the Outpatient Pharmacy at The James Cook University Hospital	30.03.12