

Agenda item 15

Annual report on the use of the seal

Audit & risk committee

11 April 2023

Report title	Annual report on the use of the Seal			
Report from	Truda Scriven, interim Company Secretary			
Prepared by	Truda Scriven, interim Company Secretary			
Link to strategic objectives	Sustainability at Scale – we will use our resources responsibly.			
Executive summary				
<p>Under 9.4 of the Constitution, an entry of every sealing shall be made and numbered consecutively in a book provided for that purpose and shall be signed by the persons who shall have approved and authorised the document and those who attested the seal. A report of sealings will be made to the Board of Directors meeting following use of the Seal. An annual report of sealings will be made to the Audit & Risk committee and appended to the next report of that committee to the board.</p> <p>There is currently no cover sheet with authorities presented with documents for sealing. Therefore, the use of the Seal has on occasion not been fully recorded in the register. A cover document and scan of the document- and sealed page will be retained.</p>				
Quality implications				
None				
Financial implications				
The are no financial implications.				
Risk implications				
The delegation by the Board under the SFIs of the use of the Seal is documented and required to be implemented by the supervision and witnessing of the affixing of the Seal by the Company Secretary or General Counsel.				
Action Required/Recommendation To note the annual report.				
For Assurance		For decision		For discussion
				To note ✓

Details	Seal No.	Signatories	Date
LICENCE for alterations (minor works) to premises forming part of the ground floor Lanesborough Wing, St George's Hospital, Blackshaw Road, Tooting, London, SW17 0QT	098	Martin Kuper Chief Executive Jonathan Wilson Chief Financial Officer	12/07/2022
LEASE of premises known as Granta House, 15-19 Broadway, Stratford, E15	099	Martin Kuper Chief Executive Richard Macmillan Company Secretary	29/07/2022
DEED OF VARIATION for lease of premises known as Granta House, 15-19 Broadway, Stratford, E15	100	Martin Kuper Chief Executive Sheila Adam Chief Nurse	19/01/2023
LICENCE for alterations (minor works) relating to premises known as Granta House, 15-19 Broadway, Stratford, E15	101	Martin Kuper Chief Executive Sheila Adam Chief Nurse	19/01/2023
LICENCE for indemnity relating to premises known as Granta House, 15-19 Broadway, Stratford, E15	102	Martin Kuper Chief Executive Jonathan Wilson Chief Financial Officer	26/01/2023
LICENCE to occupy space within Redley House Stratford (landlord estate)	103	Martin Kuper Chief Executive Jon Spencer Chief Operating Officer	05/02/2023
TPI – TRANSFER DEED Transfer of St Pancras Hospital Parties: Camden and Islington Moorfields Eye Hospital NHS Foundation Trust	104	Martin Kuper Chief Executive Jonathan Wilson Chief Financial Officer	23/02/2023

<p>DEED OF RELEASE Parties: St Pancras Way Trustee 1 Ltd St Pancras Way Trustee 2 Ltd As Trustees of St Pancras Way Block A Unit Trust & As Trustees of St Pancras Way Block C Unit Trust</p>	105	Martin Kuper Chief Executive Jonathan Wilson Chief Financial Officer	23/02/2023
<p>DEED OF SURRENDER First Floor Nightingale House 530 London Road Croydon Parties: Moorfields Eye Hospital NHS Foundation Trust Croydon Health Services NHS Trust</p>	106	Martin Kuper Chief Executive Jonathan Wilson Chief Financial Officer	23/02/2023
<p>LEASE First Floor Fanthorpe House Croydon CR7 7YE Parties: Moorfields Eye Hospital NHS Foundation Trust Croydon Health Services NHS Trust</p>	107	Martin Kuper Chief Executive Jonathan Wilson Chief Financial Officer	23/02/2023
<p>DEED OF VARIATION TO s106 AGREEMENT Parties: Moorfields Eye Hospital NHS Foundation Trust The Mayor and Burgesses of the London Borough of Camden</p>	108	Martin Kuper Chief Executive Jonathan Wilson Chief Financial Officer	23/03/2023