

**Trust Board of Directors Meeting
Report Summary**

Date of Meeting: 6 November 2025	
Title of Document: Trust Seal	
To be presented by: Ann Filby, Trust Secretary	Author: Ruth Cullingford, Executive Assistant
1. Status: For Assurance	
2. Purpose: Standing Order 8 requires that the Board of Directors receives a report on the sealing of all documents under the seal of The East Suffolk and North Essex NHS Foundation Trust.	
Relates to:	
Strategic Objective	All
Operational performance	
Quality and equality impact	
Legal/Regulatory/Audit	Nothing detailed within the report contravenes Trust legal/statutory responsibilities or the human rights of staff and/or public.
Finance	There are no financial implications associated with this report.
Governance	That the use of the Trust Seal is properly regulated.
NHS policy/public consultation	
Accreditation/inspection	
Anchor institutions	
ICS/ICB/Alliance	
Board Assurance Framework (BAF) Risk	The Board has a cautious risk appetite when it comes to compliance and regulatory issues.
Other	
3. Summary:	
<p>The Board of Directors is notified that the seal of the Trust was used on 16 occasions since the previous report:</p> <p>7 July 2025</p> <ul style="list-style-type: none"> • Walker Close enabling works Ipswich Hospital DB2016 Brooks and Wood Ltd – signed by Chief Medical Officer and Director of Digital and Logistics • KD2016 intermediate building contract / contractors design 2016 JCT – signed by Chief Medical Officer and Director of Digital and Logistics • Contract review for Thor5 electrical infrastructure upgrade works, Colchester Hospital – JCT H&R Strood Contract Limited – signed by Chief Medical Officer and Director of Digital and Logistics 	

16 July 2025

- Urology Investigation Suite Ipswich Hospital intermediate building contract contractors design 2016 Forest Gate Construction Limited – signed by Chief Executive and Director of Finance
- Collateral Warranties for Modular Endoscopy Unit, Colchester Hospital (1) Western Building Systems (2) Bailey Partnership (Group) Ltd (3) ESNEFT – signed by Chief Executive and Director of Finance
- Collateral warranties for Modular Endoscopy Unit, Colchester Hospital (1) Western Building Systems Limited (2) Alan Wood Partnership Limited (3) ESNEFT – signed by Chief Executive and Director of Finance
- Sub Contractor Collateral Warranty for the Employer 2016 SCWa/E2016 Raised Floor Solutions Ltd – signed by Chief Executive and Director of Finance
- Platform Lift Installation Colchester Hospital Collateral Warranties sub-contractor for the Employer 2016 SCWa/E2016 Stannah Platform Lifts / Arthur J Gallagher Insurance Brokers, Western Building Systems Limited – signed by Chief Executive and Director of Finance
- Subcontractor Collateral Warranty SCWa/E2016 Reid Engineering (Cookstown) Ltd – signed by Chief Executive and Director of Finance
- Subcontractor Collateral Warranty LF Solutions Ltd SCWa/E2016 - signed by Chief Executive and Director of Finance
- Rooftop Lease for Communications site at Ipswich Hospital (Maternity Tower) EE Limited (Tenant) ESNEFT (Landlord) - signed by Chief Executive and Director of Finance
- Contract document maternity services relocation Clacton and District Hospital, Tower Road, Clacton-on-Sea CO15 1LH ALIE Group Ltd - signed by Chief Executive and Director of Finance
- Contract document Infusion Lounge Relocation Clacton and District Hospital ALIE Group Ltd (see entry 150 / second Director signed/witnessed) - signed by Chief Executive and Director of Digital and Logistics

31 July 2025

- Deed of variation – Colchester Hospital, Main Entrance – signed by Chief Executive and Director of Finance
- Licence to occupy land in Woodbridge for the mobile breast screening unit - signed by Chief Executive and Director of Finance

6 October 2025

- Funding agreement between Tendring District Council and ESNEFT for Community Regeneration Partnership Project Ten 15 – Urgent Treatment Centre – signed by Chief Executive and Director of Digital and Logistics

4. Recommendations / Actions

The Board is invited to note the report.

Ward, Emma
31/10/2025 14:22:37