

**Date:** 24<sup>th</sup> March 2016

**Presented by:** Mrs B Donaghy

**Subject:** Register on Use of Trust Seal

**Content:** At the Trust Board meeting held on 28 May 2015, it was agreed that documents would be sealed on the approval of the Chief Executive and a record of the use of the seal would be presented and noted at Trust Board meetings.

The attached report provides details of the use of the seal during the period February to March 2016.

## Register for the Use of the Trust Board Seal

Period: February to March 2016

<b>Details of Document</b>	<b>Background :</b>	<b>Date of Sealing:</b>	<b>Attested by:</b>
Leases for GP Practices	6 leases for the move of GP Practices to Ballymena Health and Care Centre	28 <sup>th</sup> January 2016	Dr Lowry Mrs MacLeod
Lease with Choice Housing Limited	For the use of 3-6 Norfolk Court Hostel, Antrim	29 <sup>th</sup> January 2016	Dr Lowry Mr Donnelly
Minor Works Agreement	Agreement for the appointment of Architect Consultancy Services for Cookstown	17 <sup>th</sup> February 2016	
Lease with Caters Carrickfergus Limited	For the lease/use by the Trust of 48-50 Irish Quarter West, Carrickfergus	24 <sup>th</sup> February 2016	Dr Lowry Mr Harkin
Attestation Clause for T2	T2 for installation of Photovoltaic Panels, Antrim Hospital	2 <sup>nd</sup> March 2016	Mr Harkin
Minor Works Agreement	Appointment of a Quantity Surveyor for checking of Measured Term Contracts Works – Northern Sector	7 <sup>th</sup> March 2016	Mr Harkin Mr MacLeod
Minor Works Agreement	Design Consultation Team for Refurbishment of ICU Kitchen and Dirty Utility Area, Antrim Area Hospital	7 <sup>th</sup> March 2016	Mr Harkin Mrs MacLeod
Minor Works Agreement	Design Fees for Antrim Area Hospital Infrastructure Works	10 <sup>th</sup> March 2016	Mr Harkin Dr Lowry
Minor Works Agreement	Appointment of a Quantity Surveyor for checking of Measured Term Contracts Works – Southern Sector	10 <sup>th</sup> March 2016	Mr Harkin Dr Lowry
Contract Agreements	Measured Term Contract Frameworks for Business Response Maintenance: Lots 1 & 3, Lots 2 & 4 and Lot 5.	16 <sup>th</sup> March 2016	Mr Harkin Mrs Roulston