



**Title of Paper: Report on Application of Board Seal  
Sealing of Documents for the period  
1 September 2019 – 31 December 2021**

**Prepared by :** Patricia Crossan

**Lead Director :** Lisa McWilliams

**Recommendation**      For  **Approval**                      For **Noting**     

### **Summary**

In accordance with the HSCB Standing Orders, before any building, engineering, property or capital document is sealed, it must be approved and signed by the Director of Finance (or an officer nominated by him) and authorised and countersigned by the Chief Executive (or an officer nominated by her who shall not be within the originating directorate). An entry of every sealing shall be made and numbered consecutively in a book provided for that purpose. A report of all sealings shall be made to the Board annually. The report shall contain details of the seal number, the description of the document and date of sealing. The last report was presented to the Board at its meeting on 10 October 2019 and covered the period 1 September 2018 – 31 August 2019.

### **Recommendation:**

Members are asked to **NOTE** that the Board seal was affixed to the document listed in the attached paper.

## Funding Requirements – n/a

Equality Screening Assessment	Attached	<input type="checkbox"/>	Not required	<input type="checkbox"/>
Rural Needs Assessment	Attached	<input type="checkbox"/>	Not required	<input checked="" type="checkbox"/>
Data Protection Impact Assessment	Attached	<input type="checkbox"/>	Not required	<input checked="" type="checkbox"/>

**Signed:** Lisa McWilliams

**Title:** Director of Strategic Performance

**Date:** 26 January 2022



SEAL BOOK REF	DATE SEAL AFFIXED	DOCUMENT
081	10 December 2019	Receipt by a registered owner of a change in legal ownership: Dr Mulhall, Dr Ryder and Dr Boyle
082	22 October 2020	Mortgage: Dr M McSorley, Dr P J McGeough and Dr P McSorley
083	9 April 2021	Release of Old Library Trust, Londonderry
084	5 May 2021	Deed of Vacate: Lakeland Health Village