

## Integrated Care Board

<b>Date of meeting</b>	7 December 2022
<b>Title of paper</b>	Report of Use of the ICB Seal
<b>Presented by</b>	Sam Proffitt, Chief Finance Officer
<b>Author</b>	Debra Atkinson, Company Secretary/Director of Corporate Governance Pam Bowling, Corporate Office Team Leader
<b>Agenda item</b>	15
<b>Confidential</b>	No

<b>Purpose of the paper</b>				
To report use of the Seal to the Board.				
<b>Executive summary</b>				
The ICB has a seal for executing documents. The ICB Chair, Chief Executive and Chief Finance Officer are authorised to authenticate use of the Seal. The ICB is required to keep a register of every sealing and to report use of the Seal to the Board at least bi-annually.				
<b>Recommendations</b>				
The Board is asked to note the use of the Seal.				
<b>Governance and reporting</b> (list other forums that have discussed this paper)				
<b>Meeting</b>	<b>Date</b>	<b>Outcomes</b>		
-	-	-		
<b>Conflicts of interest identified</b>				
Not applicable				
<b>Implications</b>				
If yes, please provide a brief risk description and reference number	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Quality impact assessment completed			N/A	
Equality impact assessment completed			N/A	
Data privacy impact assessment completed			N/A	
Financial impact assessment completed			N/A	
Associated risks			N/A	

Are associated risks detailed on the ICB Risk Register?				
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<b>Report authorised by:</b>	Sam Proffitt
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# Integrated Care Board – 7 December 2022

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## Report of use of the ICB Seal

### 1. Introduction

The ICB has a seal for executing documents. The ICB Chair, Chief Executive and Chief Finance Officer are authorised to authenticate use of the Seal. The ICB is required to keep a register of every sealing and to report use of the Seal to the Board at least bi-annually. The register is kept by the ICB's senior governance advisor.

### 2. Use of the Seal

The Board is informed of the use of the ICB seal as follows:

Seal number	Date	Document	Authorised Signatory
01	15/11/22	Short form license for Unit 30-34 the Mall, Burnley for a vaccination centre. Agreement between Burnley Borough Council and Lancashire and South Cumbria Integrated Care Board	Kevin Lavery Sam Proffitt
02	29/11/22	Licence to carry out alterations "Works Licence" in relation to Barbara Castle Way Health Centre, Simmons Street, Alma Street, Barbara Castle Way, Blackburn, between Community Health Partnerships Limited and Lancashire and South Cumbria Integrated Care Board	Kevin Lavery Sam Proffitt

### 3. Recommendation

The Board is asked to note the use of the Seal.

**Sam Proffitt**  
Chief Finance Officer