**University of Oxford and Oxford Health NHS Foundation Trust**

**Warneford Hospital Buildings and Estates Committee  
Terms of Reference  
  
April 2015**

**Remit**

To oversee the development of a prospectus for the Warneford Hospital site setting out the opportunities, and a vision and proposal for the whole site.

To confirm the strategic and operational Warneford Hospital building and estates issues connected with the University’s occupation of space within and alongside the estate of the Trust.

The committee shall:-

* review and align the estates strategies of the University and the Trust as they relate to the Warneford Hospital site;
* agree the estates requirements for all hospital-based medical teaching and research for the Trust, the University and joint activities on the Warneford Hospital site; and
* consider the future options for the Warneford Hospital site and develop a prospectus setting out the vision and proposal for the site.

**Limitations of Authority**

The committee shall have no power or authority to exercise on behalf of the Trust’s Board of Directors or its Committees any of its functions or duties. Where formal decisions and approvals are required, the Committee shall refer these to the Trust’s Finance and Investment Committee.

For the avoidance of doubt, the committee is not a formal committee of the Trust’s Board of Directors.

**Frequency of Meetings**

Meetings to be monthly for the first year and frequency then to be reviewed.

**Chair**

To be nominated by each party in turn and to serve for one year at a time.

**Membership**

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| **University** | **Trust** |
| Pro-Vice-Chancellor Planning and Resources  *(Professor William James)* | Chief Executive of the Trust [first Chair]  *(Stuart Bell)* |
| Associate Head (Finance and Physical Capital) of the Medical Sciences Division  *(Professor Rodney Philips)* | Director of Finance  *(Mike McEnaney)* |
| Head of Department for Psychiatry  *(Professor John Geddes)* | Director of Estates and Facilities  *(Claire Dalley)* |
| Director of Estates  *(Paul Goffin)* | Chief Operating Officer  *(Yvonne Taylor)* |
| Clinical Tutor, Department of Psychiatry  *(Dr James Price)* | Head of Property Services  *(Wayne Heal)* |

Secretary: Trust Secretary *(Justinian Habner)*

**Reporting**

The committee will report to the Trust’s Finance and Investment Committee and the University’s Buildings and Estates Sub-committee.