**Trust Board Meeting: Thursday 5 July 2012**

**Title**
Consultant Appointments and Signing of Documents

**Status**
A paper for noting by the Board outlining action taken by the Chairman under delegated authority on recommendations from Advisory Appointment Committees for consultant medical staff and the signings and sealings of documents

**History**
This is a regular report to the Board

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<tr>
<th><strong>Board Lead(s)</strong></th>
<th>Sir Jonathan Michael, Chief Executive</th>
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<tr>
<td><strong>Key purpose</strong></td>
<td>Strategy</td>
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Summary

The paper reports on recommendations from Advisory Appointments Committees and informs the Board of recent signings and sealings of documents.
Advisory Appointments Committee Recommendations

The Board is asked to note that the Chairman, under delegated authority has approved the following:-

1. An Advisory Appointments Committee met on 12 June 2012 chaired by Mr Peter Ward, Non-Executive Director of the Trust, to interview for two posts for Consultants in Obstetrics and Gynaecology. The Committee interviewed four candidates and recommended the appointments of the following from appointment dates yet to be confirmed:

   1.1. **Miss Lee Nai Lim**, BSc, MBBS, Diploma of Family Planning and Reproductive Health, D Phil, MRCOG. Miss Lim is currently a Locum Consultant Obstetrician and Gynaecologist with the Trust. Her clinical mentor will be Dr Rebecca Black and an induction programme will be put in place.

   1.2. **Miss Brenda Kelly**, BSc (Hons), MBChB, PhD, DFFP, MRCOG. Miss Kelly is currently a Subspecialty Trainee in Maternal and Foetal Medicine with the Trust. Mr Lawrence Impey will act as clinical mentor for Miss Kelly and Professor Stephen Kennedy will act as her overall mentor. An induction programme will be put in place.

2. An Advisory Appointments Committee met on 14 June 2012 chaired by Mrs Anne Tutt, Non-Executive Director of the Trust, to interview for the post of Consultant in Neuroanaesthesia and Neurocritical Care. The Committee interviewed two candidates and recommended the appointment of the following from a date yet to be confirmed:

   2.1. **Dr Simon Raby**, BSc (Hons), MBChB, MRCP, FRCA. Dr Raby is currently a Clinical Fellow in Neuroanaesthesia with the Trust. Dr Hilary Madder will be Dr Raby’s mentor and an induction programme will be put in place.

3. To note the following signings undertaken in line with the Trust’s Standing Orders.

<table>
<thead>
<tr>
<th>Ref</th>
<th>Document</th>
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<td>11/12</td>
<td>Signing and sealing for a Licence for Alterations permitting the University of Oxford to carry out a roof extension to the FMRIB II building at the John Radcliffe Hospital.</td>
<td>Signed and sealed by Dame Fiona Caldicott, Chairman, and Sir Jonathan Michael, Chief Executive on 1 June 2012.</td>
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<td>12/12</td>
<td>Signing and sealing for a Deed as one of the retail tenants in the Churchill PFI building wished to transfer his interest in the sub-underlease to another company. Parties to the contract are Oxford University Hospitals NHS Trust, Ochre Solutions Ltd, Gentian (Oxford) Ltd and Wessex Wigs Ltd (the proposed new tenant.</td>
<td>Signed and sealed by Dame Fiona Caldicott, Chairman, and Sir Jonathan Michael, Chief Executive on 1 June 2012.</td>
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Ref | Document | Action
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13/12 | Signing and sealing of five documents as the University of Oxford has commissioned a set of fit-out works in the West Wing, John Radcliffe Hospital, which involve agreements between the University of Oxford and the Trust and The Hospital Company (PFI provider). The Trust will receive the benefit of collateral warranties from the construction company (E W Beard) and from the consultant designer (Ridge & Partners LLP). | Signed and sealed by Dame Fiona Caldicott, Chairman, and Sir Jonathan Michael, Chief Executive on 1 June 2012.

**Recommendation**

The Board is asked to note that the Chairman, under delegated authority, has approved the recommendations from the Advisory Appointment Committees and the signing and sealings of the documents as listed above.

Sir Jonathan Michael
Chief Executive

July 2012