



FOR UNIVERSITY STAFF

WEEK COMMENCING 4th July 2016

ISSUE NO 44

MEDICAL GRAND ROUNDS

There is no Medical Grand Rounds This week

SEMINARS

Wednesday and Friday Seminars

There will be no seminars this week

TRAINING



WRITE FOR THE CONVERSATION: A SHORT INFORMAL WORKSHOP

Down the hill - 5 July 2016 - 10am – 11.30am – Room 277, Oxford eResearch Centre (Keble Road) [Register Here](#)

Up the hill - 6 July 2016 - 10am – 11.30am – GPEC Seminar Room 4A (John Radcliffe Hospital, level 3) [Register Here](#)

Want to raise the profile of your research and engage with wider public audiences? Want to hone your writing skills and find out what makes an effective opinion article? This short workshop will be led by an editor from The Conversation, an online source of thought-provoking articles written by researchers and academics for the public.

It will give you the chance to discuss and get feedback on your ideas with an editor; get tips on pitching stories; and get guidance on what makes a high quality opinion article.

Objectives:

- Increase awareness of what The Conversation is
- Increase awareness and understanding of how to get involved in The Conversation
- Increase and reinforce understanding of concepts of writing effective opinion articles for the public
- Provide bespoke guidance on writing high quality opinion articles
-

▶ **act on acceptance** ◀

Robert Turner Lecture Theatre
Thursday 14th July 2016, 10:00am

Have you heard about Open Access and Act on Acceptance but are unsure what to do?

Do you know why it is so important that you comply with your funder's and HEFCE's requirements for publications?

A short talk on Open Access and Act on Acceptance will be given by
Dr Ruth McCaffrey, Research Co-ordinator, RDM.



RDM CAREERS DAY - 13TH OCTOBER 2016

The Radcliffe Department of Medicine is holding a Career Day on Thursday 13th October 2016, in Somerville College. The day-long event is aimed at all research staff and students in RDM who would like to explore career options open to them, within research or outside of research.

We will have a wide range of speakers and we aim to showcase a variety of career options. We hope that the Career Day will help you think about your career and the various paths you can take.

Attendance at the Careers Day will be free of charge but you will need to register in advance. Further information will follow in due course

Dear Colleague

In order for the University to give people access to the IT systems and buildings they require it has to manage their Oxford digital identity and entitlements appropriately. The current approach has built up piecemeal over the last 25 years largely centering around the current University Card and Registration systems as well as others. We know these can be cumbersome and inefficient, for example requiring multiple entries of the same information.

Therefore, a programme of work has started to review how our digital identities are managed in order to enhance the service offered to end users and simplify the process for the people administering systems, while ensuring the security of the information they hold. The aim of this, the first, project of the programme is to provide a foundation platform for identity management which will, ultimately, supersede the systems mentioned above.

A survey has been conducted among students and has provided rich feedback on their experiences of using our identity management processes. We are now keen to understand the experiences of staff, both as end users and administrators, and I would be grateful for your assistance in facilitating this. Please could you cascade this message to your Department or College, and encourage people to take part and let their views be known. The wider the coverage we have the better our understanding of the processes as they are now, and the better we can inform improvements. The survey can be found at https://oxford.onlinesurveys.ac.uk/staff_identity .

Posters have also been sent to College Secretaries and Communications practitioners asking them to display these as appropriate in order to encourage participation and I attach a copy for your information.

The survey closes at **5pm Thursday 14 July 2016**.

With thanks for your cooperation.

Kind regards

Julian Duxfield, Director of HR and Project Sponsor

THE ACADEMY OF MEDICAL SCIENCES SPRING MEETING FOR CLINICIAN SCIENTISTS IN TRAINING

The Spring Meeting for Clinician Scientists in Training is a unique cross-specialty event designed to bring clinical academic trainees together to present their work, meet one another and network with senior scientists.

23 February 2017, 09:00 – 18:00

Venue: Royal College of Physicians, London

The abstract submission period for the 2017 Spring Meeting is now open.

Are you a clinical academic trainee looking for a chance to present your research, perhaps for the first time? The Spring Meeting is a great opportunity to:

- Develop your communication skills.
- Network with senior academics and peers.
- Raise your profile and build your confidence.
- Get your abstract published in [The Lancet](#).

The meeting combines oral and poster competitions with inspiring talks from senior scientists and ample networking opportunities. Cash prizes are available for all competitions, including a top prize of £2,500.

Further details <http://www.acmedsci.ac.uk/grants-and-schemes/events/spring-meeting/>

LYNDA: FREE ACCESS TO VIDEO-BASED RESOURCES

All University members have free access to a vast online library of video-based courses at lynda.com. There are over 4,000 courses available on a range of IT skills related topics. The resources on lynda.com can be accessed anytime, anywhere. Visit <http://courses.it.ox.ac.uk/lynda> and register using your Single Sign-On.

The ITLP Portfolio at <http://portfolio.it.ox.ac.uk> is a another free resource for finding IT learning materials. Try out some of these over the summer, to kick-start your work and study:

- download *course packs* with all the talks and teaching and hands-on exercises from our popular taught courses
- explore playlists of *videos*, curated by our teachers specifically for Oxford University members, from the Lynda.com collections
- read *articles* by our teachers, sharing their experience of applying IT skills and techniques in University work and study

CURRENT VACANCIES IN THE DEPARTMENT



Clinical Research Fellow in Endocrinology and Metabolism (124010)

Grade : E64: £31,614 - £50,669 per annum

Oxford Centre for Diabetes, Endocrinology and Metabolism (OCDEM) has an exciting role in the Tomlinson Group for an experienced and qualified clinician to run a bespoke clinical study trialling a novel class of drug in an entirely unique clinical setting.

Your work will be focused on the clinical study that will trial a novel agent that aims to reduce the adverse metabolic effects associated with glucocorticoid use, whilst preserving their anti-inflammatory actions. The post-holder will provide oversight of the clinical activity including running insulin clamp investigations, collecting and analysing data generated from the TICS1 trail as well as presenting this data at meetings and journals. This role offers the post holder the opportunity to develop their understanding of an integrative physiological approach to clinical research and methodology within an academic research organisation conducting important research to ICH/GCP standards. The successful candidate will be required to undertake up to two clinical sessions per week.

The post would suit trainees with diabetes and endocrinology backgrounds, interested in pursuing an academic or a clinical career with an academic interest. The post includes opportunities for study for a higher degree and the opportunity to help in the development of future clinical studies.

You will be educated to MBBS level or equivalent, fully GMC registered and permitted to practice medicine in the UK (or eligible for GMC registration). You may have commenced or completed Core Medical Training or medical specialty equivalent. Excellent communication skills, immaculate attention to detail and good organisation and time management skills are essential for this post.

The post is for 24 months in the first instance, with opportunity for extension. This position is full-time, however part-time will be considered (minimum 70% FTE).

Only applications received before midday on Wednesday 20th July 2016 can be considered.

Please quote vacancy number 124010 in all correspondence. To apply for this role and for further details, including a job description and person specification, please visit:

https://www.recruit.ox.ac.uk/pls/hrsliverecruit/erq_jobspec_version_4.jobspec?p_id=124010

HEAD OF CLINICAL RESEARCH

Grade 10: Salary £52,219 - £60,513 with discretionary range to £66,109 per annum

An exciting opportunity as Head of Clinical Research is available in OCDEM an internationally recognised Academic Research Organisation. The DTU forms a key part of the Oxford Centre for Diabetes, Endocrinology & Metabolism within the Radcliffe Department of Medicine. Reporting to the Diabetes Trials Unit (DTU) Deputy Director, the post holder will apply best practice trial management methodologies to drive and oversee the development and successful execution of world-class clinical trials, and to play a major role in the expansion and strategic development of the Unit.

DTU, a fully registered UKCRC Clinical Trials Unit, is one of only a handful of AROs worldwide that specialises in designing and performing cardiovascular outcome megatrials. Currently we are undertaking 4 such trials in 40 countries, with a dedicated regional coordinating centre in Beijing, China. The DTU also has a rapidly expanding translational research group that designs and runs early phase trials of potential new therapeutic agents and devices.

We are seeking to appoint a highly skilled, dynamic and self-motivated individual, with a proven track record of initiating, managing and delivering large-scale clinical trials. The successful candidate will demonstrate strong decision-making skills and be able to lead, motivate and manage the performance of a multidisciplinary team. They will be educated to postgraduate level, or hold equivalent experience. They will have a comprehensive and thorough understanding of clinical trial methodology, as well as the international regulatory environment. The post holder will be required to represent the Unit at the highest levels, both nationally and internationally, and must therefore possess excellent interpersonal and communications skills. They will be innovative, analytical, and display sound judgement under pressure.

Responsibilities include efficient management of trial operations, and day-to-day management of clinical and non-clinical staff. This is a fixed-term appointment for 2 years in the first instance.

The deadline for applications is midday on Monday 1st August 2016. Please quote Reference 124225 in all correspondence.

To apply for this role and for further details, including a job description and person specification, please visit:

https://www.recruit.ox.ac.uk/pls/hrsliverecruit/erq_jobspec_version_4.jobspec?p_id=124225

OCDEM LECTURE THEATRE EQUIPMENT

The Lecture Theatre Sound system is being replaced this week with funding which we secured from the Nuffield Oxford Hospital Fund



IMPORTANT FINANCIAL YEAR END DATEES

The 2015/2016 Financial Year End is rapidly approaching so I would like to point out the deadlines that must be adhered to in order to meet the dates set by the University Financial Controller.

WEEK COMMENCING 11TH JULY 2016

Any **expense claims and payment requests** must be with Rachel Mullins by **close of business Wednesday 13th July**.

Any **petty cash claims** must be with Rachel Mullins by **close of business Friday 15th July**.

Any **foreign currency cheques/cash** that need to be banked must be with Karen Parish by **close of business Friday 15th July**.

WEEK COMMENCING 25TH JULY 2016

All **sterling cheques/cash** that need to be banked must be with Karen Parish by **close of business Tuesday 26th July**.

All **sales invoice requests** for services etc. that have taken place this year must be with Karen Parish by **close of business Thursday 28th July**.

Most importantly, **purchasing will shut down from Friday 22nd July until Tuesday 2nd August** so please ensure you place orders in advance to ensure you have everything you need to cover this close down period. We will not be able to process orders during this period except under very, very exceptional circumstances.

You are reminded to sign and date (in ink!!) delivery/goods received notes on receipt of goods and to get them to the Finance Section as soon as possible – preferably on the same day the goods are received.

If you have any queries on the above or about Year End in general please do not hesitate to contact me.

Den Carter
Finance/Facilities Officer
OCDEM

UPDATE ON STAFF CAR PARKING



Dear colleague

Travel and Transport Strategy – phased implementation to commence

It is generally agreed that the current parking situation at our Oxford hospital sites is untenable. We would like to thank everyone who contributed through the recent staff travel and transport survey and the drop-in event at the John Radcliffe.

The Trust's first priorities are to:

1. Improve access for patients and visitors
 2. Eliminate dangerous and obstructive parking
 3. Ensure that only staff who hold a valid permit park at our hospital sites
 4. Introduce alternative travel plans and incentives to assist non-permit holders in their commute.
- From 1 August 2016, traffic enforcement measures will be applied to all vehicles parking on double red and yellow lines. If unclear, these parking terms and conditions are displayed on signage when entering hospital grounds, or please contact transport@ohuh.nhs.uk.

From 31 August 2016, a new OUH Staff Travel and Car Parking Policy will be introduced which covers:

- Car share initiatives
- Car Pooling Spaces
- Personal Travel Plans
- Outcomes of discussions with public transport providers
- Plans for incentives and discounts to use transport other than private cars to the hospital site, such as Park and Ride.

As part of this revised Policy, eligibility for staff parking permits will change and current permit holders may find they are not eligible once their existing permit expires. In this situation, the Trust will issue a two-month temporary permit to allow time to make alternative travel arrangements. The Trust is also removing the purchase of parking "day passes" each month which will be available to buy until 22 August for use by 31 August. The Travel and Transport Team can offer a personal travel planning service to help find alternative methods of travel.

Anyone who is currently eligible for a permit but parks without one should apply before 31 July if they wish to continue to park on site. Renewals should take place at the normal time. Application forms are available via the intranet at <http://orh.oxnet.nhs.uk/Estates/Pages/travel.aspx> or from one of our [Car Parking Offices](#).

Please note permit fees are not currently under review so costs remain the same until further notice.

We thank you for your continued cooperation and for all the positive feedback to the Travel and Transport Team who are working extremely hard to improve access to our hospital sites for

everyone. We know that the introduction of this Staff Travel and Car Parking Policy will not be easy for many who have come to rely on their car, but we have to reduce the number of cars coming on to site and we have to give our patients priority. For this reason, the Trust asks all staff and stakeholders not to park in patient car park spaces and to seek assistance for an alternative.

For more information please contact transport@ouh.nhs.uk.

Dr Bruno Holthof - Chief Executive

Ken Hutchinson - Interim Executive Director of Organisational Development and Workforce

Mark Neal - Interim Director of Estates and Facilities

ATHENA SWAN INFORMATION



The OCDEM Athena Swan Team would like to thank OCDEM Staff and Students for completing the recent RDM Survey. OCDEM had the highest return of all the RDM Divisions so thanks to everyone

Last week OCDEM staff had the opportunity to attend 2 training sessions organized by RDM/NDM. The RDM course was a Grant Writing Course and those who attended it have advised that it was extremely helpful and the intention is for this course to run again next year. The RDM course was Handling Conflict and the feedback has been that it was thought provoking and informative.

RDM SPONSORED NURSERY PLACES – UPDATE

I would like to give you a progress update with regards to our four RDM sponsored nursery places – two of the four applicants on the waiting list have recently been allocated a University nursery place and two are still on the waiting list for a University nursery place.

This leaves us with all four of our sponsored places allocated, and they will only become available for re-allocation if

- a child with a sponsored place either goes to school or other non-university nursery/childcare
- the employee with the sponsored nursery place leaves the university

For more details of the RDM Sponsored Nursery Places Policy please visit the [family friendly benefits page](#) on the RDM website which also includes more general information.

Please note as the four sponsored places are still allocated, anyone wishing to apply for a sponsored place would go onto the RDM waiting list until a sponsored place becomes available.

COMPLETE YOUR PDR



IMPORTANT CHANGES TO DOCUMENTATION REQUIRED FOR ETHICS APPLICATIONS

The Medical Sciences Interdivisional Research Ethics Committee (MS IDREC) would like to inform you of some **important changes to documentation required for ethics applications**.

The CUREC 1 checklist and CUREC 2 application forms have been re-issued and now contain some important new questions regarding University Compliance with the 'Prevent' Policy. Please ensure that for all new applications going forward, you download the latest versions of these forms from <http://www.admin.ox.ac.uk/curec/apply/ms-idrec-process/>. In the first instance, sections A-E of the CUREC 1 checklist should be completed. If Sections D and E of the CUREC 1 checklist direct you to complete a full CUREC 2 application **you do not need** to complete sections F onwards of CUREC 1, and you should only send the checklist (sections A-D) from CUREC 1 with your CUREC 2 application.

In addition, five of the CUREC Approved Procedures have been updated and re-issued as follows:

- [AP07 CUREC Approved Procedure IDREC v3.0](#) for studies involving deception – full re-write and expansion
- [AP18 CUREC Approved Procedure IDREC v2.0](#) for studies using psychophysiological methods with adults – Reviewed and updated
- [AP19 CUREC Approved Procedure IDREC v.3.0](#) for studies investigating experimentally induced pain – Inclusion of chemically induced pain with Capsaicin and menthol
- [AP24 CUREC Approved Procedure IDREC v2.0](#) for studies taking human samples – expanded from just blood, to include urine and saliva samples
- [AP25 CUREC Approved Procedure IDREC v.3.0](#) for studies involving children in institutional and non-institutional settings – Clarification of Scope of procedure and updates to associated documents. Addition of a template assent form.

Please ensure you read, and follow, the new approved procedures, so that any studies you may be carrying out conform to the updated procedure. For AP25, the latest associated documents must be utilised going forward.

All new documents are live on the CUREC website

<https://www.admin.ox.ac.uk/curec/resources/protocols/>

AFRICA OXFORD PLATFORM FOR COLLABORATIVE RESEARCH IN HEALTH AND BIOMEDICAL SCIENCES – GET INVOLVED

Do you have an existing collaboration with African colleagues/institutions? Would you be keen to get involved in a new collaboration initiative between Oxford and African Scholars?

An inter-divisional group of Oxford researchers have recently received an ISSF award to establish an Africa Oxford Platform for Collaborative Research in Health and Biomedical Sciences, from basic biology to social sciences. The award will facilitate a number of activities including making travel awards to allow African researchers and Oxford colleagues to visit each other with the aim of exploring new collaborations.

If you currently have existing African collaborations and /or you'd like to get involved in this exciting Initiative [please let us know on this link](#).

For any queries and further information, please contact Anne Makena on afox@ndm.ox.ac.uk



PROXIMITY TO DISCOVERY INDUSTRY ENGAGEMENT FUNDING – DEADLINE 11 JULY

The next round of the [MRC Proximity to Discovery Fund](#) is now open with a deadline of **midday on Monday 11 July**. The MRC Proximity to Discovery Fund will support creative approaches to building relationships with industry partners with funding available for staff exchanges, networking and knowledge exchange.

Further details and how to apply can be found [here](#).

Questions about the fund should be directed to [Maxine Allen](#).

NIHR OXFORD BRC TRAINING BURSARIES FOR RESEARCH NURSES, MIDWIVES AND ALLIED HEALTH PROFESSIONALS – DEADLINE 25 JULY

Closing date: Wednesday 25th July 2016

The NIHR Oxford Biomedical Research Centre is making funds available to support the training and career development of Research Nurses, Midwives, Allied Health Professionals (AHPs), other professions engaged in research, and research administrators. The funding can be used for a short course or modules which will provide training and expertise in research skills or research management. Where appropriate such modules may be used towards a Masters Degree. Research leads may be able to advise on the type of training that would be useful to develop the necessary research skills for your particular research role, or if guidance is required contact the Research, Education and Training Co-ordinator (details below) for additional advice. The funding available can be used for one-off courses/modules or courses with a longer time commitment for example up to 2 years. The maximum amount available on application will be £5,500.

<http://bit.ly/researchbursary>

ALAN TURING INSTITUTE RESEARCH FELLOWSHIPS IN DATA SCIENCE – DEADLINE 13 JULY

This is a unique opportunity for early career researchers to join The Alan Turing Institute. The Alan Turing Institute (ATI) is the UK's new national institute for data science, established to bring together world-leading expertise to provide leadership in the emerging field of data science. The Institute has been founded by the universities of Cambridge, Edinburgh, Oxford, UCL and Warwick and the EPSRC.

This call is open to applicants with research proposals in the following areas:

- Computational social science and social data science (including for example sociology, political science, anthropology, geography, development studies, economics, public policy, management);
- Data science and ethics;
- Data science in the digital humanities, culture and heritage;
- Data science challenges in key sectors, including engineering systems, securing cyberspace, culture & media, smart cities, health & wellbeing, and online & distributed systems;
- All subfields of security and privacy (including for example applications to distributed ledger technologies and digital currencies)

For more details and how to apply [click here](#).

Your Oxford Digital Identity

Win a £25 Amazon gift voucher!

Staff: tell us what you think

Help improve how we manage your digital identity so you can access what you need more easily

**Complete survey by
5pm Thurs 14 July 2016**

for chance to win

£25 Amazon voucher

**[https://oxford.onlinesurveys.
ac.uk/staff_identity](https://oxford.onlinesurveys.ac.uk/staff_identity)**

or

click on code below



iT
services



As you are probably all aware, the Research Council's Je-S system is being replaced and work is currently underway to build the new grants service. As with all new systems user testing is vitally important and Je-S are looking for volunteers to help out, please see the information below:

“We are looking for more people to get involved in user research. Can you help?”

Initially we are looking for researchers; we need to test with both people who have never applied for a research grant through the Je-S system before as well as those who are more frequent applicants. At this stage we will predominantly be testing prototypes with users. We will be carrying out user testing throughout the year and would like to get a balance of organisations both large and small, research intensive and non-research intensive. User testing could follow any of the following formats:

- We come to your organisation and test on a one to one basis with a single user
- We come to your organisation and test with multiple users
- We test remotely over skype with a user
- The team are also considering running labs where users come to a central location nearby – would you be interested?

Test sessions tend to take between half an hour to an hour. I'd be really grateful if you could ask around/promote this opportunity within your departments as the more testing that is done the more robust the system will be.

If any of your researchers are interested in helping out please can you let me know by **Thursday 28th July at the latest**. For each contact please provide as much of the following information as possible or leave blank if unknown:

1. Name
2. Organisation – University of Oxford
3. Academic Discipline (high level)
4. Email address and telephone number
5. Have they got experience of applying for grants? yes/no
6. Are they likely to apply for grants in the future but haven't done so to date? yes/no
7. Do they work in a research development, finance or other research office role? yes/no
8. Have they conducted peer reviews for the Research Councils or any other funder before? yes/no
9. Have they sat on an assessment or moderating panel for the Research Councils or any funder before? yes/no

With thanks,

Julie.Matthews@admin.ox.ac.uk



Oxfordshire Adult Learning

PROVIDED BY ABINGDON & WITNEY COLLEGE

Discover our part-time prospectus now

Looking for a new hobby? Love learning new skills? Or maybe you just want to have some fun, meet new people, and try something new?

[Oxfordshire Adult Learning](#) could be just what you need.

Our part-time courses are perfect if you're looking to broaden your horizons, are striving for something new, or looking to further your career with new skills and qualifications.

From Italian Breadmaking to Stained Glass, Watercolour Landscape to Ukelele for Beginners, we have a wide variety of evening courses all over Oxfordshire, starting throughout the year that include:

- Photography
- Construction
- Hair & Beauty
- Accountancy
- Languages
- Health, Care, & Early Years
- Cookery
- Animal Care
- Homecrafts
- Teacher Training
- Horticulture
- Health & Safety

Depending on your circumstances there are also bursary schemes available to help you with travel, childcare, or just the day to day costs of studying.

[Visit our website for more information on financial support.](#)

[Discover the full range of courses and start your future today...](#)



GOVERNMENT GATEWAY: EMPLOYEES CAN ACCESS THEIR TAX INFORMATION ONLINE

Instead of phoning or writing to HMRC, employees can access their Personal Tax Account to view information about their tax affairs and tell them online about changes that may affect the tax they pay.

The Personal Tax Account makes it easier for individuals to manage their tax affairs by bringing them together in one place online. Employees can use their Personal Tax Account to:

- check their Income Tax estimate and tax code
- fill in, send and view a personal tax return
- claim a tax refund
- check and manage their tax credits
- check their State Pension
- track tax forms that they've submitted online
- check or update their Marriage Allowance
- tell HMRC about a change of address
- check or update benefits they get from work, eg medical insurance

More services will be added in the future, and later this year employees will be able to use their Personal Tax Account to:

- view a tax calculation for the previous year(s)
- make payments online
- check their employment history.

Employees can register in a few minutes at www.gov.uk/personal-tax-account. If they have their National Insurance number and P60 or payslip to hand they can set up a Government Gateway account to make sure the process is secure.

BODLEIAN HEALTH CARE LIBRARIES MSD FOCUS GROUPS

Many thanks to the MSD researchers that took part in the first of the Bodleian Health Care Libraries focus groups looking at their services and your information needs. They will be running further sessions to find out your thoughts about ways to improve library services, collections, and spaces to help you in your studies and research, so please contact them at hcl-enquiries@bodleian.ox.ac.uk to register your interest.

PUBLIC CONSULTATION: PRESENTATION OF PROPOSALS FOR THE BASEMENT ACCESS LIFE AT RADCLIFFE SCIENCES LIBRARY

The University of Oxford invites you to attend a public consultation where proposals for a new lift to serve the existing basement beneath the Radcliffe Science Library courtyard will be displayed.

The existing basement has been in position since the 1970's and currently can only be accessed via staircases and a single small lift which are located within the Science Library building itself.

The basement space has become available following the successful completion of the refurbishment of the Weston Library and opening of the Swindon Book Repository. The University intends to repurpose this space for use as part of the University Museums. At present, storage for the Museums is spread across a number of sites and the use of the space within the existing basement of the library would consolidate a large part of this.

The provision of a lift and its location has been carefully considered given the sensitive, historic nature of the immediate surroundings. Specialist heritage consultants Purcell have carried out appropriate assessments of the development and design of the proposed lift in discussion with Oxford City Council and Historic England.

The University is undertaking public consultation as follows:

Date / Time: Saturday 9 July 2016 from 10:00am until 2:00pm

Venue: Oxford University Museum of Natural History, Parks Road, Oxford, OX1 3PW

University staff only:

Date / Time: Monday 11 July 2016 from 12:00pm until 2:00pm

Venue: Radcliffe Science Library, Parks Road, Oxford, OX1 3QP

Members of the University and the design team will be available to answer any queries you may have. A hardcopy feedback form will be available at the consultation sessions and an online version will follow on the University's website together with an electronic version of the display information. The University will review all feedback and will take it into account in progressing the proposals.

If you have any queries regarding the event please do not hesitate to contact the University at the following email address: <mailto:public.consultation@admin.ox.ac.uk>.