



**Minutes of the Greater Manchester Librarians Meeting
Held on 11th June 2012 at 12.30pm
Allerton Building, Salford University**

PRESENT	Steve Glover (Chair/Christie), Anne Roberts (Regional Athens coordinator/Christie), Debbie Dunton (Pennine Acute), John Addison (Pennine Acute), Chris Thornton (Central Manchester FT), Liz Farrell (Salford PCT), Valerie Haigh (Salford Royal), Neil Donohue (Salford University), Donna Schofield (University Hospital of South Manchester), Diane Geldard (Tameside & Glossop PCT), Roshanara Nair (Tameside Hospital FT), Mary Hill (Stockport FT), John Brooke (Greater Manchester West), Emily Hopkins (Minutes/ Manchester Mental Health & Social Care Trust)
IN ATTENDANCE	David Stewart (HCLU)
APOLOGIES	Cheryl Dagnall, Jean Williams, Paula Elliot, Michael Cook, Katy Donnelly, Matt Holland

NO	MINUTES	ACTION
	MINUTES OF THE PREVIOUS MEETING The minutes we approved as a correct record.	
	MATTERS ARISING AND ACTION LOG John Addison pointed out that the NW region was well represented in the Sally Hernando award finalists. There were problems reported by Debbie Dunton with some of the Horizon Scanning bulletins – misleading links being supplied to items not available through core content, only certain Trusts' subscriptions. Emily Hopkins will ensure that contributors are reminded to check the links they are putting in. The Falls prevention bulletin covers community & acute services.	EH
	NEWS/GOOD PRACTICE SHARING Pennine Acute – Trust is currently undergoing reconfiguration, with decreases in funding and consequently redundancies. Library service is currently presenting a service redesign plan – largely because of recent and upcoming planned retirements, there are no redundancies within the library service. David and HCLU have helped. Long term plans for the service include an emphasis on elearning at Fairfield. Central Manchester Foundation Trust - The Trust has now acquired Trafford hospital. There have been redundancies across the Trust, and many people have to reapply for their own jobs. Library staff are unaffected, and the existing library staffing has continued, with Trafford becoming a site library. Salford PCT - Developments with the Commissioning Support Organisation continue. Liz is leaving on 6 th July to take up a new job at NICE. The group congratulated Liz. Stephen will be acting up as Library Manager, and is also developing a blog and commissioning survey. Salford Royal - Thanks to David's visit, the IT trainers have now moved to IM&T so are no longer part of Valerie's team. This frees up a lot of time to develop library services. They did lose a Library Assistant post as part of the process. Greater Manchester West - two sites have now merged into one new library space, with 2 newly refurbished rooms, with thanks to HCLU money for refurb and HR for supplying new PCs. The new space offers WiFi. The service now comprises 2.5 WTE staff.	

	<p>Salford University- Neil is leaving for a new job at Leicester University in early September. The group congratulated Neil. 2 new associate librarians have now been appointed – so Roz will be returning to her post from her secondment to the leadership team. Neil's team recently won a Distinguished Teaching Award. They are currently carrying out a journals review. No decision has been made on the future of the Allerton Library.</p> <p>University Hospital of South Manchester- Currently undertaking a staffing restructure throughout the UHSM Academy (of which the library is part). They have a new HR Director who is interested in Organisational Development, so it is possible the Academy could move into HR directorate. Recently agreed to acquire the Liberty LMS, in partnership with Christie. The Library has a blog & Twitter account. About to plan for a refurbishment – currently looking at library design.</p> <p>Tameside & Glossop and Oldham PCTs – Julie Wickham left 2 weeks ago.</p> <p>Tameside General- 0.5FTE Library assistant post ended in December. Roshanara's line manager has taken early retirement so now has a new line manager. Claire Bradshaw has now left & taken up her new role at Pennine Care. There is a new 12-month outreach librarian post funded by HCLU. Peta Jones has recently taken up the post.</p> <p>Manchester Mental Health – Kathy Atkinson has now retired. The Trust is currently going through its Foundation Trust application, and a restructure is anticipated.</p> <p>Stockport – PCT provider staff have now moved into the Trust. Tameside & Glossop providers (including Diane) have also moved into the Trust.</p> <p>Christie- Now have Liberty LMS (in partnership with UHSM). Bruce, responsible for WinCHILL is now working 1 day a week for the library. New education centre in progress.</p>	
	<p>HCLU Update</p> <ul style="list-style-type: none"> - LDF bids due by the end of June. Individual bids of up to £5000 are ok. Total of c£143000 to distribute. - LQAF return by end of August. There is plenty of new guidance. - Stats return is due by the end of July. - There is a LIHNN/HCLU briefing on 19th June at the LMI. - A refreshed Costing framework has now been launched. David and Gary Sutton (Warrington & Halton Hospitals) have been trained to deliver the new training. There will be a refresher option for people who have previously done the training, and an introductory option for people new to Costing. - Healthwise has been having problems with the Google search engine – as the version it uses has been withdrawn by Google. It will be relaunched with the search driven by Bing in around 3-4 weeks. <p>Emerging structures:</p> <ul style="list-style-type: none"> - Health Education England becomes a legal entity on 1st April 2012. The HQ will be in Leeds and there will be a minimum of 120 staff – as this is the minimum required to be a Special Health Authority. It will have 5 directorates, including Education & Quality. Chair & Chief Exec appointments have been made, announcement due shortly. It will be responsible for £4.8bn of NHS education money. There will be 13 regional Local Education & Training Boards (LETBs), with 3 in the North West (Greater Manchester, Cheshire & Mersey, Cumbria & Lancs). For the 1st year they will be part of Health Education England, but will devolve over time, with an independent Chair, Managing 	

	<p>Director, Director of Finance, Director of Education and Quality. It is possible that some of these posts, eg the DoF, could be shared between the 3 NW LETBs. It is expected that the business support function of the 3 NW LETBs will comprise the current Commissioning & Professional Education team from NHS North West. The LETBs will be responsible for MADEL, SIFT and NMET funding.</p> <ul style="list-style-type: none"> - Public Health England – Now appointed Chair and Chief Exec (Duncan Selby). Senior level appointments currently happening. Workstreams include Information – lead by Anne Brice (librarian background) and Anh Tran. David is attending a workshop on 27th June to discuss. PHE will have 25 sub-national offices (based on current Health Protection Agency offices – the HPA itself will be absorbed into PHE). Its HQ will be in Leeds. There will also be local public health teams, transferred into Local Authorities. Implications for Athens-authenticated resources are being discussed. - NHS Commissioning Board will have its HQ in Leeds, and 4 regional offices: North, South, Central and London. There will be 27 local area offices. This will be a single structure (i.e. the 27 offices will not be separate entities). It is likely that within the North West there will be offices in Greater Manchester, Cheshire & Merseyside, and (South) Cumbria & Lancashire. There are 33 Clinical Commissioning Groups in the NW, and 4 Commissioning Support Services: Greater Manchester, Merseyside, Cumbria and Lancashire and Cheshire Wrrington & Wirral. These will be hosted by the NHS Commissioning Board until 2014. - The next General Election is due in 2015 which could result in further changes to NHS structures! - Acute Trusts are relatively stable. - HCLU is working with the Commissioning Support Services in the region and flagging library services nationally to PHE and HEE. - Core Content will have to be signed off by LETBs. There will need to be a Memorandum of Understanding with NICE/ NHS Evidence. SHALL is working on all of this at present. - NICE is currently undergoing an internal restructure, bringing Evidence resources and the internal information team together. - HDAS refresh/update happened recently. - New Link Resolver due at the end of July. - New framework agreement for books, journals etc due – possibly in September. - Athens: authentication system is out to tender. - Any feedback about new HDAS – please send to David or copy David in when sending to NHS E. Positive feedback is especially welcome. - Gary Birkenhead (Patient Information) is leaving - Pennine Care: the Trust has a strong Organisational Development department, led by Naomi White, which Claire Bradshaw recently joined. It is possible this could encompass knowledge management. The Trust will shortly have 2 library & knowledge staff, when Lucy Anderson returns from maternity leave, and joins Laura Drummond. <p>Action: David will ensure the group has Laura's contact details.</p>	DS
	<p>Costing The group discussed how services are currently using the Costing templates, and how they might use them in the future. Christie – the Trust has its own software that the library service uses. Many services either currently, or plan to, cherrypick from the templates to</p>	

	<p>cost services as necessary/ required, for example costing an interlibrary loan service when developing an SLA.</p> <p>A template for “miscellaneous” processes that could be adapted by services depending on what processes they do (or don’t do) as appropriate.</p> <p>David reminded the group that overheads are discretionary, so including things like estates costs, on costs etc is optional depending on the individual service’s situation.</p>	
	<p>Athens – Anne Roberts</p> <p>There has been a delay to the new Link Resolver, and it has now been decided that it will be a different product than previously agreed, but has the advantage that it is a well-tested product as opposed to a brand new one.</p> <p>Anne will be trained soon, with training for other staff planned for July. There is now a BNF app for Android & Apple smartphones/mobile devices. People will need an Athens password to access it. Enquiries from Community Pharmacists or anyone not straightforward to make a decision about their eligibility should be referred to Anne.</p> <p>Athens changes necessitated by the TCS moves have now all been finished with the exception of 1 Merseyside Trust. CCGs have been mapped to PCT groups/ org IDs. Therefore only 7 new org IDs will be needed. The changes do have implications for regional deals.</p>	
	<p>Ebooks – report from Task & Finish Group</p> <p>Mary Hill reported that the group met a few weeks ago, following the Library Managers’ meeting. It looked at: where things seem to be heading, and possible joint purchases. ProQuest have purchased e-brary. Most items are available as perpetual access, although some are available as subscription access.</p> <p>There are currently no national plans for any ebook purchases. The national Coutts collection has been weeded to remove old editions and out of date material.</p> <p>The group is currently factfinding and gathering information from publishers. Depending on this, the group may make some suggestions for collaborative purchasing models. There could even be a regional ebooks event, with suppliers.</p> <p>Feedback suggests that people would like the option to be able to “borrow” an ebook on their ereader/mobile device – as it is possible to do at some public libraries (using Overdrive platform).</p>	
	<p>Collection Development</p> <p>John Addison asked how each service made decisions on purchasing and developed their collection development policy.</p> <p>Areas included:</p> <ul style="list-style-type: none"> -Reader recommendations -UK information preferred over e.g. USA -Core lists (eg HLG Core Collection list) -Lists from Royal Colleges -University reading lists – if available -Remit of organisation <p>A limit on how much library pays for expensive items only of use to one department – and most if not all libraries would expect departments themselves to fund bench books, kept in and used by that department.</p> <p>Neil gave an overview of some of the methods used by the university:</p>	

	<p>patron-driven acquisitions are often used for ebook purchases. The question of how to engage with departments who are not big library users, and consequently do not offer suggestions for purchases, was raised, as ideally suggestions would come from an even spread across the organisation to ensure the collection is relevant to all staff.</p> <p>Action: John will write a generic/template Collection Development Policy, and share with the group.</p>	JA
	<p>LQAF</p> <p>John Addison suggested that services with a high compliance score might be permitted to update their evidence/the SAT less frequently for the compliant areas, or only need to look at updating evidence where there has been a change (e.g. service non-compliant one year but now has evidence to show they are fully compliant) rather than updating domains where there has been no change.</p> <p>Action: Steve Glover will formally suggest this to HCLU on behalf of the group.</p>	SG
	<p>DATE & TIME OF NEXT MEETING</p> <p>Monday 3rd September, 1pm Monday 14th January, 1pm Location TBC - Salford University.</p>	