**Minutes of the Cheshire and Merseyside Librarians meeting**

**Held on Tuesday 16th October 2018**

**Warrington Hospital, Warrington**

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| **PRESENT** | Emma Child, Warrington and Halton Hospitals NHS Foundation Trust. (EC)  Caroline Timothy, Warrington & Halton Hospitals NHS Foundation Trust. (CT)  Rebecca Roylance, Edge Hill University. (RR)  Yvonne Stubbington, St Helens and Knowsley Teaching Hospitals NHS Trust. (YS)  Susan Smith, Mid Cheshire Hospitals NHS Foundation Trust (chair). (SS)  Suzanne Ford, St Helens and Knowsley Teaching Hospitals NHS Trust. (SF)  Vicky Bramwell, Cheshire and Wirral Partnership. (VB)  Fran Wilkie, NICE. (FW)  Bernie Hayes, Countess of Chester Hospital NHS Foundation Trust. (BH)  Annabelle Leinster, Wirral University Teaching Hospital NHS Foundation Trust. (AL)  Lynda Cotterill, East Cheshire NHS Trust. (LC) |
| **APOLOGIES** | **Apologies**  Carolyn Benny, Liverpool John Moore’s University.  Helen Blackburn, Alder Hey Children’s Hospital NHS Foundation Trust.  Vicky Bramwell, Cheshire & Wirral Partnership NHS Foundation Trust. (VB)  Lorna Clarke**,** Edge Hill University  Stephen Edwards, Bridgewater Community Healthcare NHS Foundation Trust.  Virginia Jordan, Countess of Chester NHS Foundation Trust.  Angela Hall, Royal Liverpool & Broadgreen University Hospital Trust.  Janet Ireland, The Brain Trust  Zoe Gibbs-Monaghan, University of Liverpool  Maureen Horrigan, Liverpool Heart & Chest Hospital NHS Foundation Trust.  Jacqui Maung, University of Chester.  Adrienne Mayers (AM), Liverpool Medical Institution.  Stephen Molloy, Liverpool Womens NHS Foundation Trust.  Margaret O'Mahony, Southport & Ormskirk Hospital NHS Trust.  Tracy Owen, North West Boroughs Hospitals NHS Foundation Trust.  Anne Roberts, Manchester University NHS Foundation Trust. (AR)  Beryl Stanley, University of Liverpool.  David Stewart, Health Care Libraries Unit.  Linda Taylor, Wirral University Teaching Hospital NHS Foundation Trust.  Alison Thornley, East Cheshire NHS Trust.  Victoria Treadway, Wirral University Teaching Hospital NHS Foundation Trust.  Anne Webb, Bridgewater Community Healthcare NHS Foundation Trust. |

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| **NO** | **MINUTES** | **ACTION** |
| **1** | **MINUTES OF THE PREVIOUS MEETING**  Approved |  |
| **2** | **MATTERS ARISING AND ACTION LOG**  None |  |

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| **3** | **NHS Evidence Search**   * FW explained the Student Champion Scheme, which involves training a cohort of medical students from a particular university in the use of NHS Evidence Search. The scheme hopes to get them in the practice of using the resource before they go into the NHS so they can then spread what they have learned with students and future colleagues. * VB discussed the idea of linking HLISD to NICE Evidence Search when no results are returned so users can contact their local NHS Library. * FW gave the group a refresher of NICE Evidence Search. See key points below: * New material is inputted into NICE Evidence Search on an at least daily basis via an automated feed. Some material is also added manually by NICE * Guidance is always ranked highest in search results * Dates shown can be when the information was added to NICE Evidence Search rather than when it was published * The full text of every document is searched with your keywords * There is no need to truncate as Evidence Search will look for all variations of your keywords. You can still choose to truncate words but this creates a problem with ranking of results as that word is taken out of the ranking * You can use phrase searching but this also affects ranking * The search engine automatically looks for synonyms and acronyms * It also automatically looks for English and American spellings * It automatically adds AND between keywords but you can still manually use AND + OR commands * Can’t use the NOT command within Evidence Search because the word appears too frequently within guidance as ‘do not’ recommendations * If you filter by source this only takes into account resources that have been added via an automated feed, not manual inputs * There is an ability to filter by ‘Information for the Public’ * There is a roll up, roll down feature which is particularly useful for medicines/pharmacy searches * There is no feed from SCIE anymore * No major developments are in the pipeline at the moment. However, tweaks and improvements can still be made to the resource, please email Fran with any suggestions * FW has designed an Advanced Searchers Leaflet and an Evidence Search Slide Set which can be used in teaching. Both resources can be found [here](https://www.nice.org.uk/about/nice-communities/library-and-knowledge-services-staff/training-materials).   There is also a Social Care Guide to Evidence search and the Fastest Fingers First Quiz attached below. Please note that if anyone uses the quiz, they’ll need to check the answers before they use it, for the most up to date numbers! | ALL |
| **4** | **Updates**  The group discussed the following:   * Local Workforce Advisory Board (LWAB)   SS has been in contact with the C&M LWAB. There is interest in library support for them to develop a repository. This has been escalated to HCLU. Gil Young will be following up. VB updated the group on shadowing the LWAB meeting. SS will shadow the next one and share any learning with the group.   * Systems Leadership Community of Practice   East Cheshire ‘This Place’ is working on an online community of practice for band 8As. Once established it is planned to roll out across the C&M STP. Cheshire Health Libraries are embedded in the project team and will keep the group updated on progress. SS asked the group to think on how libraries could support information capture and case studies to support the group from their own organisations.   * History of Influenza   Following on from the NHS 70th Project, there is an exhibition planned for the Liverpool Medical Institution on the History of Influenza in partnership with the Florence Nightingale Museum. Cheshire Libraries are meeting with local museums and Universities to engage with the project and link with the Flu Fighter Campaign. There is an opportunity for other C&M services to link with the project. Contact AM for further information   * Copyright update   SS updated on recent work with the Library & Archive Copyright Alliance. The revision of the [Marrakesh Treaty](http://www.legislation.gov.uk/uksi/2018/995/made) which came into force at the start of October. This is a milestone in recognising the rights of all blind and print-disabled people (they have extended the definition of disabled to include dyslexia, autism and temporary blindness). It has also ruled against compensation of right holders for the creation of alternate formats i.e. they can’t charge for converting to a readable format. IFLA have created [a getting started guide](https://www.ifla.org/files/assets/hq/topics/exceptions-limitations/getting_started_faq_marrakesh_treaty_a_practical_guide_for_librarians_2018_en.pdf). Consultation outcome by the IPO is [available here](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/738669/Marrakesh-Government-Response.pdf). It removes compensations schemes for right holders for the conversion to alternate formats (p10. in IPO response). Patient experience and Education Teams may be interested in this.  A campaign has launched to raise awareness of Orphan Works – [Use it or Lose it](http://uklaca.org/activities/campaigns/orphan-works-2018/). There are concerns that a [no deal Brexit](https://www.gov.uk/government/publications/copyright-if-theres-no-brexit-deal/copyright-if-theres-no-brexit-deal) may bring about changes to library exemptions in law. The ability to digitise orphan works, where the publisher is unknown or uncontactable, is one of the exemptions known to be at risk. It is likely that LACA will be collecting case studies on how this exemption is used within library services.  The group felt it would be useful to receive future updates.   * Sharing Documents   Agreement to share documents amongst the group using the Cheshire & Mersey email list to avoid duplication of work (lesson plans, strategies etc.). Please share from now, rather than back dating documents, in order to keep things current. The [email group](https://lists.lihnn.nhs.uk/cgi-bin/mailman/listinfo/cheshire_and_merseyside) can act as a searchable repository. | SS  ALL  ALL |
| **5** | **Library Updates**  **Aintree**   * RR has been busy updating and checking resources over the past few weeks   **Warrington**   * Knowledge Services Assistant, Helen Kiely, has moved to Mersey Care and a new member of staff has been appointed and is awaiting a start date. * Clare Payne has taken up the role of Knowledge and Evidence Team Manager * The Knowledge and Evidence Team is now part of the new WHH Quality Academy   **Wirral**   * Victoria Treadway has now left and Alex Williams has been appointed as the new Library Manager   **St Helens and Knowsley**   * SF has bid for some acoustics to be added to the library to help improve sound/noise * BMJ onExamination is currently on trial which contains practice exams * Trust policies are being added to Ebsco Discovery   **Macclesfield**   * LC reported that they are getting new PCs   **Countess of Chester**   * The Countess unfortunately had to cancel their 70th NHS anniversary event but are still hoping to run it before the end of the year   **Mid Cheshire**   * JET have bid for [Microsoft HoloLens](https://www.microsoft.com/en-us/hololens) – for 3D anatomy, simulation & strategy support, automated system for recording facilitated group session & to develop an AI based patient information app similar to [Alderhey](https://www.alderheycharity.org/news/latest-news/the-alder-play-app-has-launched/).   **Cheshire and Wirral Partnership**   * VB has bid for keyboard brushes * The service is using books on prescription |  |
| **5** | **ATHENS UPDATE**   * AR would like to remind people to contact the Open Athens Help Desk for routine enquiries and anything urgent. AR works part time but the helpdesk is available 9-5 Monday to Friday. More complex and less urgent enquires should still go to AR directly. * A lot of access issues are discussed on the various discussion lists and not sent to AR or the helpdesk so we don’t always know about them. * The new Open Athens statistics reporting is now available from the administration pages. Some administrators attended an introductory webinar, which can now be viewed at <https://www.youtube.com/watch?v=SSIZouqHUoU&feature=youtu.be> * Eduserv had a major incident a few weeks ago that affected the Archive Stats Service. As a result, data loss occurred for user level statistics. The usage stats were affected but these have now been re-added. The total number of new accounts is incorrect in the new reporting tab but correct if searched for under the advanced search tab in the Administration pages * NALROM are looking at standardising Open Athens nationally. The different regions work in different ways and with different conventions for placing staff in organisations. Within the regions we are looking at amalgamating some non-trust organisations and in the north I am asking for one login for the three regions. * NALROM are also reviewing the HEI Open Athens scheme where currently, participating universities can provide their eligible students with NHS Open Athens accounts for the duration of their course. * NALROM are also looking at standardising the statistics that are collected in each region. Currently some regions collect no statistics. * AR sent out an email last week reminding library managers and Open Athens Administrators that any new staff will need to read the GDPR letter and send an email to Fran Wilkie at NICE stating that they understand and agree how to use Open Athens data to comply with GDPR. Only new staff or staff that have never sent a statement to Fran need to do this. The email to be signed is soon to be placed on the NHS Library and Knowledge Services Webpages. * In the North West there are a lot of Open Athens accounts that are awaiting approval. These may have been missed by administrators because the number of accounts joining an organisation is currently not available. AR has sent out instruction of the search to find these accounts that should be run on a regular basis. |  |
| **7** | **ANY OTHER BUSINESS**  None |  |
| **8** | **ACTION LOG**   * Contact FW with any ideas for tweaks or improvements to NHS Evidence Search * Share documents amongst the group to avoid duplication of work | ALL  ALL |
| **9** | **DATE & TIME OF NEXT MEETING**  Monday 28th January 2019, 2pm - 4.30pm  Location: Meeting Room 7 at our Chester site on the Countess of Chester  Health Park in Redesmere building  Chair: TBC  Future meetings: TBC |  |