



**Minutes of the West Mental Health Libraries Group Meeting**  
**Held on 17/7/2013 @ 10.00-12.00**  
 at  
**Simister Room, Harrop House, Prestwich Hospital,**  
**Bury New Road, Manchester M25 3BL**  
**(Gtr Manchester West Mental Health NHS Foundation Trust)**

<b>PRESENT</b>	Cath McCafferty, Bernie Hayes, John Brooke, Vicky Bramwell, Liz Stitt, Rosalind McNally (minutes)
<b>APOLOGIES</b>	Emily Hopkins, Carmel Smith, Pippa Orr, John Coulshed, David Stewart, Lucy Anderson, Laura Drummond

NO	MINUTES	ACTION
1	<b>Welcome &amp; apologies</b> See above	Chair
2	<b>MINUTES OF THE PREVIOUS MEETING</b> The minutes of the meeting on 21 <sup>st</sup> May were reviewed	Chair
3	<b>MATTERS ARISING AND ACTION LOG</b> First Step Guide – this is now with VB and Adrienne, the Assistant Librarian, for final checking.  CM is meeting with Matt Holland at NWS to discuss online resources covering mental health for A & E/ ambulance staff.  Ideas for service impact measures/adding value – A discussion about this in relation to LQAF, Indispensible Librarian Master class training and Library Strategies was held.  Mental Health Journals Current Awareness – to be discussed at Quarter 1 meeting	Chair  CM to feedback to group.  CM/BH to create area on wiki for sharing practice
4	<b>Mental Health/Primary Care Librarians Joint meeting</b>  Proposed to have joint meeting in October and both parties review. The group discussed current meeting schedule and there was a consensus to stick to 4 meetings a year – 2 business meetings (Jan & July), use one as an Action Learning (April), & 1 as joint (October). VB suggested a preliminary task for MH/PC librarians when meeting together would be to map who each service serves in order to share the information.	All
5	<b>Ideas for collaborative projects</b>  CM raised suggestion of consistent approach to archiving management/administrative data on NHS Library Services. There was a consensus that it would be useful to establish what is available currently and current practice (LQAF, Annual Reports), use of existing frameworks (DH retention schedules). The consensus was this was important. Agreed to keep on agenda and discuss with DS to clarify what is/should be retained by HCLU and at service level for legal and governance purposes.  BH suggested collaboration with public libraries and commercial partners	CM to ask DS to speak at next meeting.  All

	<p>be explored. An example of a project she had observed was Sharing Stories <a href="http://www.leedspft.nhs.uk/campaigns">http://www.leedspft.nhs.uk/campaigns</a> .</p> <p>All to consider how we might develop a collaborative project along these lines.</p> <p>BH also suggested Staff Wellbeing. This is a big focus in all our Trusts. The Group discussed the different forms this is taking.</p> <p>The consensus was both these were good ideas. All to think about actions/next steps for how we might take these forward and feedback to BH/CM.</p> <p>CM suggested the BH suggestion could be discussed on Action Learning day.</p>	<p>CM to circulate poster</p> <p>All</p>
6	<p><b>Current Awareness potential</b></p> <p>BH raised pooling into a table a core set of data on bulletins and resources we use currently to share best practice and keep each other and customers up to date.</p>	<p>All BH to circulate headings.</p>
7	<p><b>Further ideas for joint bids</b></p> <p>Andy at Mersey Care is continuing to source options for DSM5 as an e-book. CM will feed this back to the group.</p> <p>A discussion on pens and bags followed. Agreed bags would be good idea. Continue at next meeting.</p>	<p>Action CM</p>
8	<p><b>HCLU Report</b></p> <p>Short update from DS via email:</p> <p>SIFT allocations have gone out.</p> <p>LDF bids - call will now be in August - but we'll give a longer deadline to allow for annual leave.</p> <p>DS new interim line manager is Jenny Cavalot - expected to be in post until March 14 - doing 3 days per week. Has HR and academic background – and seems very keen on library services. DS will invite her to a Library Managers meeting or Briefing meeting.</p>	
9	<p><b>News from our own Trust</b></p> <p><b>Mersey Care (CM)</b></p> <p>The following chart has been produced by the Centre for Mental Health explaining their understanding of the structure of our mental health services NHS from April 2013. <a href="http://www.centreformentalhealth.org.uk/policy/NHS_structure.aspx">http://www.centreformentalhealth.org.uk/policy/NHS_structure.aspx</a></p> <p>CM working to support the expansion and development of historic</p>	

	<p>photographic displays in the LKS premises. This will lead to the display of further images and evidence of history of mental health services in the community local to Mersey Care.</p> <p><b>Calderstones (LS)</b></p> <p>New Chair and Executive Director is Rupert Nicholls, who has joined from 5 Boroughs. New Chief Executive is Mark Hindle who was Chief Operating Officer at Lancashire Care.</p> <p><b>GM West (JB)</b></p> <p>The Recovery Academy is publishing second prospectus in the September. The Library is currently housing courses and will maintain an element of this, whilst other locations for course delivery are put in place. The Library is a key partner in delivery.</p> <p><b>5Boroughs (BH)</b></p> <p>The Library recently provided the appropriate computer access and study space so that the Non-Execs. and Chair could complete their mandatory training.</p> <p>The Library is a partner in developing a new research strategy for the Trust and is continuing its existing role with the Wellbeing strategy.</p> <p><b>Manchester Mental Health &amp; Social Care Trust</b></p> <p>The Library has appointed a new Library Assistant (A&amp;C 3) at the Trust Library, Katie Nicholas. They will hopefully start in August and meet colleagues through the network.</p> <p>MMHSCT has stepped off the FT process <a href="http://www.mhsc.nhs.uk/foundation-trust.aspx">http://www.mhsc.nhs.uk/foundation-trust.aspx</a> (accessed 18th July, 2013)</p>	
	<p><b>ANY OTHER BUSINESS</b></p>	
	<p><b>DATE &amp; TIME OF NEXT MEETING</b>  <b>10–12, 16<sup>th</sup> October 2013</b>  <b>Place: Small Seminar Room, William House, Rathbone Hospital, Mersey Care NHS Trust</b></p>	