




**Minutes of the LIHNN AGM
Held on 16th June 2015
Liverpool**

PRESENT	Jo Whitcombe (chair) Susan Smith (Treasurer), Mary Hill.
IN ATTENDANCE	Bramwell, Vicky, Cawley, Emma, Clark, Lorna, Cotteril, Lynda, Cross, Sarah, Dagnall, Cheryl, Dawson, Sian, Dowhyj, Alice, Dowler, Martin, Earl, Gill, Edwards, Stephen, Guest, Andrea, Haldane, Graham, Harris, Cath, Jones, Peta, Lamb, Kieran, Leinster, Annabel, Livesey, Daniel, Low, David, Nicolas, Katie, O'Mahony, Margaret-Mary, Pratchett, Tracy, Roberts, Anne, Stewart, David, Tickner, Paul, Young, Gil
APOLOGIES	Michael Hargreaves, Bernie Hayes, Lisa McLaren

NO	MINUTES	ACTION
1	Welcome & Apologies JW introduced the AGM Apologies were noted.	
2	Minutes of the last AGM These were proposed by Graham Haldane and seconded by Cheryl Dagnall	
3	<p>Treasurers Annual Report:</p>  <p>The slide titled 'LIHNN FINANCE 2015-16' contains the following information:</p> <ul style="list-style-type: none"> HIGHLIGHTS: <ul style="list-style-type: none"> • OLD BANK ACCOUNT CLOSED & SUPPLIER INFORMATION UPDATED • WE NOW HAVE A DEBIT CARD TO SUPPORT WEB APPLICATION PURCHASE • SUCCESSFULLY MOVED TO ONLINE PAYMENTS • SUPPORTING ESTABLISHMENT OF SIMILAR NETWORKS IN Y&H & NE Financial Summary: <ul style="list-style-type: none"> Carried forward 1st April 2015: £25,695.48 Income from memberships: £1,765.00 (no other income) Expenditure: £3,745.54 Total Funds: £23,714.94 Outstanding: £357.76 (€45 Quality awards prize money, catering for clinical librarians, mental health and primary care meetings £311.96) Expenditure Breakdown: <ul style="list-style-type: none"> Quality Awards Trophies & Prizes: £319.40 Leavers Cards & Vouchers: £487.02 Christmas Study Day Speaker & Prizes: £516.80 Catering for Full Day LIHNN Meetings: £310.32 CLIP Conferences (Nicola Braughton): CLIP Rare Books (Adrienne Meyer): H&A (Jo Whitcombe, Sarah Owen, Michael Cook, Patrick Claxton, Katie Nicholas), Y&H Retreat day (Jo Whitcombe - travel only): £1,812.00 	
4	Chair's report	

CHAIR'S REPORT

LIHNN CO-ORDINATING COMMITTEE 2016/17:

- Jo Whitcombe (chair)
- Susan Smith (treasurer)
- Lisa McLaren (secretary)
- Mary Hill
- Mike Hargreaves
- Bernie Hayes
- Gil Young (HCLU representative)
- Graham Haldane (previous chair)
- Caroline Timothy (CPD group chair liaison)

LEAVERS

- Tracey Owen
- Lis Edwards
- Kieran Lamb
- Helen Medley
- Nicola Broughton
- Valerie Haigh
- Donna Schofield
- Carnell Bell-Smith
- Jenny Brine
- Denise Thomas
- Margaret Webster
- Avril Bourke

KEY ACTIONS:

- Christmas study day
- LIHNN quality awards
 - New LIHNNKUP article award
- Value of LIHNN survey
- Helping Hands & LIHNN webpages
- Webex communications

Graham Haldane has stepped down as chair – the committee would like to thank him for everything he achieved during his tenure.

Caroline Timothy (CPD Chair and CPD Liaison on the committee) left to go on maternity leave. I'm sure most of you already know she is now the proud mother of beautiful twin girls and join with the committee in sending her and her family our very best wishes.

There have been a fair number of changes this year and, given the current winds of change with vanguards, hospital chains sector reviews and single hospital services, there are bound to be many more to reflect upon next year. These represent the LIHNN members that have been acknowledged for their long service and have made many and varied contributions to the network over the years (see slide 2 above).

One of the major outputs of the LCC is the Xmas study day, which again got great feedback last year and also the LIHNN Quality awards. Graham Haldane and Susan Smith developed a really useful framework for assessing entries which has helped to make the process much easier and we introduced an new award last year for the best LIHNNKup article. I would just like to thank Mary Hill at this point for sourcing the new style of trophies for the awards.

We undertook the value of LIHNN survey late last year and the responses were overwhelmingly positive with a few helpful points for discussion and development. Look out for an upcoming article in LIHNNKup from Lisa McLaren on the results

5 **Group Updates**



Cheshire & Mersey Patch Group is still working on the informal show and tell principles. Our topic for 2015-2016 were:

- Statistics – why we collect and what we do with them
- Supporting research & development
- Use of fiction in Health Libraries
- Annual reports

Resources and discussions are shared on the LIHNN website:

<http://www.lihnn.nhs.uk/index.php/lihnn/lihnn-groups/cheshire-and-merseyside>

- Queries about statistic and annual reports have been fed upwards to HCLU for clarification.
- LIHNN Committee is looking into refreshing some marketing materials for the Network
- We are working on the joint passport scheme

This year we visited The Brain Trust, Arrow, Harold Cohen Library (University of Liverpool), Wirral University Teaching Hospital NHS Foundation Trust & Aintree Library (Edge Hill University)

GREATER MANCHESTER LIBRARIANS

- Been a handover of roles: Cheryl Dagnall (WWL & SRFT) has role of chair; Paula Elliot (Bolton NHS FT) has role of vice-chair
- Widening access agreement – work completed with other patches and should be live on LIHNN website
- Introduced a 'discussion topic' to meetings:
 - Have looked at knowledge management from a K4H and LQAF perspective
 - Next week looking at STPs based on work of East of England
- Exchange of information and sharing of best practice continues to be an important part of meetings

LANCASHIRE & CUMBRIA

- HCLU / HENW development funding awarded for:
refurb at Lancashire Care, study pods at Blackpool, staff uniforms & marketing materials at East Lancs
- Passport scheme has been merged across the north west to
- Calderstones trust to be merged with Mersey Care - libraries will continue to operate in their respective locations.
- Kendal library (part of UHMB) now a learning space (unstaffed)
- Several C&L members involved in K4H – impact, metrics, advocacy
- Lancs Teaching achieved 100% LQAF for the 2nd year, presentations & workshops at HLG, awarded funding for research project "facilitating information literacy in radiographers"
- North Cumbria library is piloting "knowledge share"
- East Lancs library holds regular "pop-up" libraries at community locations & has further developed its brand identity and introduced uniforms for library staff

MENTAL HEALTH LIBRARIANS

Mental Health Librarians: Xtra (Monday 16th May, Leeds)

- Collaborative day with MH colleagues across LIHNN, Y & H and NE.
- Theme: Patient & Public Information/ Working with Public Libraries.
- Groups have been looking at how they might collaborate in the future- agreeing:
 - a shared event will be held each year
 - 3 individual networks will continue to meet locally.
- LIHNN group meets quarterly & has a number of standing items on the agenda which address experiences of e-books, collaborative bids and LQAF.
- Group average LQAF score for mental health and learning disability LKS for 2015 was 94%, which was very positive.

CLINICAL LIBRARIANS

- Paul Tickner (Morecambe Bay) assumed role of co-chair with Eva Thackeray (Lancs Teaching) – thanks to Rosalind McNally (MMHSC) as outgoing co-chair.
- Projects include scoping a shared search questions database, reintroduced FISH workshops to meetings.
- Guests speakers on range of topics – new HDAS, systematic review service at University of Manchester, library support for clinical researchers, NHS NW R&D and NICE.
- Group continues to meet quarterly along with Trainers' Group

CPD GROUP

- 2015/16 CPD programme included courses on branding, critical appraisal and social media. Full annual report to follow which will be available on the LIHNN website.
- Literature searching MOOC delivered to good uptake & positive feedback - HLG presentation & article planned.
- New e-learning course - "effective copywriting to market your services" funded by HEE
- Partnership working with Y&H and NE planned for joint events but independent programmes maintained
- 2016/17 CPD programme already underway

PRIMARY CARE GROUP

- February, 2016: joint meeting with Y&H Primary Care colleagues - well attended from both sides of Pennines
- Good session - identified opportunities to develop joint working and integrate further
- Moving towards becoming one SIG
- Looking at September (maybe linked to HLG) for an informal gathering
- Evidence synthesis toolkit still under development

LIHNN INTER-LENDING & DOCUMENT SUPPLY GROUP

- o Following a decision by the LIHNN CC to integrate content from NE & YH the NW group was suspended during integration
- o A new group will be formed in the near future with representatives from all three areas
- o ULCERS (the NE & YH database) has now been merged with the LIHNN Union list. This work was completed in March 2016
- o As part of the work there were some enhancements added to the search functionality
- o It is planned to add journal abbreviations to the search functionality.
- o System emails now arrive with the subject line "Northern Union List: Please Supply"
- o Please continue to report any issues to Steve Glover.

Email: steve.glover@cmft.nhs.uk

QUALITY GROUP

- Laura Drummond (Pennine Care) stepping down both as chair and as a member of the group.
- As such and given the pressure of work on members, the quality group has been discussing its future:
 - in the process of tying up on-going projects
 - May reform as a project group, putting call outs for T&F group members
- Recommended scrapping the Quality wiki and Helping Hands wiki and will consider taking up the redesign and content of replacement resource.
- The MAP toolkit and Quality Survey still available for use.

LIHNN Trainers' Group Update 2015-16

- ❖ Collaboration with NHS Midlands & East Trainers Group
- ❖ Teachmeets:
 - advertising training via membership form
- ❖ Trainer's Study day 2015
- ❖ Train the Trainer Course 2016

This year we visited Salford Royal, Victoria Royal Blackpool, The Christie and Royal Preston Hospital – thanks to all our hosts!

6	ANY OTHER BUSINESS None		
---	-----------------------------------	--	--

7	DATE & TIME OF NEXT MEETING June 2017 – Venue and time TBC		
---	--	--	--