




**Minutes of the LIHNN Committee  
Held on 7<sup>th</sup> September 2011 at 10am  
Fallowfield Library**

<b>PRESENT</b>	Tracy Owen (Chair), Debra Thornton, Adrienne Mayers, Stephen Edwards, Olivia Schaff, Emily Hopkins (minutes)
<b>IN ATTENDANCE</b>	David Stewart
<b>APOLOGIES</b>	Denise Thomas, Eileen Hume

NO	MINUTES	ACTION
3	<p><b>MINUTES OF THE PREVIOUS MEETING</b> The minutes of the meeting of 8<sup>th</sup> August were approved as a correct record</p>	
4	<p><b>MATTERS ARISING AND ACTION LOG</b> There are still some invoices and membership forms outstanding. Eileen/Tracy will email to chase up the membership forms and invoice details. CPD funding form – Emily will speak to Gil about this. Tracy has sent an email about the showcase at the Christmas Study day – but will send a reminder.</p>	<p>Eileen/Tracy  Emily Tracy</p>
5	<p><b>Treasurer's Report</b></p> <p style="text-align: center;"> Treasurer's Report 7th September</p>	
6	<p><b>CPD Funding Applications</b> No applications received recently, and no relevant events coming up. Emily will speak to Gil about revising the application form (see item 4)</p>	
7	<p><b>Quality Awards</b> Applications have been invited by patch chairs and Tracy has also sent a reminder via the LIHNN list. No applications yet. Closing date – end of October. The awards will hopefully be presented by Phil Bradley at the Christmas Study Day on 8<sup>th</sup> December</p>	
8	<p><b>Constitution</b> Tracy and Debra to set a date to meet to go through this</p>	Tracy & Debra
9	<p><b>Christmas Study Day</b> Tracy is unable to attend the Library Managers' meeting so Emily will talk to the group about the Christmas study day and explain what's going to happen with regards to the Quality Awards and the LIHNN "showcase" and remind people to nominate their groups where appropriate.</p> <p>The finalists for the Quality Awards will be presented at the study day, and attendees will vote for the winners. Awards will then be presented by Phil Bradley.</p> <p>The showcase will consist of a short talk from a number of LIHNN groups about their work and will give an opportunity to highlight projects, current work etc.</p>	Emily

10	<p><b>Feedback from LIHNN Groups</b></p> <p>Primary care – last meeting (6<sup>th</sup> September) – a commissioner attended and gave the group lots of useful information on the work of commissioners and how they use information.</p> <p>CPD – meeting is coming up</p> <p>Mental Health – had a small “workshop” to go through LQAF returns and share tips.</p> <p>Clinical Librarians – Impact study coming to an end. Can be analysed at Trust level so will be useful to the individual services taking part</p> <p>Quality group – Quality survey will get a “soft launch” at Library Managers’ meeting, including a guide on how to run the survey.</p> <p>Trainers’ group –meetings will in future take place on the same date and at the same location as those of the Clinical Librarians Group. Generally they will take place in the afternoon as the Clinical Librarians tend to meet in the morning. An event is – provisionally booked for 24<sup>th</sup> January 2012 at the Holiday Inn, Liverpool. Gil Young is setting up a wiki where group members can share training plans, help sheets and examples of good practice etc. This will be launched at the event on the 24<sup>th</sup> January 2012. Gil will also send out an e-mail asking all NHS Library and Information staff involved in training to subscribe to the trainers e-mail list. There will be no obligation to attend the meetings but it will widen the reach of the group and ensure it is supporting all of those involved in training others.</p> <p>Cumbria &amp; Lancashire – No recent meeting, but plans for future meetings to take place by teleconference</p> <p>Greater Manchester – No recent meeting</p> <p>Cheshire &amp; Merseyside – Next meeting in October.</p>	
11	<p><b>HCLU Update</b></p> <p>National – Delays in finding out the new educational structures &amp; SHA clusters. Unclear at this stage what is causing delay.</p> <p>New Northern SHA cluster (incorporating North West, North east and Yorks &amp; Humber) taking effect in October. Chief Exec is Ian Dalton. More appointments to follow in coming weeks. The 3 existing SHAs are still statutory bodies at the moment. The implications for the Education team are still unknown – could continue on current footprints. David is a member of the Stakeholder forum for further developments.</p> <p>TCS has raised 3 issues for HCLU:</p> <ul style="list-style-type: none"> <li>-Fade Library – unclear which organisation this will move to from PCT. Possible home is Liverpool Community Trust</li> <li>-Stockport FT and the Oldham PCT/ Tameside &amp; Glossop PCT Library service. Organisational change has resulted in 2 Library services in one organisation, creating a complex stakeholder situation.</li> <li>-Longer term uncertainty about PCT clusters and whether they wil want library services. HCLU have been in contact with Cheshire, Wirral, Warrington, Greater Manchester &amp; Cumbria clusters. Unsure what is happening in Lancashire. PCT Clusters aren’t allowed to have their own</li> </ul>	

	<p>website or otherwise promote their work.</p> <p>AQuA have recently appointed a new webmaster, David Newsham. May be invited to join the LIHNN network (isn't a librarian but is in an information role so hopefully would be beneficial). Currently resolving problems with metadata on their portal, but intending to relaunch soon.</p> <p>LQAF – Still a few outstanding returns (all had been given extensions due to extenuating circumstances). 4-5 now validated by Linda &amp; David, with some questions for the library managers. Hoping to have done all by end of October. Developmental visits are ongoing – every service will have been visited by end of 2012/ early 2013.</p> <p>Events – New starters' event on 22<sup>nd</sup> September.</p> <p>Journals – Lancet is expected to be renewed.</p> <p>Royal Marsden – Should be sorted soon, for those services intending to renew</p> <p>Ebsco Medline fulltext – Discussion to be had amongst Library managers. 3 month trial to start soon.</p>	
12	<p><b>ANY OTHER BUSINESS</b></p> <p>Sarah Blanch from Mental Health Strategies, based in Eccles, has applied to join the LIHNN network. She is a solo information professional.</p> <p>The issue of LIHNN giving cards/gifts to people leaving or retiring was discussed. It was agreed that cards could be sent to anyone leaving the network (i.e. not moving to another job within the network) to acknowledge and thank them for their contribution. Anyone leaving or retiring with more than 10 years' service could also receive a voucher for £25, such as the "High Street" type vouchers than can be spent in lots of different places.</p>	
13	<p><b>DATE &amp; TIME OF NEXT MEETING</b></p> <p>W/C 28<sup>th</sup> November, at either Fade or LMI, Liverpool.</p> <p>Tracy will do a meet-o-matic to find the best day that week.</p>	Tracy