**Yorkshire and the Humber Health Libraries & Knowledge Network**

 **4th May 2017**

**Notes of the Primary Care, Public Health and Commissioning Librarians Special Interest Group**

**Present: Helen Swales (HS) (Chair), Ann Tanker (AT), Maria Simoes (MS), Janet Sampson (JSa), Jacqui Smales (JSm) (Note Taker), Rebecca Vaananen (RV), Andrew Carrick (AC), Rocio Rodriguez Lopez (RRL)**

**Apologies: Jill Rutt (JR), Rebecca Williams (RW), Tim Staniland(TS), Rebecca Stevenson (RS)**

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| **No.** | **Agenda Item** | **Actions** |
| 1. | **Welcome and Apologies**HS welcomed the delegates and the following organisations were represented:Leeds Community Healthcare NHS Trust, Public Health and Council Sheffield, Rotherham NHS Foundation Trust, Doncaster and Bassetlaw NHS Foundation Trust, Public Health Resource Centre, Hull and East Yorkshire Hospitals NHS Trust, Academic Unit of Health Economics (AUHE), Leeds Institute of Health SciencesThe following organisations sent apologies:eMBED Health Consortium, Bradford District Care NHS Foundation Trust |  |
| 2. | **Notes of the Previous Meeting**These were agreed |  |
| 3. | **Matters Arising**A discussion and feedback to HCLU around the #AMillionDecisions campaign had been received positively.  |  |
| 4 | **Terms of Reference (ToR)**The points were discussed by the group and agreed. It was agreed that where possible meeting dates would be advertised to all interested members of YOHHLNet, NW and NE as early as convenient. HS to set the dates for the forthcoming year.Helen Swales (HS) agreed to be Chair for the current period and Jacqui Smales (JSm) will act as note taker for the same period. Period of office to be one year. The Chair’s name to be added to the Wiki. Janet Sampson (JSa) agreed to send out the YOHHLNet Templates for notes and agenda.ToR to be ratified by email. | **HS to set up meeting dates and add to the events calendar and HCLU bulletin where appropriate.****JSa sent templates out to the group (04/05/17)****Members of the group to ratify the ToR within 2 weeks of receipt** |
| 5 | **STP Updates**The group were not aware of any current updates |  |
| 6 | **Information for patients and the public** Andrew Carrick (AC) stated that he was working with the Trust Patient Participation LeadJanet Sampson (JSa) working with Health and Wellbeing team and communications. There is a launch of the new Books on Prescription shortly and the Health Information Workbook is being updated. JSa would provide web links to the DBTH Knowledge and Information portal – Health Information page <http://www.netvibes.com/dbhlibrary#Health_%26_Wellbeing%2FPatient_Information> and the [Health and Wellbeing](http://www.dbh.nhs.uk/about_us/board_of_directors/whos_who/People_and_Organisational_Development/library_info_services_health/doncaster_library_health/med_nursing_library_services/Health_and_Wellbeing_Library_Services.aspx) website page for DBTHThe study day on the 10th July may contain some duplication from an earlier study day. | **AC to forward web link****JSa to send out a copy of the workbook to those interested when available. Web links provided** |
| 7 | **Pre-election period**The question was asked if this was affecting anyone directly. Other than double checking on some feeds it was mainly business as usual |  |
| 8 | **Joint Meeting Y&H, NW and NE**The discussion was around the timings, venue and facilitators for this meeting. It was felt that the need to know numbers was of interest re venue. HS to contact Andrea Guest re this. Timings: 10:00 for Registration with a Start at 10:30 and Finish at 15:30 which should allow for travel.One suggestion was to use an ‘ice breaker’ such as write down 4 things you would like to change. HS to send out ‘scoping’ email. | **HS to send scoping email. HS to contact Andrea Guest.** |
| 9. | **Service Updates**Jill Rutt (JR) supplied a service update – eMBED are carrying out a survey around the daily health bulletin sent out and they hope to expand their services to CCGs.Helen Swales (HS) stated that the Library Trainee had commenced at Leeds on a 12 months temporary contract. They are working to create an innovation and research hub. They have also purchased EBSCO Discovery and are about to set this up.Janet Sampson (JSa) is preparing to open new part-time accommodation for a library in a third hospital. Re-launching their Current Awareness Bulletins working with Rotherham. Questions were asked about CASH and K4H Task and Finish group - <http://kfh.libraryservices.nhs.uk/wp-content/uploads/2016/04/CASFinalM16.pdf> Andrew Carrick (AC) talked about the collaboration with DBHT with reference to current awareness and also offered to share the CAMHS bulletin that is produced.Rebecca Vaananen (RV) stated that the PHRC leaflet and poster spreadsheet is almost complete Jacqui Smales (SMa) stated that Hull and East Yorkshire Hospitals NHS Trust were still trying to work with their CCGs. | **HS to provide screenshot.****HS to ask Dominic Gilroy re the outcome of this work.****AC share CAMHS bulletin** |
| 10 | Any other BusinessThere was no further business |  |
| 11 | **Date(s) of next meeting****Wednesday 11 October 2017 venue to be confirmed** |  |

**Notes:**

After the meeting Helen Swales contacted James Kenney, Regional Manager, Scotland, Wales and North of England, Health Learning, Research and Practice for Ovid/Wolters Kluwer who has agreed to sponsor the joint meeting.