**Joint Northern Primary Care / Public Health / Commissioning Librarians Group**

**11th October 2017**

**Inaugural Meeting Notes**

**Leeds Town Hall, Leeds, Corson Room**

**Present: Helen Swales (HS) (Chair), Maria Simoes (MS), Janet Sampson (JSa), Jacqui Smales (JSm) (Note Taker), Rebecca Vaananen (RV), Andrew Carrick (AC), Jill Rutt (JR), Rebecca Williams (RW), Matt Cooper (MC), Liz Walton (LW), Michael Cook (MEC), Yvonne Stubbington (YS), Sarah Catton(SC), Jo Thomas (JT), Dominic Gilroy (DG), Olivia Schaff (OF), Rachel Gledhill (RG), Dan Liversey (DL), Sarah Abernethy (SA)**

**Apologies: Ann Tanker (AT), Tim Staniland (TS), Rebecca Stevenson (RS)**

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| **No.** | **Agenda Item** | **Actions** |
| 1. | **Welcome, introduction and housekeeping**  HS welcomed the delegates and the following organisations were represented:  Leeds Community Healthcare NHS Trust, Rotherham NHS Foundation Trust, Doncaster and Bassetlaw NHS Foundation Trust, Public Health Resource Centre, Leeds, Hull and East Yorkshire Hospitals NHS Trust, Bradford District Care NHS Foundation Trust, eMBED Health Consortium, University of Sheffield (representing Sheffield Teaching Hospitals NHS Trust), Public Health England, NICE, University of Manchester, Greater Manchester Mental Health NHS Trust, Northumbria NHS Trust, Leeds Gov, St Helens and Knowsley Teaching Hospitals NHS Trust  The following organisations sent apologies:  Public Health and Council Sheffield, |  |
| 2. | **Warm up activities**  The meeting started with 2 warm up activities one counted the number of years each table had in relation to working the Health Libraries. The other to tell an embarrassing story or to state three things about yourself one of which wasn’t true. These were enjoyed by all. |  |
| 3. | **Round table update – who are we, and who do we serve**  Many people in the room didn’t know each other so everyone explained where they were from, who they were and the customers they served. Some discussion was had about the local service from Health Librarians in Yorkshire and Humber who served local PHE staff. |  |
| 4 | **Wolters Kluwer**  James Kenney from Wolters Kluwer gave a demonstration of resources that may be of interest to this group. |  |
| 5 | **Lunch and Networking** |  |
| **No.** | **Agenda Item** | **Actions** |
| 6 | **PHE Library Team and the new PHE Discover Tool**  The 3 team members explained how their team and service works and explained the type of training they offer to PHE. Assistance with Systematic reviews, End Note (Reference Management) etc. They use Skype for some of the training particularly around Reference Literature Searching. The London area is 100% and has a Community of Practice (CoP). Within their SLAs includes a clause which stated that it is mandatory for the library team to attend PH team meetings.  RG demonstrated the new PHE Discovery tool and stated that she would check which resources were included in this. RG also recommended looking at the following resources  <https://campaignresources.phe.gov.uk/resources/>  <https://www.gov.uk/guidance/phe-data-and-analysis-tools>  <https://khub.net/> |  |
| 7 | **Strategies for promoting to and engaging with remote users**  The strategies each service used were discussed and there appeared to be ‘no magic answer’. People used Skype, IM and other electronic applications. Discussions were had about how to find contacts and how much contact each service had with others such as Public Health.  HS asked about the Northern Primary Care Mailing list and said she would request this be opened up.  Mention was also maid of LIS-Publichealth - <https://www.jiscmail.ac.uk/cgi-bin/webadmin?A0=LIS-PUBLICHEALTH>  The question was asked about the type of network the meeting wanted to be – whether joint purchasing was an aim. How to take this forward would depend on sufficient interest across the northern area. The question was ask whether there was great interest across the Social Care staff served in relation to Social Policy and Practice <http://www.spandp.net/>  Discussion then moved to Joint Current Awareness with AC asking why we didn’t collaborate more with this subject and he would welcome this kind of approach and there were too many specialities for one service (one person) to collate. The question was asked about CASH and what was happening and whether it was being revamped. DG said that this was the case and that Linda Ferguson and Kieran Lamb were working on a project. DG said he would enquire and circulate to the group what the aims and outcomes of this project are expected to be. AC agreed to forward the link of Rotherham NHS Foundation Trust’s WordPress site which holds their current awareness.  The meeting felt this would be a good idea but needed to know what was happening elsewhere. | **HS – Northern Primary Care Mailing List**  **DG said he would enquiry and circulates to the group what the aims and outcomes of this project are expected to be.**  **AC to circulate URL of WordPress site** |

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| 8 | **Responding to the needs of our users (including synthesising for commissioners)**  JR described what she does for her end users around summarising and synthesising and stated that at the end of the search a Disclaimer is added. RG stated that PHE have 3 types of searches.   1. Bibliography 2. An noted Bibliography 3. Evidence Briefing (this is new to the service)   The team decided which search will be a briefing. This is in a pilot phase and they hope to obtain ‘Impact Story’. The requestor is informed that they will be required to complete an evaluation and input feedback about the search. RG agreed to share their ‘Template’ and the feedback. | **RG to share template** |
| 9 | **Link to Presentations for the day**  <http://resources.lihnn.nhs.uk/wiki/Yorkshire_and_Humber_LKS.Primary-Care-Public-Health-Commisioning-Librarians.ashx> |  |
| 10 | **Date(s) of next meeting**  **Details to be circulated** | **HS** |

Post meeting notes

Current awareness service from Rotherham - <http://www.trftlibraryknowledge.com/health-newsfeeds.html>