

## North West Mental Health Librarians Group

Minutes of meeting held on 18th July 2012, at the  
Lantern Centre, Preston

<b>Present:</b> Cath McCafferty (chair), Bernie Hayes ,Carmel Smith, (minutes), Rosalind McNally, David Stewart	
<b>Apologies:</b> John Brooke, John Coulshed, Liz Stitt, Pippa Orr, Emily Hopkins, Vicky Bramwell, Laura Drummond	
2.	<b>Minutes of previous meeting</b>  Agreed as a true and accurate record.
3.	<b>Matters Arising</b> The Chair decided that as there were many apologies and only 5 members present some of the agenda items would not be discussed in detail. Instead there would be a re-arranged agenda, and discussions would in preparation for the October meeting so that time could be better spent then.  <u>First Step Guide</u> Circulated by Carmel all links have been checked and out of date links deleted. Final check of the document links we feel are no longer relevant can be taken out and new site can be added. The document will then go to BH for loading onto LIHNN website. <b>Action:</b> All to look and comment via email deadline end of August  <u>NHS Changes</u> Informal discussion about how major changes in NHS should be reflected in LIHNN Groups. DS suggested working on this, for example, how to reflect role of remaining PCT Libraries (4) and Community-Based Services within structure. There was also discussion about LIHNN groups, specifically how groups communicate with each other, and the whether the purpose, structure and aim of all groups needs to be reviewed, in light of major changes in NHS. DS suggested we look at need for Community-Based Librarians group but how does this fit with MH Group. Need to consider how best to incorporate this change. <b>Action</b> DS to consult Library Managers  <u>Psych tests</u> – update from Ovid <b>Action:</b> Vicky to update at the next meeting.  <u>Quality group</u> - Cath gave an update - she had been in contact with Michael Cook who Chair's this group. It was decided that Cath will continue virtual contact with Michael and will update the group as necessary. To ask him to consult with MH group over large work streams for our input.

4.	<p><b>HCLU Update</b></p> <p><u>LQAF</u> – message is please ask DS/LF questions before submission. Important to remember the slides from Library Managers meeting March 2012 ‘LQAF Surgery’ which are a 2012 “how to” guide and are on the LIHNN website.</p> <p>Note: please disregard spell check advice it is incorrect.</p> <p><u>Statistical Return</u> – looks on track for successful completion by 31st July</p> <p><u>LDF Bids</u> – looks like everyone should get something if they applied for LDF. The final decisions are to be made after LF returns from her holiday. There will be a further round in November. DS has been developing relationship and raising awareness with Mike Farrell, E-Learning Lead for NW, who has funding available. Bids could be for E-Learning for Library staff as a method of work-based learning, or for Library role in implementing organisational E-learning strategies. New mobile technologies for e-learning are also a key area to consider in relation to either of the above.</p> <p><u>HCLU Strategy</u> – is with Stakeholder Board. New representative on Board is Claire Bradshaw. Contact DS for draft if needed to support work on strategy locally.</p> <p><u>HCLU e- Bulletin</u> – feedback still welcome. Members present felt reducing number of bulletins could streamline (e.g. AQUA, West Midlands Health Information) the bulletin further as individuals could just register for themselves. In principle it is good to cut down on quantity of emails being sent around.</p> <p><u>SHALL</u> - The major NHS Changes are leading to work of SHALL having to re-focus on influencing key audiences for the next year and adjusting other work streams (LETB’S, NHS Commissioning Board, PH England, HE England) – major engagement activity to promote Library Services and brief key people at key events, networking.</p> <p><u>Nice</u> – Linksresolver. Services should carry on editing current holdings on present Linksresolver because of slippage in the project. Otherwise there is a risk of providing inaccurate information to NHS staff. The completion date is not until later in the year.</p> <p><u>Framework Agreement</u> – This should be completed in September – October. There will be an evaluation of its usefulness over the 3 year life of the agreement to ensure it presents as value for money.</p> <p><u>Re-procurement of Athens</u> – only EDUServ on bidder list</p> <p><u>HDAS Survey</u> – cc in DS to all queries to <a href="mailto:contactus@NHSEvidence.nhs.uk">contactus@NHSEvidence.nhs.uk</a> for next 3 weeks till 3rd August, 2012</p> <p>DS left the meeting after this item</p>
5.	<p><b>Mental Health journals current awareness update</b></p> <p>EH to send Quality/Governance template to CM/BH for uploading onto Wiki. This is a new topic.</p> <p>We now have 11 topic templates. Agreed we needed to use these and collating them is supporting cost-effective use of resources.</p>

	<p>At last LIHNN/HCLU Briefing there was a request from acute library service to make the bulletins available across NW.  <b>Action:</b> To discuss again at next meeting.</p>
6.	<p><b>Ideas for service impact measures/adding value</b>  A discussion took place around this item.  It focused on what we were hoping to achieve and how we could best ensure the item was considered in full at the next meeting.  Is it about how we save our Trust money? Or add quality? Or best support learning? Demonstrate our own service impact?</p> <p>After the meeting Cath put together the following statement which was agreed by those present with the aim of helping focus our next discussion: -</p> <p><b><i>'How can we best enable our own KLS to capture and report on the best and most robust evidence that will demonstrate how we support our organization to:</i></b></p> <ul style="list-style-type: none"> <li>• <b><i>Save money</i></b></li> <li>• <b><i>Add value</i></b></li> <li>• <b><i>Safeguard quality</i></b></li> <li>• <b><i>Contribute to meeting KLS strategy and Trust organizational objectives.</i></b></li> </ul> <p><b><i>And how we can identify the best opportunities to enable us to demonstrate this to key people within our organizations'</i></b></p> <p><b>NB. This should be the main focus for the next meeting</b>  <b>Action:</b> Cath to put on agenda for next meeting allowing enough time to discuss in more detail.</p>
7.	<p><b>LQAF discussion</b>  This item was not prioritised due to time pressures.</p>
8.	<p><b>Update on bids and associated actions</b></p> <p>To discuss when funding decisions come through – no urgency. We have two bids in as a group</p> <ol style="list-style-type: none"> <li>1. Promotional items – note pads</li> <li>2. Patient experience resources for each Trust</li> </ol>
12.	<p><b>AOB</b>  None</p>
13.	<p><b>Date of next meeting</b></p> <p><b>17<sup>th</sup> October 10-12 Lantern Centre Preston</b></p>